

**TE HAPORI O ŌHINEHOU RAUA KO AHU PĀTIKI
LYTTELTON/MT HERBERT COMMUNITY BOARD
AGENDA**

WEDNESDAY 20 AUGUST 2014

AT 2PM

AT TŪTEHUAREWA MARAE, KOUKOURĀRATA/PORT LEVY

Community Board: Paula Smith (Chairperson), Jane Broughton, Ann Jolliffe, Adrian Te Patu, Andrew Turner and Christine Wilson.

Community Board Adviser

Liz Beaven

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PART A - MATTERS REQUIRING A COUNCIL DECISION

PART B - REPORTS FOR INFORMATION

PART C - DELEGATED DECISIONS

INDEX	PAGE NO
KARAKIA TIMATANGA	4
PART C 1 APOLOGIES	4
PART B 2 DECLARATION OF INTEREST	4
PART C 3 CONFIRMATION OF MEETING MINUTES – 16 JULY 2014	4
PART B 4 PETITIONS	9
PART B 5 NOTICES OF MOTION	9
PART B 6 CORRESPONDENCE	9
6.1 Exclusion of Trucks on Norwich Quay from Port Lyttelton Plan	
6.2 Christchurch City Council 2014/15 Annual Plan – Receipt of Submission	
6.3 Community concern relating to the continued use of London Street by the Lyttelton Farmers' Market on Saturdays	
6.4 Discussion topics for Open Forum meeting to be held on 20 August 2014	
PART A 7 REMOVAL OF HOLIDAY BACH ON LEGAL ROAD IN PORT LEVY	18
PART C 8 LYTTELTON/MT HERBERT COMMUNITY BOARD STRENGTHENING COMMUNITIES FUNDING ALLOCATIONS 2014/15	24
PART C 9 APPLICATION TO LYTTELTON/MT HERBERT YOUTH DEVELOPMENT FUND – HINEAMARU IRAKAHU PIPIWHARUAROA PARAONE	40
PART C 10 APPLICATION TO LYTTELTON/MT HERBERT YOUTH DEVELOPMENT FUND – WAIARIKI TE AMORAKI TAME TAUMUTU PARAONE	42
PART C 11 APPLICATION TO LYTTELTON/MT HERBERT YOUTH DEVELOPMENT FUND – HERA PUTIPUTI PARATA TAKURUA	44

INDEX			PAGE NO
PART C	12	COMMITTEE REPORTS	46
		12.1 Lyttelton Reserves Management Committee	
PART B	13	EXTERNAL ORGANISATIONS REPORTS	50
		13.1 Banks Peninsula Water Management Zone Committee 17 June 2014	
PART B	14	COMMUNITY BOARD ADVISER'S UPDATE	55
		14.1 Upcoming Board Activites	
		14.2 Lyttelton Harbour Mātaitai Reserve Application Update	
		14.3 Board Funding Balances	
PART B	15	ELECTED MEMBERS' INFORMATION EXCHANGE	59
PART B	16	ELECTED MEMBERS' QUESTIONS UNDER STANDING ORDERS	59
		KARAKIA WHAKAMUTUNGA	59

Lyttelton/Mt Herbert Community Board Objectives for the 2014 – 2016 Triennium

These objectives are agreed by members of the Lyttelton/Mt Herbert Community Board. They are intended to guide decision-making and provide a basis for the Board's advocacy work in this triennium and beyond. These objectives can only be achieved in partnership with others, including community groups, Ngāi Tahu whanaunui, local businesses (including Lyttelton Port of Christchurch), the Christchurch City Council and government agencies.

- **The challenges and strengths of increasing diversity in our communities are acknowledged and celebrated.**
- **More people are involved in their communities.**
- **Lyttelton/Mt Herbert Community Board maintains and increases its leadership role as advocate for our communities.**
- **Local partnership in earthquake recovery and ongoing community development.**
- **Retention, restoration, and recovery of natural and cultural heritage.**
- **Port traffic off waterfront quays.**
- **Direct public access to the inner harbour and waterfront from Lyttelton town centre.**
- **Strong physical and social links between harbour-side communities are maintained and enhanced.**
- **Lyttelton's unique character is expressed in its rebuilt socially and economically vibrant town centre.**
- **Lyttelton Urban Design Advisory Committee established and operating effectively.**
- **Arts and creative activities are supported and celebrated.**
- **Lyttelton Harbour catchment water quality is steadily improving.**
- **Head-to-Head walkway is up and running.**
- **Landscapes are protected and sustainably managed.**
- **Plans for Godley House site redevelopment are agreed upon and implemented.**
- **Lyttelton Harbour is a destination of choice for visitors from Christchurch and beyond.**
- **Lyttelton's status as preferred port of call for cruise ships visiting Canterbury is restored.**
- **Residents feel safe from natural hazards in all harbour communities.**
- **There is access to suitable housing for all those who wish to live here.**
- **Facilities for community activities, including recreation and sport are repaired, rebuilt, maintained and well-used by all residents.**
- **Existing local government boundaries and arrangements are maintained, reflecting Banks Peninsula's inherent integrity and particular interests.**

Lyttelton/Mt Herbert Community Board
Adopted 18 June 2014

KARAKIA TIMATANGA

1. APOLOGIES

2. DECLARATION OF INTEREST

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

3. CONFIRMATION OF MEETING MINUTES – 16 JULY 2014

The minutes of the Board's ordinary meeting of 16 July 2014 are **attached**. The Public Excluded minutes have been circulated separately.

STAFF RECOMMENDATION

That the minutes of the Board's meeting (both open and public excluded sections) held on Wednesday 16 July 2014 be confirmed.

**TE HAPORI O ŌHINEHOU RAUA KO AHU PĀTIKI
LYTTELTON/MT HERBERT COMMUNITY BOARD
16 JULY 2014**

**Minutes of a meeting of the Lyttelton/Mt Herbert Community Board
held on Wednesday 16 July 2014 at 1.30pm
at Te Wheke Marae, Rāpaki**

PRESENT: Jane Broughton (Deputy Chairperson), Ann Jolliffe, Adrian Te Patu,
Andrew Turner and Christine Wilson.

APOLOGIES: An apology for absence was received and accepted from Paula Smith.

MIHI AND KARAKIA TIMATANGA: Kopa Lee, Te Hapū o Ngāti Wheke

The Board reports that:

At 3:08pm the Board **resolved** that the meeting stand adjourned. The meeting resumed at 3.25pm.

PART B – REPORTS FOR INFORMATION

1. DECLARATION OF INTEREST

Nil.

2. DEPUTATIONS BY APPOINTMENT

2.1 PROJECT LYTTLETON

Lottie Harris and Anne Jaiswal, representatives of Project Lyttelton, outlined to the Board Project Lyttelton's history and support of The Garage Sale a local project. Project Lyttelton advised the Board of the recent growth of the Garage Sale owing to its current location at 25 Canterbury Street, Lyttelton, and their desire to remain there, with the possibility of working collaboratively with the site's other occupant, the Lyttelton Toy Library, to achieve this.

The Board **decided** to request staff advice on any plans for 25 Canterbury Street and to explore the possibility of 12-month lease of the site to Project Lyttelton and also to take into account the views of the Lyttelton Toy Library and Recreation Centre and use of Project Lyttelton's Portal.

2.2 DIAMOND HAROUR MEMORIAL GARDENS

Ann and Jim Thornton, Diamond Harbour residents, outlined to the Board their concerns regarding the current lack of available plots at the Diamond Harbour Memorial Gardens and the need to inform the local community on this and the Council's plans for future burials.

Staff were present to advise that a report from 15 July 2014 confirmed the lowest terrace of the park is not suitable for plots. Staff will develop a detailed plot plan for the uppermost area of the park and bring it to the Board for approval. Staff are also investigating other suitable sites in the area. The Council's Communications Team will distribute information to the Diamond Harbour community within the week of this meeting.

ATTACHMENT TO CLAUSE 3

2. Cont'd

The Board **decided** to request that staff provide a communication to the local community through the Diamond Harbour Herald and other local media on the current status of the Diamond Harbour Memorial Gardens and timelines around future planning.

2.3 LYTTELTON HISTORICAL MUSEUM SOCIETY

Thérèse Angelo, Ray Sleeman and Peter Rough from the Lyttelton Historical Museum Society outlined to the Board the progress being made on the Museum's strategic plan and building feasibility.

Over 7000 items are in storage, and of note, the former Post Office clock mechanism is in a small storage shed that had a mud slip come down on it in early March 2014.

The Board **decided** to request staff advice on the timeline for the Lyttelton Historical Museum to retrieve the items including the former Lyttelton Post Office Clock Mechanism from the Milk Shed at the front of the former Lyttelton Museum Building.

3. CORRESPONDENCE

3.1 GOVENORS BAY CONCERNED RESIDENTS

The Board **received** correspondence from Governors Bay Concerned Residents outlining their concerns over ongoing sedimentation in Whakaraupō/Lyttelton Harbour.

The Board noted that the matter is covered by the Whakaraupō/Lyttelton Harbour Issues Group.

4. PETITIONS

Nil.

5. NOTICES OF MOTION

Nil.

6. BRIEFINGS

6.1 FACILITES REBUILD PROJECT – NORMAN KIRK MEMORIAL POOL AND LYTTELTON RECREATION CENTRE UPDATES

Mark Penrice, Project Manager, Project Management Unit, and David Lees, Project Manager, updated the Board on the current progress of the rebuild of Norman Kirk Memorial Pool and Lyttelton Recreation Centre.

Demolition of the pool has been completed ahead of schedule. The proposed opening date is 22 December 2014, if there are no geotechnical issues with the ground nor major issues with the retaining wall.

The target date for Trinity Hall repairs is pre-Christmas 2014, and the rest of the facility is approximately April 2015.

ATTACHMENT TO CLAUSE 3

7. EXTERNAL ORGANISATIONS REPORTS

7.1 ORTON BRADLEY PARK BOARD MEETING MINUTES – 14 APRIL 2014

The Board **received** the minutes of the Orton Bradley Park Board meeting held on Monday 14 April 2014.

7.2 BANKS PENINSULA WATER MANAGEMENT ZONE COMMITTEE – 20 MAY 2014

The Board **received** the meeting minutes of the Banks Peninsula Water Management Zone Committee held on Monday 14 April 2014.

8. ELECTED MEMBERS' INFORMATION EXCHANGE EXTERNAL ORGANISATION REPORTS

- **White Gates**

The Board were advised that the set of new white gates will be installed to replace the missing white gate.

- **People lost at Sea Memorial**

The Board **decided** to request staff meet with Christine Wilson and Gary Horan to discuss the seafarer's memorial proposal.

- **Albion Square**

The Board were advised that time capsule was laid below the Cenotaph foundation stone in Albion Square on Friday 27 June 2014.

9. QUESTIONS UNDER STANDING ORDERS

Nil.

PART C – REPORT ON DELEGATED DECISIONS

10. CONFIRMATION OF MEETING MINUTES – 18 JUNE 2014

The Board **resolved** that the minutes of its meeting held on Wednesday 18 June 2014 be confirmed subject to the following amendment:

Alteration to clause 9 (Elected Members' Information Exchange) to read:

Lyttelton Reserves Management Committee – The Bridle Path and Stan Helms Track are proposed to be open, with a new deviation to Stan Helms Track.

11. COMMITTEE REPORTS

11.1 LYTTELTON RESERVES MANAGEMENT COMMITTEE

The Board noted the recent resignations and **resolved** that Brian Dougan, Helen Greenfield and Daryl Warnock are appointed members of the Lyttelton Reserves Management Committee.

ATTACHMENT TO CLAUSE 3

12. APPLICATION TO LYTTELTON/MT HERBERT COMMUNITY BOARD 2014/15 DISCRETIONARY RESPONSE FUND

The Board considered an application for funding from its 2014/15 Discretionary Response Fund from Lyttelton Rugby Club for \$1,100 for the Titahi Bay Under 13's Rugby Trip.

The Board **resolved** to approve a grant of \$1,100 from its 2014/15 Discretionary Response Fund to Lyttelton Rugby Club towards the Titahi Bay Under 13's Rugby Trip.

13. COMMUNITY BOARD ADVISER'S UPDATE

- **Board Support for Skate Jam**

The Board were advised that the person who held the Lyttelton Skate Jam last year is now wishing to plan for the next one.

The Board **decided** to request a funding report seeking the Board's financial support for a Lyttelton Skate Jam to be held in December 2014/January 2015.

14. RESOLUTION TO EXCLUDE THE PUBLIC

The Board **resolved** to adopt the resolution set out on page 27 of the agenda.

The Board **resolved** to readmit the public at 5.15pm.

The Board expressed thanks to Te Hapū o Ngāti Wheke and Board Support staff for the organisation of the Board meeting at Rāpaki.

The meeting closed at 5.23pm.

POROPORAKE AND KARAKIA WHAKAMUTUNGA: Riki Pitama, Te Hapū o Ngāti Wheke

CONFIRMED THIS 20TH DAY OF AUGUST 2014.

**PAULA SMITH
CHAIRPERSON**

4. PETITIONS

5. NOTICES OF MOTION

6. CORRESPONDENCE

6.1 EXCLUSION OF TRUCKS ON NORWICH QUAY FROM PORT LYTTELTON PLAN

Correspondence received from Matt Harris outlining his concerns regarding the exclusion of discussion regarding truck traffic on Norwich Quay in the Port Lyttelton Plan is **attached**.

6.2 CHRISTCHURCH CITY COUNCIL 2014/15 ANNUAL PLAN

Correspondence received from the Christchurch City Council to acknowledge the submission made by the Lyttelton/Mt Herbert Community Board on the Christchurch City Council Draft 2014/15 Annual Plan (**attached**), with the inclusion of the Council Resolution to bring forward \$42,000 from 2015/16 to 2014/15 to enable completion of the first two sections (Pony Point to Naval Point and Allandale to Governors Bay) and funding for planning and design for the next section.

6.3 COMMUNITY CONCERN RELATING TO THE CONTINUED USE OF LONDON STREET BY THE LYTTELTON FARMERS' MARKET ON SATURDAYS

Correspondence received from Lyttelton resident Alison Ross regarding community concern relating to the continued use of London Street by the Lyttelton Farmers' Market on Saturdays (**attached**).

6.4 DISCUSSION TOPICS FOR THE LYTTELTON/MT HERBERT COMMUNITY BOARD AND TE RŪNANGA O KOUKORĀRATA MEETING ON 20 AUGUST 2014

Correspondence received from Te Rūnanga o Koukourārata Society Inc. outlining discussion topics for the Open Forum meeting on 20 August 2014 (**attached**).

STAFF RECOMMENDATION

That the correspondence be received.

20. 8. 2014

- 10 -

ATTACHMENT TO CLAUSE 6.1

From: Matt Harris [matth@do.co.nz]

Sent: Tuesday, 29 July 2014 9:13 a.m.

To: Smith, Paula

Subject: Port Lyttelton Plan consultation excludes the elephant in the room

Attn of Paula Smith, Lyttelton-Mt Herbert Community Board chair.

Dear Sir

I write with concern that the Lyttelton Port Company has recently announced that the issue of trucks on Norwich Quay is outside its area of investigation during their development of the Port Lyttelton Plan.

Excluding discussion on the truck access to Norwich Quay is a key error in the Port Lyttelton Plan consultation. The fact that freight trucks use Norwich Quay and that Norwich Quay is state highway is all because they are intrinsically linked to port activities.

Past public consultation for the Lyttelton Master Plan included public sessions where the overwhelming message from the public was that they wanted trucks off Norwich Quay.

If this issue is not included in the Port Lyttelton Plan then we miss the opportunity, possibly for many many years, to plan for an integrated access/exit solution to Lyttelton Port that would fully integrate with the public's desire for a more open Norwich Quay carrying less freight traffic.

Options, such as direct access being created off the tunnel roundabout and straight into the port, do exist...but all options start with open and fully inclusive consultation on all issues, not an avoidance of key issues because the Port sees it as outside their area of control. Accordingly the Port Lyttelton Plan must take into account the results of the pending Lyttelton Access Study so that recommendations can be incorporated into the Port plan, not vice versa.

Regards

Matt

Matt Harris

021 352 213

P O Box 589 | Christchurch 8140



18 July 2014

Lyttelton/Mt Herbert Community Board
Paula Smith
1 Purau Avenue,
RD2
Diamond Harbour 8972

Dear Submitter

CHRISTCHURCH CITY COUNCIL 2014/15 ANNUAL PLAN

Thank you for your submission on the Christchurch City Council Draft 2014/15 Annual Plan.

The Council received 446 written submissions to the Draft Plan raising a wide and varied range of issues. These were reviewed by staff, additional comment was provided, and then the submissions were presented to the Mayor and Councillors for consideration. Staff comments relevant to your submission are attached to this letter.

The Council then listened to many submitters in person at public hearings held over three days of hearings from 14 to 16 May 2014. Following this, the Council met over two days to discuss the submissions, deliberate over changes to the draft, and, finally, adopt the Annual Plan on 25 June 2014.

Each submission was considered by the Council and a number of changes were made from the draft consultation document. A summary of the key changes to the Draft Annual Plan is attached. The specific wording of the final Council decision can be found at:
<http://resources.ccc.govt.nz/files/TheCouncil/meetingsminutes/agendas/2014/June/Council2425June2014ANNUALPLANMinutes.pdf>

On behalf of the Council, I would like to thank you for your submission and for taking the time to contribute to the consultation process. A copy of the final 2014/15 Annual Plan can be viewed on our website at www.ccc.govt.nz or at Council libraries or service centres.

Yours sincerely

A handwritten signature in black ink, appearing to be "K Edwards", written over a horizontal line.

Dr Karleen Edwards
Chief Executive

Following public submissions the following major amendments were made to the Draft Annual Plan:

- Re-phasing the cycleways programme so it is finished in five years instead of eight years.
- An additional \$1.69 million budgeted to enable completion of a second tramway loop. Further stages of the tramway will be considered in preparation of the Long Term Plan.
- Hours at Recreation and Sport Centres and Libraries remain the same instead of being reduced.
- \$142,000 brought forward from the next financial year to complete the first two sections of Head to Head Walkway and \$699,306 brought forward to upgrade the Awatea Route between Halswell and Hornby.
- The Council will further investigate an alternative service provider for the Pioneer Early Learning Centre.
- Saving \$260,000 by ceasing publication of the Council newsletter Our Christchurch.
- Saving \$75,000 by leaving decorative banners unchanged for one year and seeking sponsorship to cover Christmas decorations.

Submitter	Topic Name	Submission Issue	Staff Comment	Council Resolution
Lytelton/ Mt Herbert Community Board	Regional Parks	Head to Head walkway funding reduction	Noted. Council has diverted resources to rebuild horizontal infrastructure. This will result in postponement of lower priority work across Parks. Parks staff will continue to work collaboratively with the community to achieve the best outcomes for walkways	That \$42,000 is brought forward from 2015/16 to 2014/15 to enable completion of the first two sections (pony Point to Naval Point and Allandale to Governors Bay) and funding for planning and design for the next section.

5th. August 2014

63 Jacksons Road

Lyttelton

I request that this letter be tabled at the next meeting of the Lyttelton Mt. Herbert Community Board for consideration. As I believe the next scheduled meeting will be at Port Levy I will be unable to attend but if any Board members require further information please ring me at home any time on 328-8350.

Alison Ross

Re: Community concern relating to the continuing use of London Street by Project Lyttelton in running the market on every Saturday morning until early afternoons

Since the Board resolved to give Project Lyttelton an open-ended exclusive use agreement for London St. between Oxford St. and Canterbury St. every Saturday morning there has been a growing irritation and discontent among substantial numbers of Lyttelton residents, particularly among those who are of elderly and who have called Lyttelton home for many years.

This irritation arises from the clear fact that market is catering primarily for visitors who want a morning out from through the tunnel to the detriment of local residents. The streets have become clogged every Saturday with cars from Christchurch resulting in local residents being unable to visit their local shops as well as putting up with the plethora of cars taking up parks outside local private residences thus preventing the normal to and fro of local business.

Previous to September 2010 and the loss of the Supermarket it was a village tradition to do some shopping combined with social activities on Saturday mornings. This gave the community a cohesiveness which since that awful time has been lost, and the blame must fall squarely at the foot of Project Lyttelton.

Apart from the interference to local residents because of the market there is the indisputable fact that the market organisers are getting a free ride from the Board's generosity. I believe stalls are charged about \$35 - \$40 per stallholder but Project Lyttelton is not paying the Council a commensurate amount for the exclusive, regular use of a public area. Nor is the community accruing any social benefit. Local residents are reluctant to visit London Street of a Saturday because of the large number of Christchurch visitors wanting a morning out to the clear detriment of locals.

It is pleasing to see the township returning to the vibrancy of pre-earthquake times when London Street was the centre of pleasant and relaxing interpersonal exchanges. But the presence of the market is hindering this revival. Now that we have a Supermarket again, which many residents have acclaimed both for its presence and its quality of service, many of us cherish the hope that the socially unifying nature of Saturday shopping in Lyttelton can return. However this will not happen unless the operation of the market is removed from the civic centre or has its operation curtailed to no more than once a month.

Having read and submitted on the exciting plans by the Port Company to develop a recreational complex at the West end of the Port which will include cafes and the ferry/bus terminal the market should ideally be in that area which can accommodate visitors of a Saturday without the present detrimental effect it is having in its present location.

ATTACHMENT TO CLAUSE 6.3

I note that three members of the Board live in Diamond Harbour and may be innocently unaware of the traffic and social chaos the market is causing every Saturday. I invite you to come and see for yourselves and judge whether such an influx would be acceptable in your community. For like Lyttelton, Diamond Harbour is a very small community village unsuited to such a large influx of traffic with little on no benefit to local residents.

Lyttelton of a Saturday morning prior to the advent of the earthquakes was a peaceful and enjoyable village. However a return to those more peaceful times cannot be achieved with the continuing presence of the market and its consequent negative dominance on Saturday morning community interactions.

I believe Project Lyttelton wishes to increase its dominance of Saturday morning activities in London Street by way of a new consent agreement. I and many others will vigorously challenge any change which would negatively impact Lyttelton's recovery which the dominating presence of the market in London Street is now causing. It should be moved to the West end of the harbour to complement the development of that area for recreational/commercial activities along the lines of the Port Company's plan.



Alison Ross



Te Rūnanga o Koukourārata Society Inc.

PO Box 3187
CHRISTCHURCH 8041
Phone: 021 412 377
koukourarata@ngaitahu.iwi.nz

Tuesday, 8 July 2014

The Chairperson
Te Hapori o Ōhinehou me Te Ahupātiki/Lyttelton-Mt Herbert Community Board
PO Box 73027
Lyttelton 8841

Tēnei te mihi maioha ki a koutou katoa.

RE: Discussion Topics for the Lyttelton-Mt Herbert Community Board Meeting and Nga Rūnanga 20 August at Koukourārata

Te Rūnanga o Koukourārata is pleased to accept your invitation to host a public meeting for the Lyttelton-Mt Herbert Community Board on 20 August 2014 at Koukourarata Marae.

There are five topics that Rūnanga would like to discuss at the hui you are having with us prior to the Board meeting in the afternoon. We believe that some of these topics can be addressed in a short time frame and other topics may need to be discussed at length.

- a. **Wharf Repairs**
What are the timeframes towards the completion of repairs for the wharf at Port Levy?
- b. **Koukourārata Bridge:**
Is the Community Board aware of the state of the Koukourārata Stream bridge? The Christchurch City Council staff have been contacted and they have advised that it is fine but we still have concerns. The Rūnanga and Port Levy residents would like a comprehensive engineers report detailing the state of the bridge.
- c. **The Dwelling at Angel's Rest:**
Rūnanga are aware that part of the visit to us on 20 August is to have a site visit to the dwelling and that a report on this the removal of the dwelling is to be discussed at the Board meeting later in the day. Te Rūnanga o Koukourārata is supportive of the removal of this dwelling on Māori Reserve Land.
- d. **Erosion and flooding:**
More storms and floods are anticipated with climate change. During the March and April storms this year flooding in the Port Levy and the Koukourārata catchment affected homes. Can a plan be developed to protect homes in the Port Levy catchment and the Koukourārata Pā from further flooding?

Erosion of the high tide banks that protect the roads in Port Levy and the Koukourārata Pā are increasing. It is most noticeable during a storm at high tide. Can a plan be developed to mitigate erosion around the high tide banks to protect the roads in Port Levy and Koukourārata Pā?

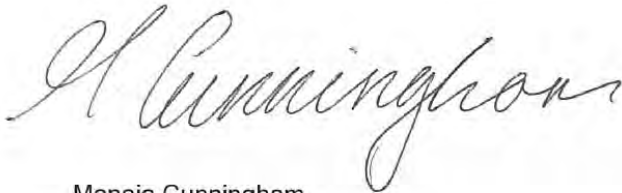
e. **Road Maintenance and Road Markings:**

Slips that block roads will be more prevalent with climate change. Has the Council developed a plan to monitor slip prone areas and fix these areas before another climate event occurs?

Roads around Port Levy are becoming unsafe with pot holes and rutting. Another road issue is that white lines that mark the centre of the roads are fading. These lines are crucial for drivers at night especially during fog. Can the Community board please inform us of the policies and procedures that surround road maintenance and road markings in the Community Board's ward?

I hope that these topics are seen as significant to the Community Board members. These issues are important to the people of Koukourārata / Port Levy.

Nāhaku noa,
Nā



Manaia Cunningham
Secretary

7. REMOVAL OF HOLIDAY BACH ON LEGAL ROAD IN PORT LEVY

		Contact	Contact Details
Executive Leadership Team Member responsible:	General Manager, Community Services Group		
Officer responsible:	Unit Manager, Asset and Network Planning		
Author:	Weng-Kei Chen, Asset Engineer (Policy)	Y	DDI 941 8150

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 This report has been written following a request from Te Runanga o Koukourarata Society Incorporated ("the Society") to remove a holiday bach on unformed legal road which is in front of its property (Maori Reserve 874).
- 1.2 The purpose is to seek the Lyttelton/Mt Herbert Community Board's recommendation to the Council for the removal of the Bach as shown on **Attachments 1** and **2**.

2. EXECUTIVE SUMMARY

- 2.1 A holiday bach occupied by the Beecroft family is situated on unformed legal road around the foreshore at Port Levy as shown on the attached photographs (refer **Attachment 3**). There is no Deed of Licence entered into with the Council for the occupation of legal road, however this property was rated by the former Banks Peninsular District Council. The Council's Policy on Structures on Road 2010 and previous practices do not permit private residential structures on roads which are not associated with vehicles or property access onto legal roads.
- 2.2 In the absence of a contractual licence in favour of the bach owner, the Council, as landowner, is entitled to cancel the licence by giving notice requiring removal of the bach within a period of time reasonable in the circumstances. The Council's standard Deed of Licence form used to authorise the occupation of legal road enables the Council to terminate the licence by giving 6 month's notice to the licensee. Staff consider that a six month notice period would be sufficient time to remove the bach and that such a period would be consistent with the Council's approach where contractual licences are entered into. The Notice of removal will also require the owner to remove the bach and vacate the area currently occupied in a tidy condition.
- 2.3 The removal of the bach is necessary for the Society and the Council to progress with the planting and construction of structures as shown on **Attachment 4** – Koukouratata Riparian Plan which was jointly developed in 2007.

3. BACKGROUND

- 3.1 Prior to 2007 the Society, in partnership with the Council, developed a planting plan to enhance the foreshore and a walkway on Maori reserve land at Port Levy. The plan also denotes the Society's housing development on the adjacent site (refer **Attachment 4**).
- 3.2 Without removing the bach and the private occupier from the road land, the final outcome of the design will be significantly compromised. The area privately occupied already presents unnecessary obstruction to users of the unformed road.
- 3.3 The bach appears to be built prior to 1950 and is being used by the Beecroft family and their extended families. The occupation of road land did incur payment to the previous Banks Peninsula District Council by way of rates demands. With the amalgamation of Banks Peninsula District Council with the City Council this method of payment was ceased as it was considered to be inappropriate. The Council's Policy for Structures on Road and past practices do not permit private residential structures other than garages, vehicle parking platform and structures associated with driveways e.g. retaining walls. The rationale for Council permitting associated vehicular facilities to be built on legal road as

3. Cont'd

primary function of a road for public is for pass and repass. The permitted structures do contribute for easier accesses to properties and secured parking for vehicles.

- 3.4 The Occupier had been advised of Council's intention to seek the removal of the bach prior to 2010, and at this stage no recent contact has been made.
- 3.5 It is the intention that once the Council's decision for the removal of the bach has been made, staff will be able to proceed for its removal in an appropriate and timely manner, and liaise with the bach owner.

4. FINANCIAL IMPLICATIONS

- 4.1 There is no funding required in connection to the decisions in this report, however there will be future costs associated to the Unformed Road proposal.
- 4.2 Expenditure relating to the unformed road would be, the relocation of the toilet block, additional parking and landscaping. The expenditure for the change is not included in the Council's current financial budgets. A budget of roughly \$40,000 would be required to complete the works. Funding would not be required until 2019 and can be considered as part of the Councils future Long Term Plan.

5. STAFF RECOMMENDATION

It is recommended that the Lyttelton/Mt Herbert Community Board recommends to the Council to approve:

- 5.1 To the removal of the bach situated on legal road at Port Levy as shown in **Attachment 2** attached to this report.
- 5.2 To delegate authority to the Unit Manager Corporate Support to give notice to the occupier to remove the bach from the legal road at no cost to Council.
- 5.3 To delegate authority to the Unit Manager Corporate Support to manage the process of the removal of the bach in an appropriate and timely manner taking any reasonable legal steps necessary to complete the process.

Appendix 1



LOCATION DIAGRAM - PORT LEVY



CAPITAL PROGRAMME GROUP

SURVEYED	
DRAWN	JA
DATE	01/2012

© COPYRIGHT
CHRISTCHURCH CITY COUNCIL
AERIAL PHOTOGRAPHY © COPYRIGHT
TERRALINK INTERNATIONAL LIMITED

DRAWING NUMBER	RPS518-03
FILE REFERENCE	WBS 304/5022

PROJECT NUMBER
RPS 518

ORIGINAL SHEET SIZE	A4
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SCALES	1:2000
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SHEET
1 OF 1



ENCROACHMENT ON LEGAL ROAD

**Christchurch
City Council**



CAPITAL PROGRAMME GROUP

SURVEYED
DRAWN JA
DATE 02/2012

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DRAWING NUMBER
RPS518-04

FILE REFERENCE
WBS 304/5022

PROJECT NUMBER
RPS 518

ORIGINAL
SHEET
SIZE

A4

SCALES

1:250

SHEET

1 OF 1

ATTACHMENT TO CLAUSE 7 – ATTACHMENT 3



Photographs



Appendix 3

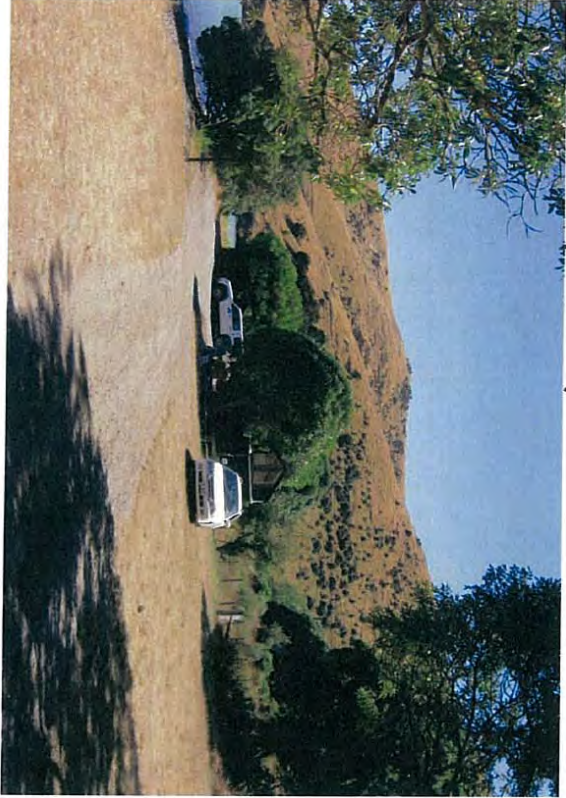


Photo 1



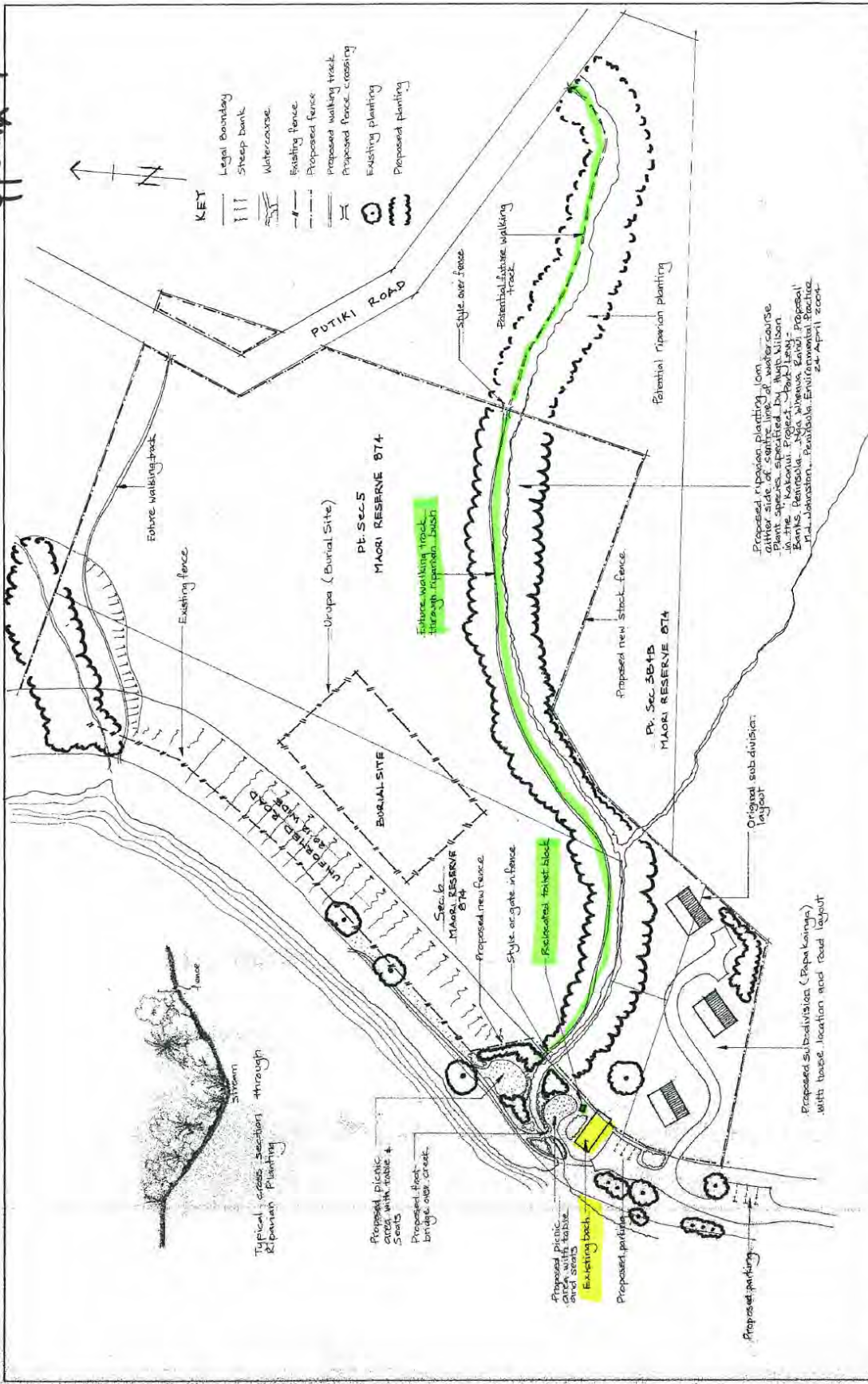
Photo 4

Photo 2

Photo 3

ATTACHMENT TO CLAUSE 7 – ATTACHMENT 4

Appendix 4



PROJECT TITLE		LANDSCAPE CONCEPT	
PROJECT NAME		KAIKOURATATA RIPARIAN PLANTING	
PROJECT NUMBER		PORT LEVY - BANKS PENINSULA	
DRAWING NUMBER		LP 2052.0	
SCALE		1:500	
DATE		20/08/14	
APPROVED		M. J. [Signature]	
APPROVED DATE		25/08/14	
DRAWN BY		M. J. [Signature]	
CHECKED BY		M. J. [Signature]	
DATE		20/08/14	
SCALE		1:500	
DRAWING NUMBER		LP 2052.0	
PROJECT NUMBER		PORT LEVY - BANKS PENINSULA	
PROJECT TITLE		LANDSCAPE CONCEPT	
DRAWING NUMBER		LP 2052.0	
SCALE		1:500	
DATE		20/08/14	

8. LYTTTELTON/MT HERBERT COMMUNITY BOARD 2014/15 STRENGTHENING COMMUNITIES FUNDING ALLOCATIONS

General Manager responsible:	General Manager, Community Services Group		
Officer responsible:	Community Support Unit Manager		
Author	Nicola Thompson, Grants Adviser	Y	941 8937

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 The purpose of this report is for the Lyttelton/Mt Herbert Community Board to allocate the Lyttelton/Mt Herbert Strengthening Communities Fund for 2014/15.
- 1.2 This is a staff initiative to enable the Community Board to allocate the Lyttelton/Mt Herbert Strengthening Communities Fund 2014/15.

2. EXECUTIVE SUMMARY

- 2.1 This report provides information to Community Board Members on the applications received for the Lyttelton/Mt Herbert Strengthening Communities Fund 2014/15.

3. BACKGROUND

STRENGTHENING COMMUNITIES STRATEGY

- 3.1 The Council adopted the Strengthening Communities Strategy on 12 July 2007. The Strengthening Communities Grants Funding Programme comprises four funding schemes:
 - 3.1.1 Strengthening Communities Fund
 - 3.1.2 Small Grants Fund
 - 3.1.3 Discretionary Response Fund
 - 3.1.4 Community Organisations Loan Scheme
- 3.2 For detailed information on the Strengthening Communities Strategy's Outcomes and Priorities, please see **Attachment 2**. The specific criteria for the Strengthening Communities Fund is also attached, as **Attachment 3**.

THE DECISION MATRIX

- 3.3 Information on the projects is presented in the Decision Matrix (**Attachment 1**). To ensure consistency, the same Decision Matrix format and presentation has been provided to the Metropolitan Funding Committee and all Community Boards.
- 3.4 Applications are project-based. Information is provided that relates specifically to the project for which funding is being sought, not the wider organisation.
- 3.5 All applications appearing on the Decision Matrix have been assigned a Priority Rating. The Priority Ratings are:
 - 3.5.1 **Priority 1**
Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
 - 3.5.2 **Priority 2**
Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
 - 3.5.3 **Priority 3**
Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.

3. Cont'd

3.5.4 **Priority 4**

Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities or insufficient information provided by applicant (in application and after request from Advisor) or other funding sources more appropriate. Not recommended for funding.

3.6 Staff have used the following criteria to determine whether an application is a Priority One:

3.6.1 Impact the project has on the City

3.6.2 Reach of the project

3.6.3 Depth of the project

3.6.4 Value for money

3.6.5 Best Practice

3.6.6 Innovation

3.6.7 Strong alignment to the Council Outcomes and Priorities

3.6.8 Noteworthy leverage or partnership/ match funding from other organisations or government departments.

3.7 Each Board may nominate Key Local Projects (KLP) in its area that are put forward to the Metropolitan Funding Committee for consideration for Metropolitan Strengthening Communities Funding.

4. **COMMENT**

4.1 The Lyttelton/Mt Herbert Community Board Funding Seminar on 17 June 2014 provided Community Board Members the opportunity to go through the applications to clarify any issues or questions about applications.

4.2 The Decision Matrix (**Attachment 1**) was presented to the Board at the Seminar and no decisions were made. This document outlines the projects that funding is being sought for. Following staff collaboration meetings, staff have ranked all projects as either Priority 1, 2, 3 or 4 and have made funding recommendations.

4.3 The Lyttelton/Mt Herbert Community Board has nominated one Key Local Project for 2014/15 amounting to \$14,550. This has been recommended for funding from the 2014/15 Metropolitan Strengthening Communities Fund:

Name of Group	Year	Name of Project	Amount
Project Lyttelton	2014/15	Social Enterprise Development for Lyttelton Harbour	\$14,550
TOTAL			\$14,550

4.4 Community Boards are advised that where candidates for Key Local Project funding consideration are successful in receiving funding from the Metropolitan Funding Committee, then there can be no further funding call on the Board for that project.

4.5 Community Boards have delegated authority from the Council to make final decisions on the Strengthening Communities Funding for their respective wards. The Board's decisions will be actioned immediately following the decision meeting. All groups will then be informed of the decisions and funding agreements will be negotiated where relevant. All funding approved is for the period of September to August each year. Grants will be paid out in early September 2014 following the receipt of a signed funding agreement.

5. **FINANCIAL IMPLICATIONS**

5.1 The total pool available for allocation in 2014/15, as outlined in the 2013-16 Three Year Plan and 2014/15 Annual Plan is \$38,398. There are no pre existing commitments. Applications totalling \$79,950 were received. Current staff recommendations total \$38,398.

5.2 Current recommendations align with the 2013-16 Three Year Plan (page 227) regarding community grants schemes including Board funding.

6. **STAFF RECOMMENDATION**

6.1 It is recommended that the Board give consideration to the projects detailed in the attached Decision Matrix and approve allocations from the Lyttelton/Mt Herbert Community Board 2014/15 Strengthening Communities Fund.

2014/15 SCF LYTTELTON-MT HERBERT DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00051741	Organisation Name	Project Name and Description	Project Details	Project Funding	Total Cost	Amount Requested	Staff Recommendation	Priority
	Lyttelton Mt Herbert Community Board	<p>ANZAC Day Centennial Services 2015</p> <p>This project is to bring local people together to commemorate ANZAC Day. Services are held in Lyttelton and Diamond Harbour. Functions after the services are open to the public and are well attended.</p> <p>Contribution is sought for wreaths, catering, service sheets and bugler in Diamond Harbour.</p>	<p>Staff: 0</p> <p>Volunteers: 0</p> <p>Number of participants: 300</p> <p>User fees: Nil</p>	<p>CCC funding history (this project only)</p> <p>2013/14 - \$1,320 (ANZAC Day) SCF</p> <p>2012/13 - \$1,320 (ANZAC Day) SCF</p> <p>2011/12 - \$1,200 (ANZAC Day) SCF</p> <p>Other sources of funding (this project only)</p> <p>Nil</p>	\$ 1,400	<p>\$ 1,400</p> <p>100% percentage requested</p> <p>Contribution sought towards:</p> <p>Lyttelton ANZAC event - \$710</p> <p>Diamond Harbour ANZAC event - \$690</p>	<p>\$ 1,400</p> <p>That the Lyttelton/Mt Herbert Community Board make a grant of \$1,400 towards the costs of ANZAC Day Centennial services in Lyttelton and Diamond Harbour 2015.</p>	1

<p>Organisation Details</p> <p>Service Base: Lyttelton Township, Diamond Harbour</p> <p>Council Facility: N/A</p> <p>Legal Status: N/A</p> <p>Established: N/A</p> <p>Staff – paid: N/A</p> <p>Staff – unpaid: N/A</p> <p>Target groups: Residents of the harbour basin communities. Networks: Volunteer emergency services, veterans, service organisations, community groups</p> <p>Annual Volunteer hours: N/A</p> <p>Networks: Volunteer emergency services, veterans, service organisations, community groups</p> <p>Audited accounts: N/A</p> <p>Organisation Description/Objectives:</p> <p>Community Board</p> <p>CCC Funding History</p> <p>2013/14 - \$1,320 (ANZAC Day) SCF</p> <p>2012/13 - \$1,320 (ANZAC Day) SCF</p> <p>2011/12 - \$1,200 (ANZAC Day) SCF</p>	<p>Alignment with Council Strategies and Board Objectives</p> <ul style="list-style-type: none"> Strengthening Communities More and different people involved (broader community engagement) <p>Alignment with Council Funding Outcomes</p> <ul style="list-style-type: none"> Reduce or overcome barriers Increase community engagement Community participation and awareness <p>How much will the project do? (Measures)</p> <p>Stage two ANZAC Day Services, one in Diamond Harbour and one in Lyttelton township.</p> <p>How will participants be better off?</p> <p>Communities will have the opportunity to commemorate an important day in New Zealand history and recognise sacrifices made by community members</p> <p>Communities will have the opportunity to gather and share a common experience.</p>	<p>Staff Assessment</p> <p>This project is being recommended as a Priority One due to the reach and impact of the project.</p> <p>The project is to be delivered on 25 April 2015, through holding two ANZAC Day services, one in Lyttelton and one in Diamond Harbour. The ceremonies include a parade of local service groups, speeches and the laying of wreaths. The Diamond Harbour ceremony includes a lone piper. Both events conclude with a cup of tea function. The cost of each event is very similar.</p> <p>Staff in the Transport and Greenspace Unit organise and implement the road closures. Other aspects of the services are organised by volunteers in the community.</p> <p>The target group is the general community. The success of this project will be measured through monitoring the number of attendees at both ceremonies and the number of participants involved in the services and the parades. Feedback will be provided from community and Board members.</p> <p>There is strong support for the observance of ANZAC Day in these communities with many local service groups participating actively in the service and attendance by a large number of people from the local community covering a diverse range of community members ranging in age from the very young to the elderly, including war veterans. The 'cup of tea' functions afterwards are also well patronised by local people. The social benefits are immeasurable as community members interact with each other and their elected members. In a small community this day is a true example of people meeting together with a common focus.</p>
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2014/15 SCF LYTTELTON-MT HERBERT DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00051742	Organisation Name	Project Name and Description	Project Details	Project Funding	Total Cost	Amount Requested	Staff Recommendation	Priority
	Lytelton Mt Herbert Community Board	<p>Communicating with the Community</p> <p>The Lyttelton/Mt Herbert Community Board would like to communicate with the community through articles in local newspapers, public meetings and workshops, with specific reference to post earthquake and other topical issues.</p>	<p>Staff: 0</p> <p>Volunteers: 0</p> <p>Number of participants: 5,500</p> <p>User fees: 0</p>	<p>CCC funding history (this project only)</p> <p>2013/14 - \$500 (Newsletter) SCF</p> <p>2012/13 - \$300 (Newsletter) SCF</p> <p>2011/12 - \$500 (Newsletter) SCF</p> <p>2010/11 - \$1,065 (Newsletter) SCF</p> <p>Other sources of funding (this project only)</p> <p>Nil</p>	\$ 1,000	<p>\$ 1,000</p> <p>100% percentage requested</p> <p>Contribution sought towards:</p> <p>Production/advertising costs involved in placing articles in local newspapers, venue hire and other costs for public meetings and workshops - \$1,000</p>	<p>\$ 1,000</p> <p>That the Lyttelton/Mt Herbert Community Board makes a grant of \$1,000 for communicating with the community.</p>	1

<p>Organisation Details</p> <p>Service Base: 25 London Street, Lyttelton</p> <p>Council Facility: Yes</p> <p>Legal Status: N/A</p> <p>Established: N/A</p> <p>Staff – paid: N/A</p> <p>Staff – unpaid: N/A</p> <p>Target groups: Harbour Basin Residents</p> <p>Annual Volunteer hours: N/A</p> <p>Networks: N/A</p> <p>Audited accounts: N/A</p> <p>Organisation Description/Objectives:</p> <p>Community Board</p> <p>CCC Funding History</p> <p>2013/14 - \$500 (Newsletter) SCF</p> <p>2012/13 - \$300 (Newsletter) SCF</p> <p>2011/12 - \$500 (Newsletter) SCF</p> <p>2010/11 - \$1,065 (Newsletter) SCF</p>	<p>Alignment with Council Strategies and Board Objectives</p> <ul style="list-style-type: none"> Strengthening Communities More and different people involved (broader community engagement) Greater community interest in role of the Community Board <p>Alignment with Council Funding Outcomes</p> <ul style="list-style-type: none"> Reduce or overcome barriers Increase community engagement Community participation and awareness <p>How much will the project do? (Measures)</p> <p>The Board will communicate with the local community in a variety of ways.</p> <p>How will participants be better off?</p> <p>The local community will be well informed about Community Board and Council activities. The Community Board will receive timely and direct feedback from the community about any concerns.</p>	<p>Staff Assessment</p> <p>This project is recommended as a Priority One due to the reach, depth and cost effectiveness of this project.</p> <p>The project would be delivered by staff and Board members, over the period September 2014 to August 2015.</p> <p>The bulk of the project is undertaken by Community Board members. There is existing staff capacity to carry out the balance of the project.</p> <p>The Board needs to communicate with the community and inform them of its activities and decisions. In previous years a small broadsheet was produced. The Community Board has decided that a range of activities will provide a better coverage and flexibility to do this. In addition, it will provide a conduit for direct feedback from community members.</p> <p>The Board has scheduled time to discuss details of this project in June.</p> <p>The project's success will be measured by feedback from the community and Board members, and attendance at meetings and workshops.</p> <p>This project will provide a range of opportunities and points of contact for community interaction and discussion.</p> <p>It is anticipated that not only will community members will be better informed about Community Board/Council related activities and decisions but the Board will receive timely and direct information from the community as a result of this project.</p>
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2014/15 SCF LYTTELTON-MT HERBERT DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00051641	Organisation Name	Project Name and Description	Project Details	Project Funding	Total Cost	Amount Requested	Staff Recommendation	Priority
	Project Lyttelton Incorporated	<p>Building the Capacity of Project Lyttelton</p> <p>To provide additional capacity at management level within Project Lyttelton (PL) to facilitate the development of alternative funding initiatives and provide additional capacity for management of staff.</p> <p>The aim is to reduce reliance on external funders whilst enabling long term sustainability and development of projects.</p>	<p>Staff: 1</p> <p>Volunteers: 5</p> <p>Number of participants: 1,500</p> <p>User fees: Nil</p>	<p>CCC funding history (this project only)</p> <p>Nil directly.</p> <p>However, administration support and stationery have been provided out of some previous grant allocations:</p> <p>Other sources of funding (this project only)</p> <p>\$3,575 Funds on hand</p>	\$17,475	<p>\$14,550</p> <p>83% percentage requested</p> <p>Contribution sought towards:</p> <p>\$14,300 - Salary/Wages</p> <p>\$ 50 - stationery</p> <p>\$200 - phone/internet</p>	<p>\$14,550</p> <p>That the Lyttelton/Mt Herbert Community Board nominates Project Lyttelton Inc. as a Key Local Project and recommends funding of \$14,550 for Building the Capacity of Project Lyttelton project from the Metropolitan Funding Committee.</p>	1

<p>Organisation Details</p> <p>Service Base: 'The Portal' - 54a Oxford Street, Lyttelton (Temporarily relocated to the Lyttelton Information Centre at 20 Oxford Street during the Norman Kirk Memorial Pool rebuild.)</p> <p>Council Facility: Yes</p> <p>Legal Status: Incorporated Society</p> <p>Established: 3/02/1994</p> <p>Staff – paid: 14</p> <p>Staff – unpaid: 560</p> <p>Target groups: Other community groups and their beneficiaries, existing Project Lyttelton projects and local businesses.</p> <p>Annual Volunteer hours: 1125</p> <p>Networks: Lyttelton Harbour Basin Youth Council, Lyttelton Community House, Orton Bradley Park, Whakaraupo Carving Centre, Lyttelton Club, Lyttelton West School</p> <p>Audited accounts: 31/03/2013</p> <p>Organisation Description/Objectives:</p> <p>To maintain and improve the quality of life of the inhabitants of Lyttelton.</p> <p>To promote the economic development of the area.</p> <p>To encourage community spirit and activity.</p> <p>To promote awareness of Maori culture and history with the local Tangata Whenua.</p> <p>To maintain and improve the physical environment.</p> <p>To co-ordinate community resources.</p> <p>To develop interest in local history.</p> <p>To make Lyttelton attractive to tourists and visitors.</p> <p>To edit, publish, print and distribute magazines, posters, newspapers, books pamphlets and any other literature whatsoever.</p> <p>CCC Funding History</p> <p>2013/14 - \$1,000 (Harbour Harvest Festival) DRF</p> <p>2013/14 - \$3,000 (Living Springs Mini Farm) SGF</p> <p>2013/14 - \$6,000 (Festival of Walking and PL Admin) SCF</p> <p>2012/13 - \$55,000 (Tin Palace Art Gallery) CEF</p> <p>2012/13 - \$20,000 (Festival of Lights) Events and Festivals Fund</p> <p>2012/13 - \$1,500 (Time Bank) SGF</p> <p>2012/13 - \$3,000 (PL Admin) SGF</p> <p>2012/13 - \$7,000 (Treaty Training and Festival of Walking) SCF</p> <p>2011/12 - \$1,750 (PL Office Equipment and Stationery) DRF</p> <p>2011/12 - \$20,000 (Festival of Lights) Events and Festivals Fund</p>	<p>Alignment with Council Strategies and Board Objectives</p> <ul style="list-style-type: none"> Strengthening Communities <p>Alignment with Council Funding Outcomes</p> <ul style="list-style-type: none"> Foster collaborative responses Reduce or overcome barriers Provide community based programmes Community participation and awareness Support, develop and promote capacity <p>How much will the project do? (Measures)</p> <p>Commit up to 50 hours a year to working with other groups, sharing knowledge, offering support and training around developing funding streams;</p> <p>Grow the revenue generated by Project Lyttelton's existing initiatives (target 10%)</p> <p>Trial a minimum of three, and up to five new revenue generating initiatives number of which are variable dependent on size and scale.</p> <p>How will participants be better off?</p> <p>This project will enable the Project Lyttelton organisation to be more resilient, be less funding dependent and their employees to have more job security.</p> <p>Project Lyttelton's existing projects will be sustainable and sufficiently resourced to maintain service delivery and grow.</p> <p>Other organisations will have opportunities to fundraise for themselves.</p> <p>Collectively, the community groups of Lyttelton Harbour will become more knowledgeable with increased business skills.</p> <p>This project will help support the capacity of the variety of active community groups working to serve the differing needs of all local residents.</p> <p>Local people will continue to enjoy a range of fun, engaging activities and vibrant community festivals and events.</p>	<p>Staff Assessment</p> <p>This development project is a project of Project Lyttelton (PL) and is recommended as a Key Local Project due to the organisation having a proven track record with Council in providing a high quality level of service, its significant contribution towards the Council's Funding Outcomes and Priorities, and because it demonstrates leadership and innovation.</p> <p>PL is the only organisation of its type within the Lyttelton Harbour Basin and has grown significantly in size and reach during the last ten years. It is responsive to new opportunities, and harnesses members' drive and enthusiasm. It has a track record of collaborating with groups both inside and outside the community, and sharing its expertise and capacity.</p> <p>PL's activities include: the festivals (Summer, Winter, Walking Kura Festival and latterly the Harbour Harvest), Lyttelton Farmers Market, Lyttelton Time Bank, food security projects, LIFT Library, community visioning, grow harbour kids programme and the community garden.</p> <p>PL sees a need to build sustainability and resilience by developing initiatives to reduce income dependence on external funding for themselves and groups harbour-wide.</p> <p>PL has the skills, expertise and passion to drive this process, and will require investment in sufficient management hours to develop and deliver these projects effectively and see them thrive. The Development Manager employed for 11 hours per week will: Further develop PL's existing revenue generating initiatives; Develop new ones; Provide capacity to offer expertise and knowledge to other groups within the community; Maintain and grow opportunities for other groups to fundraise through PL initiatives.</p> <p>The existing model of reliance on external grants funding is neither sustainable nor resilient. PL sees that they run the risk of limiting the good work that can be produced by the community which would leave PL, its projects, services and employees vulnerable to potential funding shortfalls.</p> <p>Project Lyttelton currently runs three income generating initiatives: the Garage Sale, the Farmers Market and the festival/events programme.</p> <p>The Garage Sale in particular is evidence of an inclusive model where funds are raised not just to support PL's own projects (e.g. the Timebank, Community Garden, LIFT Library) but those of other organisations. A total of nineteen different local groups have run sales and generated their own income through this means in the last two calendar years. In 2013 alone PL raised nearly \$9,750 to go towards their projects and \$8,526 for other local groups.</p> <p>As an area Lyttelton is fortunate to have a vibrant, thriving community with more than 30 different active community groups. As grants funding is generally contestable, these organisations and projects compete for finite and not guaranteed resources.</p>
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2014/15 SCF LYTTELTON-MT HERBERT DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00051841	Organisation Name	Project Name and Description	Project Details	Project Funding	Total Cost	Amount Requested	Staff Recommendation	Priority
	Diamond Harbour Community Association	<p>Diamond Harbour Presents: Live at Point and Sculpture at the Point</p> <p>This project will provide a series of music events and a sculpture trail every Sunday for nine weeks over the summer period. The music event, Live at the Point, is presented on the grounds of the old Godley House which fell in the 22nd February earthquake.</p> <p>The sculptures for Sculpture at the Point are placed around Stoddart Point, the village centre and Godley House site.</p>	<p>Staff: 0</p> <p>Volunteers: 25</p> <p>Number of participants: 2,500</p> <p>User fees: Nil</p>	<p>CCC funding history (this project only)</p> <p>2012/13 - \$7,000 (Diamond Harbour Presents) DRF</p> <p>2012/13 - \$5,000 (Diamond Harbour Presents Sculpture on the Point) CC</p> <p>2012/13 - \$2,000 (Diamond Harbour Presents Sublime Sounds) CC</p> <p>2011/12 - \$1,000 (Sublime Sounds at The Point) CC</p> <p>Other sources of funding (this project only)</p> <p>Sponsorship from local businesses is sought in cash or in kind. This normally totals \$3000</p> <p>Creative Communities - \$10,000 (pending)</p> <p>Rotary Community Fund - \$1,000 (pending)</p> <p>Canterbury Community Trust - \$10,000 (pending)</p>	\$29,900	\$16,000	<p>\$ 8,000</p> <p>That the Lyttelton/Mt Herbert Community Board makes a grant of \$8,000 to the Diamond Harbour Community Association for Diamond Harbour Presents: Live at the Point and Sculpture at the Point.</p>	2

<p>Organisation Details</p> <p>Service Base: Private address</p> <p>Council Facility: Live at the Point music is annual (and Sculpture every 2nd year) on the Godley House site.</p> <p>Legal Status: Incorporated Society</p> <p>Established: 1/02/1931</p> <p>Staff – paid: 0</p> <p>Staff – unpaid: 7</p> <p>Target groups: People from all over Christchurch, local community.</p> <p>Annual Volunteer hours: 2000</p> <p>Networks: Nil</p> <p>Audited accounts: 6/03/2013</p> <p>Organisation Description/Objectives:</p> <p>To promote the welfare and interests of the residents and rate payers of the Diamond Harbour area</p> <p>To purchase, take on lease or in exchange, or otherwise acquire and improve such property as may be required for carrying out the objects of the Organisation</p> <p>To liaise with the local government concerned to obtain continued maintenance, upgrading and provision of the infrastructure and community facilities of the area</p> <p>CCC Funding History</p> <p>2012/13 - \$750 (Diamond Harbour and Bays Business and Ideas Expo) SGF Grant Returned</p> <p>2012/13 - \$7,578 (Stoddart Point Regeneration Project) SCF</p> <p>2012/13 - \$7,000 (Diamond Harbour Presents) DRF</p> <p>2012/13 - \$5,000 (Diamond Harbour Presents Sculpture on the Point) CC</p> <p>2012/13 - \$2,000 (Diamond Harbour Presents Sublime Sounds) CC</p> <p>2011/12 - \$1,000 (Sublime Sounds at The Point) CC</p> <p>2011/12 - \$5,000 (Public Seating, Diamond Harbour) DRF</p>	<p>Alignment with Council Strategies and Board Objectives</p> <ul style="list-style-type: none"> • Strengthening Communities • Local community partnership in earthquake recovery • Arts and creative activities supported and celebrated • Destination Lyttelton Harbour "on the map" for visitors <p>Alignment with Council Funding Outcomes</p> <ul style="list-style-type: none"> • Foster collaborative responses • Reduce or overcome barriers • Provide community based programmes • Enhance community & neighbourhood safety • Community participation and awareness • Support, develop and promote capacity <p>How much will the project do? (Measures)</p> <p>Diamond Harbour Community Association will:</p> <p>Manage the day to day operation of music events each Sunday</p> <p>Arrange Council consents for all activities</p> <p>Find funding and sponsorship for the events and sculpture trail</p> <p>Do all the promotion and publicity, brochure distribution, artists interviews.</p> <p>Arrange volunteers to assist with the clean-up after the event.</p> <p>How will participants be better off?</p> <p>Community networks will be strengthened</p> <p>Local cafes and Black Cat Ferries enjoy increased patronage.</p> <p>The local real estate agent opens his office on Sunday during the series.</p> <p>Local bands are provided with a great place to play. They are provided with a paper bag lunch from the local cafe and a crowd to perform to.</p> <p>Other community groups hold their own fundraising activities like sausages sizzles.</p>	<p>Staff Assessment</p> <p>Diamond Harbour Community Association have provided a series of music events every Sunday over the summer period for the past three years with a sculpture trail every other year. The music is presented on the grounds of the old Godley House which fell in the 22 February 2011 earthquake. The foundations of the house remain and the grounds are maintained by the Christchurch City Council. The sculptures are placed around Stoddart Point, the village centre and Godley House site in places chosen by the sculptors for often site-specific works.</p> <p>The aim of the Sunday afternoon events is to support local businesses, maintain a community presence at Godley House, and provide a metropolitan destination point. Bringing local people together promotes enhanced relationships within the community and community safety as locals get know each other.</p> <p>Local bands are provided with a place to play. They are provided with a paper bag lunch from the local cafe and a crowd to perform to. Local cafes and Black Cat Ferries enjoy increased patronage. The local real estate agent opens his office on Sunday during the series. Other community groups hold their own fundraising activities like sausages sizzles on a busy Sunday as well.</p> <p>The programme this year will take place over a nine week period from Sunday 28 December 2014 to Sunday 22 February 2015. Local volunteers will undertake all of the organisation requirements.</p> <p>Godley House provided a meeting point for the community prior to its damage in the September 2010 earthquake and collapse following the February 2011 earthquake. This series of events provides for community activities and fundraising. Local musicians are employed to provide the music, including young up and coming musicians, for whom this is a first gig.</p> <p>Members of other clubs and groups in Diamond Harbour help out by collecting donations for the events on the day and are able to put their information out to promote their activities.</p> <p>There are no other groups providing similar projects in the Diamond Harbour Area. Diamond Harbour Community Association intend to apply to Creative Communities for additional funding towards the cost of running this event.</p>
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2014/15 SCF LYTTELTON-MT HERBERT DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00051909	Organisation Name	Project Name and Description	Project Details	Project Funding	Total Cost	Amount Requested	Staff Recommendation	Priority
	Lyttelton Community House Trust	<p>Capacity Building for Lyttelton Community House</p> <p>Lyttelton Community House is open weekdays providing a drop in service for the Lyttelton Harbour Basin community where people can gain support in times of need.</p> <p>Additional projects include a weekly community lunch, weekly grocery shopping trips by van, community meals delivered to elderly, a community outreach service, Matariki and Parihaka annual events.</p> <p>Contribution is sought towards salaries, wages and administration costs.</p>	<p>Staff: 3</p> <p>Volunteers: 30</p> <p>Number of participants: 3,000</p> <p>User fees: Nil</p>	<p>CCC funding history (this project only)</p> <p>2013/14 - \$12,208 (Capacity Building for LCH) SCF</p> <p>2012/13 - \$8,100 (Lyttelton Community House Projects) SCF</p> <p>2011/12 - \$8,000 (Employment and Operational) SCF</p> <p>Other sources of funding (this project only)</p> <p>\$20,000 Lotteries (Pending)</p>	\$80,714	<p>\$20,000</p> <p>25% percentage requested</p> <p>Contribution sought towards:</p> <p>Salaries/Wages - \$15,000</p> <p>Administration (such as: telephone/internet, postage, printing, stationery, computer expenses, audit fees, rent, insurance) - \$5,000</p>	<p>\$10,500</p> <p>That the Lyttelton/Mt Herbert Community Board make a grant of \$10,500 to Lyttelton Community House Trust towards salaries/wages and administration costs.</p>	2

<p>Organisation Details</p> <p>Service Base: 7 Dublin Street, Lyttelton Council Facility: No Legal Status: Charitable Trust Established: 1/01/2008 Staff – paid: 3 Staff – unpaid: 30 Target groups: Elderly and others with high needs Annual Volunteer hours: 6,240</p> <p>Networks: Canterbury Menz Shed Hub group</p> <p>Audited accounts: 30/06/2013</p> <p>Organisation Description/Objectives:</p> <p>To provide a community house in Lyttelton accessible by all members of the community. To undertake a range of community engagement, services and initiatives. To offer social, economic and education support, particularly for community members on low incomes. To identify and implement new community initiatives that would enhance the social well-being of Lyttelton and Lyttelton Harbour Basin community.</p> <p>CCC Funding History</p> <p>2013/14 - \$400 (Matariki 2014) SGF 2013/14 - \$300 (Parihaka Commemoration) SGF 2013/14 - \$1,000 (Tuesday Community Lunch) SGF 2013/14 - \$12,208 (Capacity Building for LCH) SCF 2012/13 - \$1,000 (Community Lunch and Matariki) SGF 2012/13 - \$8,100 (Lyttelton Community House Projects) SCF 2011/12 - \$4,000 (Community Meals Project) DRF 2011/12 - \$700 (Lyttelton - Earthquake Response Book) CC 2011/12 - \$8,000 (Employment and Operational) SCF 2011/12 - \$1,000 (Matariki, Parihaka and Community Lunch Projects) SGF</p>	<p>Alignment with Council Strategies and Board Objectives</p> <ul style="list-style-type: none"> Strengthening Communities <p>Alignment with Council Funding Outcomes</p> <ul style="list-style-type: none"> Foster collaborative responses Reduce or overcome barriers Provide community based programmes Enhance community & neighbourhood safety Community participation and awareness Support, develop and promote capacity <p>How much will the project do? (Measures)</p> <p>Provide a weekday drop in and weekly lunch. Provide assistance to those requiring help and access to services and agencies as required. Deliver programmes and opportunities which encourage empowerment and provide a venue for people with similar interests to form groups. Provide outreach support and services for the more vulnerable and elderly, including community meals and grocery trips. Provide a range of recreation and activities for the community.</p> <p>How will participants be better off?</p> <p>Participants benefit from a local space dedicated for delivering a locally based service catering specifically to more vulnerable and elderly people in the area. The safe, comfortable and caring environment provided encourages individuals to seek help. Participants will be supported to achieve goals such as long term employment and assisted in their dealings with Government agencies. The recreation and community activities aim to enhance a sense of well-being and belonging amongst the community. Provision of meals to the elderly of the area ensures that recipients have at least one hot meal a day. This service can continue to operate, and be extended as required in an emergency.</p>	<p>Staff Assessment</p> <p>The Lyttelton Community House Trust (LCH) provides support for people to link with others in the community, to access help agencies and to provide community based programmes. The House is open weekdays from 10am to 2pm downstairs from the Youth Centre and offers a place of meeting especially for those with high needs. The project offers a range of services and recreational activities which it is regularly developing and evaluating. Projects of the Trust include: Weekly community lunch on Tuesdays; Support, liaison and preparation such as CV development for employment, education, access to appropriate health care (including drug and alcohol addiction support); Interest Groups: Craft, Men's Group; Annual events: Matariki Celebration (June), Parihaka Commemoration (November) The House supports the most vulnerable members of the community many of whom are dealing with ongoing issues, which have been exacerbated by the series of earthquakes experienced since September 2010 and of the predicted ongoing effects. After the February 2011 earthquakes, the House extended its opening hours, provided daily lunches and delivered meals to the most vulnerable. The community meals project has continued, ensuring regular meals and visits to the elderly, with the work done mainly by volunteers. This project continues, has been evaluated and is a priority for the group as numbers being catered indicate there is a continuing need. All staff have as part of their roles identifying and assessing community needs, development of community programmes and activities to meet these needs and liaising with appropriate organisations. The Community Facilitator/Manager manages the day to day running of the house providing a safe and welcoming space, manages the associated projects, and develops and manages annual events. The Community Development Worker works out of and outside the House assisting vulnerable community members to access appropriate support and services which include the free weekly shopping bus service to Christchurch for those without easy travel alternatives to supermarkets. The Assistant Facilitator's duties include assisting the Manager with the day to day running of the House, annual events, facilitating the community lunch with support from volunteers etc, and assisting the Development Worker with outings and visits as required. The Lyttelton Community House project developed out of two major pieces of research carried out in Lyttelton over past years. This research highlighted the multiple layers within Lyttelton, and in particular, the social issues facing the community.</p>
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2014/15 SCF LYTTTELTON-MT HERBERT DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00051782	Organisation Name	Project Name and Description	Project Details	Project Funding	Total Cost	Amount Requested	Staff Recommendation	Priority
	Lyttelton Harbour Basin Youth Council Inc	<p>Youth Centre Projects</p> <p>The Lyttelton Harbour Basin Youth Council (LHBYC) is a community based, not for profit organisation whose purpose is to run a centrally located drop in centre as well as various youth centred programmes supported and driven by trained youth workers.</p> <p>The LHBYC works with youth, the wider community and families. It endeavours to provide and promote positive role models and activities at little cost to participants to ensure that all youth have the chance to participate.</p> <p>Contribution is sought towards staff wages.</p>	<p>Staff: 5</p> <p>Volunteers: 15</p> <p>Number of participants: 250</p> <p>User fees: Nil</p>	<p>CCC funding history (this project only)</p> <p>2013/14 \$2,000 (Administration Support) SGF</p> <p>2013/14 \$12,870 (Youth Centre Coordination)</p> <p>2012/13 \$8,100 (Lyttelton Youth Centre Projects) SCF</p> <p>2011/12 \$3,800 (Administration) DRF</p> <p>2011/12 \$10,198 (Lyttelton Youth Centre) SCF</p> <p>Other sources of funding (this project only)</p> <p>Lotteries - \$15,000</p> <p>Canterbury Community Trust Wages - \$30,000</p>	\$107,269	\$20,000	\$10,498	2

<p>Organisation Details</p> <p>Service Base: 7 Dublin Street, Lyttelton Council Facility: No Legal Status: Incorporated Society Established: 4/03/1995 Staff – paid: 5 Staff – unpaid: 30 Target groups: Young people in Lyttelton and surrounding bays. Annual Volunteer hours: 1,560</p> <p>Networks: Canterbury Youth Workers Collective</p> <p>Audited accounts: 31/03/2013</p> <p>Organisation Description/Objectives:</p> <p>The aim of the Youth Council is to promote positive role models, socialisation opportunities and community participation by young people, especially disadvantaged young people, in order to promote and foster self-esteem, group membership skills and other general qualities seen in responsible members of society.</p> <p>The Society employs, supervises and supports youth workers to provide planned and structured recreation activities for young people.</p> <p>CCC Funding History</p> <p>2013/14 - \$1,500 (Camp at Wainui) SGF 2013/14 - \$2,000 (Administration Support) SGF 2013/14 - \$12,870 (Youth Centre Coordination) 2012/13 - \$1,596 (Hanmer Springs Youth Camp) SGF 2012/13 - \$8,100 (Lyttelton Youth Centre Projects) SCF 2011/12 - \$3,600 (Carving Project) Safer Christchurch - Banks Peninsula Fund 2011/12 - \$3,800 (Administration) DRF 2011/12 - \$2,500 (Living Springs Camp) SGF 2011/12 - \$10,198 (Lyttelton Youth Centre) SCF</p>	<p>Alignment with Council Strategies and Board Objectives</p> <ul style="list-style-type: none"> Strengthening Communities Strategy Youth Strategy <p>Alignment with Council Funding Outcomes</p> <ul style="list-style-type: none"> Reduce or overcome barriers Provide community based programmes Enhance community & neighbourhood safety Community participation and awareness Support, develop and promote capacity <p>How much will the project do? (Measures)</p> <p>Youth Centre staff will provide a week day drop in centre from 3pm to 7pm or 9pm dependent on activity, for young people aged 10 to 20 years from the harbour communities to meet and access support.</p> <p>Programmes will regularly be reviewed and evaluated for relevancy and modified as necessary or desirable, and attendance will be tracked.</p> <p>The Youth Council employs trained staff, able to provide support, encouragement, guidance and mentoring. Staff will continue to provide assistance to families through the support given to local young people.</p> <p>The Youth Council will maintain close contact with the police, local schools and other community organisations enabling the free flow of information and, feedback on programmes, increased awareness of youth issues, and identification of opportunities for young people to be involved in the community.</p> <p>How will participants be better off?</p> <p>The children and youth will be better off as they get respite from their usual routines and stresses and forge close bonds with each other and have the support of trained youth workers for guidance.</p> <p>Activities provide opportunities for young people to gain new skills, confidence and new and broadening perspectives on their lives. By supporting young people in times of need, the family as a whole is nurtured.</p> <p>The young people and the wider community will benefit from opportunities provided for community participation and socialisation, and other general qualities seen in responsible society members.</p>	<p>Staff Assessment</p> <p>The LHBYC is seeking funding towards the costs of the wages for five core staff: Manager, Senior Youth Worker and three Assistant Youth Workers. Wages are a necessary operating expense for the group which employs suitably qualified youth workers.</p> <p>The Manager is responsible for leadership and support of the team, providing strategic leadership of the centre and communication with the LHBYC Board, and development and implementation of projects. The Senior Youth Worker is responsible for delivery of projects, including a lead role for the Centre and to assist the Manager where required. The Assistant Youth Worker helps visitors to achieve their potential providing relevant support and interventions and to actively support the Senior Youth Worker.</p> <p>Staff undergo regular supervision which has become particularly valuable since the earthquakes as they are dealing with complex issues which appear to be becoming more serious in nature. The youth team targets identified issues for local youth including access and use of alcohol and other drugs through education programmes.</p> <p>Despite these issues, the LHBYC reports a continued lowered crime rate amongst local young people which they say the local police believe is in part attributable to the Youth Centre.</p> <p>Projects of the LHBYC include; Drop-in Centre for young people; 'Under-age' (10-13 year olds) drop-in sessions; One on one support and assistance to access helping agencies; Separate girls and boys groups; Camps, Marae visits, carving course, climbing, art and craft programmes, music lessons; Group, educational and holiday programmes and life skills development such as goal setting and leadership.</p> <p>250 youth from around the harbour basin have direct access to the Youth Centre and the services offered, however most young people come from Lyttelton around to Cass Bay. They have recently reported that the particular issues faced are still the unsettled nature of the children and young people they are dealing with in high volumes since the earthquakes.</p> <p>Youth workers have a focus on the 'under-age' group (10-13 year olds) identified as a significant tipping point for 'at risk' behaviours in Lisa Fitzgerald's doctorate thesis (2004). The programme supports them in life skills development and more specifically in transitioning to secondary school.</p> <p>No other group or agency in the harbour area provides the same service.</p>
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2014/15 SCF LYTTELTON-MT HERBERT DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00051736	Organisation Name	Project Name and Description	Project Details	Project Funding	Total Cost	Amount Requested	Staff Recommendation	Priority
	Lytelton Mt Herbert Community Board	<p>Neighbourhood Week 2014</p> <p>Neighbourhood Week is celebrated annually. Individuals and community groups hold a variety of small neighbourhood events within their area.</p> <p>This helps neighbours and a community to get to know each other and enhances community and neighbourhood safety as a result. This event encourages a sense of belonging and strengthens neighbourhood cohesion and community links.</p> <p>Neighbourhood Week will be held in October/November 2014.</p>	<p>Staff: 1</p> <p>Volunteers: 14</p> <p>Number of participants: 500</p> <p>User fees: Nil</p>	<p>CCC funding history (this project only)</p> <p>2013/14 - \$2,000 (Neighbourhood Week) SCF</p> <p>2012/13 - \$2,000 (Neighbourhood Week) SCF</p> <p>2011/12 - \$2,000 (Neighbourhood Week) SCF</p> <p>Other sources of funding (this project only)</p> <p>Nil</p>	\$ 2,000	<p>\$ 2,000</p> <p>100% percentage requested</p> <p>Contribution sought towards:</p> <p>Neighbourhood Week Grants - \$1,800</p> <p>Publicity Promotion - \$200</p>	<p>\$ 2,000</p> <p>That the Lyttelton/Mt Herbert Community Board makes a grant of \$2,000 towards Neighbourhood Week 2014.</p>	2

<p>Organisation Details</p> <p>Service Base: 15 London Street, Lyttelton</p> <p>Council Facility: Yes</p> <p>Legal Status: n/a</p> <p>Established: n/a</p> <p>Staff – paid: n/a</p> <p>Staff – unpaid: n/a</p> <p>Target groups: Neighbourhood and Community networks around the Lyttelton Harbour basin.</p> <p>Annual Volunteer hours: n/a</p> <p>Networks: n/a</p> <p>Audited accounts: n/a</p> <p>Organisation Description/Objectives:</p> <p>Community Board</p> <p>CCC Funding History</p> <p>2013/14 - \$2,000 (Neighbourhood Week) SCF</p> <p>2012/13 - \$2,000 (Neighbourhood Week) SCF</p> <p>2011/12 - \$2,000 (Neighbourhood Week) SCF</p>	<p>Alignment with Council Strategies and Board Objectives</p> <ul style="list-style-type: none"> Strengthening Communities More and different people involved (broader community engagement) <p>Alignment with Council Funding Outcomes</p> <ul style="list-style-type: none"> Reduce or overcome barriers Enhance community & neighbourhood safety Community participation and awareness Support, develop and promote capacity <p>How much will the project do? (Measures)</p> <p>Record the number of applications submitted and number of events held.</p> <p>Provide funding for community events during Neighbourhood Week.</p> <p>How will participants be better off?</p> <p>Individuals and communities will have the opportunity to connect and foster relationships.</p> <p>Participants will get to know who they can seek assistance from in times of need.</p>	<p>Staff Assessment</p> <p>Applications are sought in July/August. Decisions are made by the Board September/October for events to be held during Neighbourhood Week which is the first week in November.</p> <p>A record will be kept of the number of events funded compared to the number of applications received to hold events. This will provide information on the number of applicants who are successful in receiving funding for their events.</p> <p>The number of events held in the ward compared to the number of events funded will also be measured. This will provide information on the number of successful applicants who proceed with their event.</p> <p>All events are encouraged to take place during Neighbourhood Week but some flexibility is provided with allowances made for bad weather etc.</p> <p>Staff have the capacity to deliver this project on behalf of the Board.</p> <p>The target group is the general community.</p> <p>Neighbourhood Week contributes to a safer and friendlier community. It supports the process of individuals and households connecting with others in the neighbourhood so that they feel they are a part of something that is familiar and a source of assistance in time of need.</p> <p>The event itself also provides fun and enjoyment, an important part of a healthy lifestyle.</p>
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2014/15 SCF LYTTELTON-MT HERBERT DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00051743	Organisation Name	Project Name and Description	Project Details	Project Funding	Total Cost	Amount Requested	Staff Recommendation	Priority
	Lyttelton Mt Herbert Community Board	<p>Edible Garden Awards</p> <p>The Lyttelton/Mt Herbert Community Board is keen to encourage local residents to grow their own edible gardens in their own back yards, in community spaces and at local schools.</p> <p>Edible Garden Awards are held in March/April and in conjunction with the Canterbury Horticultural Society.</p> <p>Contribution is sought towards coordination of the judging, hosting the event and printing costs.</p>	<p>Staff: 0</p> <p>Volunteers: 0</p> <p>Number of participants: 100</p> <p>User fees: Nil</p>	<p>CCC funding history (this project only)</p> <p>2013/14 - \$3,500 (Edible Garden Awards) SCF L/M</p> <p>Other sources of funding (this project only)</p> <p>Nil</p>	\$ 3,500	<p>\$ 3,500</p> <p>100% percentage requested</p> <p>Contribution sought towards:</p> <p>Coordination of the judging and awards ceremony, printing costs etc - \$3,500</p>	<p>\$ 3,500</p> <p>That the Lyttelton/Mt Herbert Community Board make grant of \$3,500 towards the Edible Garden Awards.</p>	2

<p>Organisation Details</p> <p>Service Base: 15 London Street, Lyttelton</p> <p>Council Facility: Yes</p> <p>Legal Status: n/a</p> <p>Established: n/a</p> <p>Staff – paid: n/a</p> <p>Staff – unpaid: n/a</p> <p>Target groups: Residents of the Lyttelton/Mt Herbert Community Board area.</p> <p>Annual Volunteer hours: n/a</p> <p>Networks: Canterbury Horticultural Society to undertake assessments.</p> <p>Audited accounts: n/a</p> <p>Organisation Description/Objectives:</p> <p>CCC Funding History</p> <p>2013/14 - \$3,500 (Edible Garden Awards) SCF L/M</p>	<p>Alignment with Council Strategies and Board Objectives</p> <ul style="list-style-type: none"> Strengthening Communities Strategy <p>Alignment with Council Funding Outcomes</p> <ul style="list-style-type: none"> Foster collaborative responses Provide community based programmes Increase community engagement Community participation and awareness <p>How much will the project do? (Measures)</p> <p>The number of nomination forms will be recorded. Numbers attending the event will be recorded.</p> <p>How will participants be better off?</p> <p>People will have their efforts to grow edible gardens recognised. People will have the opportunity to participate in a shared celebration.</p>	<p>Staff Assessment</p> <p>Edible Garden Awards celebrate individuals, schools and communities involved in growing their own food. This Lyttelton/Mt Herbert Community Board initiative acknowledges not only the direct health and economic benefits of growing and harvesting food but also the community connectedness and resilience that comes from toiling together for a common goal.</p> <p>The Lyttelton/Mt Herbert Community Board is committed to encouraging localised food production. The Board has identified the current trend within the local communities of developing the next generation to grow and develop their own food, nurture their own environment, themselves and others.</p> <p>The partnership between the Lyttelton/Mt Herbert Community Board and the Canterbury Horticultural Society displays and celebrates all those Lyttelton/Mt Herbert residents and schools passionate about their gardens. This award is one which the Board hopes will grow in the future with more residents taking part each year.</p> <p>Measures of the success of this project will include recording the numbers of returned nomination forms and attendance numbers at the event. These may serve as indicators of people's keenness to have their efforts recognised and of shared celebration and encouragement of gardening culture and effort respectively.</p> <p>These awards were first held in Lyttelton/Mt Herbert in early April 2014. Shirley/Papanui is the only other community board within Christchurch currently running this award.</p>
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2014/15 SCF LYTTELTON-MT HERBERT DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00051745	Organisation Name	Project Name and Description	Project Details	Project Funding	Total Cost	Amount Requested	Staff Recommendation	Priority
	Lyttelton Mt Herbert Community Board	<p>Community Service Awards 2015</p> <p>Community Service Awards awarded at an awards ceremony in recognition of significant voluntary service in the Lyttelton/Mt Herbert area.</p> <p>Contribution is sought towards venue hire, catering, certificates, photography, advertising and production of associated materials.</p>	<p>Staff: 0</p> <p>Volunteers: 0</p> <p>Number of participants: 30</p> <p>User fees: Nil</p>	<p>CCC funding history (this project only)</p> <p>2011/12 - \$1,500 (Community Service Awards) SCF</p> <p>2008/09 - \$2,000 (Community Service Awards) SCF</p> <p>Other sources of funding (this project only)</p> <p>Nil</p>	\$ 1,500	<p>\$ 1,500</p> <p>100% percentage requested</p> <p>Contribution sought towards:</p> <p>Advertising, event programmes, certificates and framing, catering, venue hire, photography, postage - \$1,500</p>	<p>\$ 1,500</p> <p>That the Lyttelton Mt Herbert Community Board makes a grant of \$1,500 towards Community Service Awards 2015.</p>	2

<p>Organisation Details</p> <p>Service Base: 15 London Street, Lyttelton</p> <p>Council Facility: Yes</p> <p>Legal Status: n/a</p> <p>Established: n/a</p> <p>Staff – paid: n/a</p> <p>Staff – unpaid: n/a</p> <p>Target groups: Community groups and individuals in the Lyttelton/Mt Herbert area.</p> <p>Annual Volunteer hours: n/a</p> <p>Networks: n/a</p> <p>Audited accounts: n/a</p> <p>Organisation Description/Objectives:</p> <p>Community Board</p> <p>CCC Funding History</p> <p>2011/12 - \$1,500 (Community Service Awards) SCF</p> <p>2008/09 - \$2,000 (Community Service Awards) SCF</p>	<p>Alignment with Council Strategies and Board Objectives</p> <ul style="list-style-type: none"> Council Strategies: Strengthening Communities Strategy <p>Alignment with Council Funding Outcomes</p> <ul style="list-style-type: none"> Increase community engagement Community participation and awareness <p>How much will the project do? (Measures)</p> <p>Measure 1</p> <p>The number of nominations for awards will be measured.</p> <p>This provides an indication of promotion and appeal of the scheme.</p> <p>Measure 2</p> <p>Attendance at the event will be measured.</p> <p>How will participants be better off?</p> <p>Publicly recognising the efforts of volunteers fosters in recipients and attendees a sense of pride, encouragement and a connection to their community and sense of purpose.</p> <p>The networking that takes place at the supper part of the ceremony also allows positive relationship building.</p>	<p>Staff Assessment</p> <p>Community Service Awards are awarded triennially to individuals and/or groups in recognition of significant voluntary service in the Lyttelton/Mt Herbert area.</p> <p>The Awards are advertised city wide and the Board receives all nominations and makes decisions on who should be invited to receive an award.</p> <p>The Awards have been held as a joint event with Akaroa/Wairewa Community Board in the past, and venues alternate between each board area. The event held in 2012 was at the Hilltop Tavern. Four groups and seven individuals from the Lyttelton/Mt Herbert area were nominated in the previous round.</p> <p>Certificates of recognition are presented by Community Board members at a presentation event followed by refreshments.</p> <p>Advertising for Community Service Awards nominations takes place in February. Decisions are made by the Board in April/May with events taking place in May/June 2015.</p> <p>Staff have the capacity to deliver this project to the current level on behalf of the Board. Measures of the success of this project and event will include the number of nominations received which will provide an indication of promotion and appeal of the scheme and attendance at the event.</p> <p>Volunteers are essential to our social, cultural and economic framework. Publicly recognising the efforts of volunteers fosters in recipients and attendees a sense of pride, encouragement and a connection to their community and sense of purpose. The networking that takes place at the supper part of the ceremony also allows positive relationship building.</p> <p>Recognising community efforts in this way fosters community involvement and supports an enhanced sense of community.</p>
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Guide to Christchurch City Council's Community Funding Schemes

Funding Outcomes and Priorities

Community Grants Funding Outcomes

Council does not have the necessary resources to meet the needs and expectations of all not-for-profit and voluntary groups. Therefore, it focuses assistance toward those key activities and initiatives that contribute to and align with the community outcomes in the Long Term Plan (LTP) and with other Council strategies.

The following funding outcomes will be used to evaluate and assess applications:

- » Support, develop and promote the capacity and sustainability of community, recreation, sports, arts, heritage and environment groups
- » Increase participation in and awareness of community, recreation, sports, arts, heritage and environment groups, programmes and local events.
- » Increase community engagement in local decision making
- » Enhance community and neighbourhood safety
- » Provide community based programmes which enhance basic life skills
- » Reduce or overcome barriers to participation
- » Foster collaborative responses to areas of identified need

Community Grants Funding Priorities

The following priorities will be used to assist with the allocation of funding:

- » Older adults
- » Children and youth
- » People with disabilities
- » Ethnic and culturally diverse groups
- » Disadvantage and/or social exclusion
- » The capacity of community organisations
- » Civic engagement

These priorities have been developed from the key challenges to building strong communities identified in the 2009–19 LTCCP, and will be reviewed in line with the LTP (2013-2022).

In addition, Community Boards have their own objectives that will be used to assist in the prioritisation of local projects.

Eligibility

Applications are invited from eligible not-for-profit groups whose activities provide opportunities in the areas of community, social, recreation, sports, arts, environment or heritage to the wider community or to specifically defined communities of interest.

The following criteria must be met by all applicants:

- » A community based not-for-profit community, recreation, sporting, arts, social service, environment or heritage organisation.
- » All groups applying for more than \$2,000 must be incorporated under the Incorporated Societies Act 1908 or the Charitable Trusts Act 1957 or be a legal entity that is registered for charitable purposes.
- » Be based in the Christchurch City Council area with funded programmes or services being provided primarily for Christchurch City Council residents.

Guide to Christchurch City Council's Community Funding Schemes

- » Must have provided accountability reports for all previous Council funding and have no unresolved or outstanding accountability issues including outstanding debt to Council.
- » Must have had the funding application approved at a properly convened committee meeting and in writing.
- » Must provide evidence of the need for the project.
- » Have appropriate financial management, accounting, monitoring and reporting practices.
- » Have sound governance and appropriate operational capability and capacity to deliver to the level as agreed.
- » Be able to commit to collaboration and partnering, where appropriate.
- » Groups receiving Council funding at a metropolitan level may only apply for local funding if the project is specifically local and no portion of it has been funded at the metropolitan level.

Note: Recreation and Sporting clubs/organisations do not have to be affiliated to a national sporting organisation to be eligible to apply however in alignment with the Physical Recreation and Sport Strategy we would encourage you to affiliate.

How to apply

For information on the various funds and how to apply, visit the Community Grants page on the Christchurch City Council's website www.ccc.govt.nz

Further Assistance

Further assistance is available by emailing communitygrants@ccc.govt.nz or call 941 8999 and ask to speak to a Grants Advisor.

Christchurch City Council - Guide to Community Funding

Strengthening Communities Fund

Purpose

The purpose of this fund is to support community focused organisations whose projects contribute to the strengthening of community wellbeing in the Christchurch City area.

Successful organisations will be those who can demonstrate that they are sustainable, strategic, community focused groups who have a significant presence within their community of benefit. Successful projects will also clearly demonstrate their contribution to the Council funding outcomes and priorities. Organisations must be able to demonstrate their ability to contribute towards their project(s) and not rely on Council funding as their sole source of funding.

This fund is available at both metropolitan and local levels.

Community Boards may access this fund to deliver activities and events to their local communities. This may include the establishment of a Youth Development Fund.

This fund covers:

- » Operational or project costs, incurred in the provision and delivery of the agreed initiative – for the twelve month period starting 1st September and ending 31st August
- » Small equipment purchases up to \$1,000 per item that will enable your organisation to take advantage of efficiency gains – with an overall maximum total expenditure of \$4,000 per annum for small equipment. (NB: All equipment or capital purchases must be noted in a schedule of equipment / capital purchases for accountability purposes)
- » Costs that support the recognition, contribution and retention of volunteers
- » Capital costs towards public artworks, up to a maximum of \$25,000

This fund will not cover:

- » Retrospective costs or project or purchase costs incurred or settled before the agreed commencement date of the funding agreement
- » Debt servicing or re-financing costs
- » Stock or capital market investment
- » Gambling or prize money
- » Entertainment costs (except for costs directly linked to volunteer recognition)
- » Funding of individuals (only non-profit organisations)
- » Payment of any legal expenditure, including costs or expenditures related to mediation disputes or ACC, Employment Tribunal, Small Claims Tribunal, Professional or Disciplinary Body hearings
- » Purchase of land and buildings
- » Building maintenance or facility design, development and renovation costs
- » Activities or initiatives where the primary purpose is to promote religious ministry, political objectives, commercial or profit-oriented interests
- » Fundraising or general income-growth purposes
- » Medical or healthcare costs – including treatment and insurance fees
- » Money which will be re-distributed as grant funding, sponsorship, donations, bequests, aid funding or aid to other recipients
- » Payment of fines, court costs, mediation costs, IRD penalties or retrospective tax payments

Christchurch City Council - Guide to Community Funding

- » Costs to remedy, rectify, upgrade, retrofit or replace equipment, vehicles or premises as a result of action by central or local government departments or other agencies who hold regulatory or enforcement powers
- » Purchase of vehicles and any related ongoing maintenance, repair, overhead costs or road user charges
- » Social functions
- » Air travel, accommodation, hotel / motel expenses
- » Conference fees and costs
- » Projects which have received other Council funding in the same financial year
- » Projects that are considered to be the primary responsibility of:
 - » Central government
 - » Some other funding body
 - » A Council Unit (where funding should come from an internal budget)

Process

The closing date for applications is 31st March each year.

The preferred method of applying for funding is online via the Council's website www.ccc.govt.nz. If you do not wish to apply online, applications must be made on the Christchurch City Council's Community Grants Funding application form. Forms are available from all Service Centres, the Civic Office and Council Libraries. You can also download an application form from the Council's website above.

Applications will be categorised as either metropolitan (city-wide) or local projects. Metropolitan applications will be assessed by staff and referred to the Metropolitan Funding Committee for a decision.

Local applications will be assessed by staff and presented to the relevant Community Board for a decision.

You will be notified of the Council's/Community Board's decision in August.

Funding Period

Funding is for the period 1st September in the current year to 31st August the following year.

Accountability and Compliance

- » Funding received is to be spent by 31st August (the following year).
- » Any alterations to the use of the funding must be discussed with Council staff and agreed to or funding may be required to be returned.
- » An accountability form must be completed:
 - » six month progress report – Due 31st March
 - » end of project report – Due 30th September
 - » when funding is spent
 - » or when another funding application is lodged and there are still outstanding funds from previous funding.

Future funding can be withheld if accountability requirements are not met.

**9 APPLICATION TO LYTTTELTON/MT HERBERT YOUTH DEVELOPMENT FUND –
HINEAMARU IRAKAHU PIPIWHARUAROA PARAONE**

		Contact	Contact Details
Executive Leadership Team Member responsible:	General Manager, Community Services		
Officer responsible:	Unit Manager, Community Support Unit		
Author:	Philipa Hay, Strengthening Communities Adviser	Y	DDI 941 5604

1. PURPOSE AND ORIGIN OF REPORT

1.1 The purpose of this report is to present a request for funding from Hineamaru Irakahu Pipiwharuaroa Paraone to the Lyttelton/Mt Herbert Community Board from its 2014/15 Youth Development Fund.

2. EXECUTIVE SUMMARY

2.1 Not Applicable

3. BACKGROUND

3.1 The purpose of the Youth Development Fund is to celebrate and support young people living in the Lyttelton/Mt Herbert ward area by providing financial assistance for their development. The Community Board also seeks to acknowledge young people's effort, achievement and potential excellence in the community.

3.2 The Youth Development Fund will consider applications for the following activities:

- Personal Development and Growth - For example leadership training, career development, Outward Bound, Spirit of Adventure, extra curricular educational opportunities.
- Representation at Events - Applicants can apply for assistance if they have been selected to represent their school, team or community at a local, national or international event or competition. This includes sporting, cultural and community events.

3.3 The following eligibility criteria must be met:

- Age groups 12-20 years.
- Projects must have obvious benefits for the young person and if possible the wider community.
- Only one application permitted per year.
- Applicants should be undertaking other fundraising activities and not relying solely on Community Board support.
- Successful applicants will be required to report back on their experiences and benefits to the Community Board.

3.4 Each application will be assessed by the appropriate staff member and presented to the Board for its consideration.

4. COMMENT

4.1 Hineamaru Irakahu Pipiwharuaroa Paraone, 13 years, of Rapaki, is seeking funding to perform with Te Ahikaarua Kapahaka at the Lefkas International Folklore Festival in Greece from 17-24 August 2014. Hineamaru has been selected to perform and represent Rapaki, Banks Peninsula, Te Waipounamu, Aotearoa. She will be travelling with 35 other people.

4. Cont'd

- 4.2 As a member of a large family who all do Kapahaka, Hineamaru has been performing all her life and has a keen passion for the art.
- 4.3 Since 1945 the International Folklore Festival has been an annual event in Greece, promoting the idea of peace, friendship, fraternity and solidarity of people worldwide through the folklore forms of art, dance and music. Various groups from different countries are invited to attend. This year Te Ahikaaroa Kapahaka has been chosen.
- 4.4 In preparation for the trip, Hineamaru has been learning basic Greek and researching the culture and the places she will visit while in Greece.
- 4.5 In addition to kapahaka, Hineamaru states she enjoys singing, netball, travelling, family and music. She says that through Kapahaka she has developed the confidence to stand on stage and present a speech, without notes, to an audience at the regional speech competitions in June of this year. It has also developed a confidence to sing solo and in groups, to perform poi, haka and action songs to audiences of various sizes and to provide leadership when asked by peers and teachers.

5. FINANCIAL IMPLICATIONS

- 5.1 The following table provides a breakdown of costs for the project:

EXPENSES	Cost (NZD)
Emirates/Qantas Early Bird Special Airfare	\$2,495.00
Airline and Airport taxes and fuel surcharges	\$ 475.00
Cruise	\$ 370.00
Travel Insurance (covered in parents' policy)	
Tour of Athens pre and post Lefkas Festival	\$ 345.00
Total	\$3,685.00
Fund raising to date	
Te Hapu o Ngati Wheke (Koha)	Pending

- 5.2 The Te Ahikaaroa Kapahaka is fundraising to take 36 people to Greece. Group fundraising has included Waitangi Day Citizenship performance, Lyttelton Harbour Harvest Festival performance, quiz night, Lyttelton Festival of Lights – Matariki Street Party, Matariki raffles, Waitangi Day Hangi. Personal fundraising has included singing gigs with two of her brothers, Ipad mini raffle, mufti day at school, fried bread stalls and saving pocket money.
- 5.3 Three applications have been received for the Lyttelton/Mt Herbert area for this event.
- 5.4 The Lyttelton/Mt Herbert Community Board disburses allocations for Youth Development applications directly from its Discretionary Response Fund. There is currently \$11,699 in the 2014/15 Lyttelton/Mt Herbert Discretionary Response Fund.

6. STAFF RECOMMENDATION

It is recommended that the Lyttelton/Mt Herbert Community Board:

- 6.1 Grant \$300 from the 2014/15 Youth Development Fund as to Hineamaru Irakahu Pipiwharuaroa Paraone towards attending the 2014 Lefkas International Folklore Festival.

**10. APPLICATION TO LYTTTELTON/MT HERBERT YOUTH DEVELOPMENT FUND –
WAIARIKI TE AMORAKI TAME TAUMUTU PARAONE**

		Contact	Contact Details
Executive Leadership Team Member responsible:	General Manager, Community Services		
Officer responsible:	Unit Manager, Community Support Unit		
Author:	Philipa Hay, Strengthening Communities Adviser	Y	DDI 941 5604

1. PURPOSE AND ORIGIN OF REPORT

1.1 The purpose of this report is to present a request for funding from Waiariki Te Amoraki Taumutu Paraone to the Lyttelton/Mt Herbert Community Board from its 2014/15 Youth Development Fund.

2. EXECUTIVE SUMMARY

2.1 Not Applicable

3. BACKGROUND

3.1 The purpose of the Youth Development Fund is to celebrate and support young people living in the Lyttelton/Mt Herbert ward area by providing financial assistance for their development. The Community Board also seeks to acknowledge young people's effort, achievement and potential excellence in the community.

3.2 The Youth Development Fund will consider applications for the following activities:

- Personal Development and Growth - For example leadership training, career development, Outward Bound, Spirit of Adventure, extra curricular educational opportunities.
- Representation at Events - Applicants can apply for assistance if they have been selected to represent their school, team or community at a local, national or international event or competition. This includes sporting, cultural and community events.

3.3 The following eligibility criteria must be met:

- Age groups 12-20 years.
- Projects must have obvious benefits for the young person and if possible the wider community.
- Only one application permitted per year.
- Applicants should be undertaking other fundraising activities and not relying solely on Community Board support.
- Successful applicants will be required to report back on their experiences and benefits to the Community Board.

3.4 Each application will be assessed by the appropriate staff member and presented to the Board for its consideration.

4. COMMENT

4.1 Waiariki Te Amoraki Taumutu Paraone, 16 years, of Rapaki, is seeking funding to perform with Te Ahikaaroa Kapahaka at the Lefkas International Folklore Festival in Greece from 17-24 August 2014. He has been selected to perform and represent Rapaki, Banks Peninsula, Te Waipounamu, Aotearoa. He will be travelling with 35 other people.

4. Cont'd

- 4.2 Wairariki has been performing in groups since he was able to walk and has been in primary and secondary school Kapahaka groups that have performed for entertainment and in regional and national competitions. Te Ahikaaroa Kapahaka has two adults groups. Wairariki performs with the more competitive group Te Ahikomau. This group has 40 members and was placed second at the regional competition, which has qualified them to compete at the National Kapahaka Competitions held in March 2015 in Christchurch.
- 4.3 Since 1945 the International Folklore Festival has been an annual event in Greece, promoting the idea of peace, friendship, fraternity and solidarity of people worldwide through the Folklore forms of art, dance and music. Various groups from different countries are invited to attend. This year Te Ahikaaroa Kapahaka has been chosen, the first Māori performing arts group to be invited.
- 4.,4 In preparation for the trip, Wairariki has been learning basic Greek and researching the culture and the places he will visit while in Greece. This is his first time travelling to Europe to participate such an event.
- 4.5 In addition to kapahaka, Wairariki's other interests include rugby, travelling, family, music and singing. He says that through Kapahaka he has developed the confidence to participate in regional speech competitions, to sing solo and in groups, and has regularly been invited to participate in leadership training. In addition, he was nominated by his school to attend Outward Bound 2013 but was too young to meet the age criteria.

5. FINANCIAL IMPLICATIONS

- 5.1 The following table provides a breakdown of costs for the project:

EXPENSES	Cost (NZD)
Emirates/Qantas Early Bird Special Airfare	\$2,495.00
Airline and Airport taxes and fuel surcharges	\$ 475.00
Cruise	\$ 370.00
Travel Insurance (covered in parents' policy)	
Tour of Athens pre and post Lefkas Festival	\$ 345.00
Total	\$3,685.00
Fund raising to date	
Te Hapu o Ngate Wheke (Koha)	Pending
Te Taumutu Runanga	Pending

- 5.2 The Te Ahikaaroa Kapahaka is fundraising to take 36 people to Greece. Group fundraising has included Waitangi Day Citizenship performance, Lyttelton Harbour Harvest Festival performance, quiz night, Lyttelton Festival of Lights – Matariki Street Party, Matariki raffles, Waitangi Day Hangi. Personal fundraising has included singing gigs with his sister and brother, Ipad mini raffle, mufti day at school and fried bread stalls.
- 5.3 Three applications have been received for the Lyttelton/Mt Herbert area for this event.
- 5.4 The Lyttelton/Mt Herbert Community Board disburses allocations for Youth Development applications directly from its Discretionary Response Fund. There is currently \$11,699 in the 2014/15 Lyttelton/Mt Herbert Discretionary Response Fund.

6. STAFF RECOMMENDATION

It is recommended that the Lyttelton/Mt Herbert Community Board:

- 6.1 Grant \$300 from the 2014/15 Youth Development Fund to Wairariki Te Amoraki Taumutu Paraone towards attending the 2014 Lefkas International Folklore Festival.

11. APPLICATION TO LYTTTELTON/MT HERBERT YOUTH DEVELOPMENT FUND – HERA PUTIPUTI PARATA TAKURUA

		Contact	Contact Details
Executive Leadership Team Member responsible:	General Manager, Community Services		
Officer responsible:	Unit Manager, Community Support Unit		
Author:	Philipa Hay, Strengthening Communities Adviser	Y	DDI 941 5604

1. PURPOSE AND ORIGIN OF REPORT

1.2 The purpose of this report is to present a request for funding from Hera Putiputi Parata Takurua to the Lyttelton/Mt Herbert Community Board from its 2014/15 Youth Development Fund.

2. EXECUTIVE SUMMARY

2.1 Application to Lyttelton/Mt Herbert Youth Development Fund – Hera Putiputi Parata Takurua Not Applicable

3. BACKGROUND

3.1 The purpose of the Youth Development Fund is to celebrate and support young people living in the Lyttelton/Mt Herbert ward area by providing financial assistance for their development. The Community Board also seeks to acknowledge young people's effort, achievement and potential excellence in the community.

3.2 The Youth Development Fund will consider applications for the following activities:

- Personal Development and Growth - For example leadership training, career development, Outward Bound, Spirit of Adventure, extra curricular educational opportunities.
- Representation at Events - Applicants can apply for assistance if they have been selected to represent their school, team or community at a local, national or international event or competition. This includes sporting, cultural and community events.

3.3 The following eligibility criteria must be met:

- Age groups 12-20 years.
- Projects must have obvious benefits for the young person and if possible the wider community.
- Only one application permitted per year.
- Applicants should be undertaking other fundraising activities and not relying solely on Community Board support.
- Successful applicants will be required to report back on their experiences and benefits to the Community Board.

3.4 Each application will be assessed by the appropriate staff member and presented to the Board for its consideration.

4. COMMENT

4.1 Hera Putiputi Parata Takurua, 19 years, of Rapaki, is seeking funding to perform with Te Ahikaaroa Kapahaka at the Lefkas International Folklore Festival in Greece from 17-24 August 2014. Hera has been invited to perform and represent Rapaki, Banks Peninsula, Te Waipounamu, Aotearoa. She will be travelling with 35 other people.

4.2 Hera has been performing kapahaka all her life and has a keen passion for the art. She has competed in numerous regional hapahaka competitions, twice reaching the National

4. Cont'd

Secondary School Kapahaka Competitions in 2010 and 2012 which are held annually. Last year she was part of a small group which travelled to France to perform at the opening of the Māori Garden there.

- 4.3 Since 1945 the Lefkas International Folklore Festival has been an annual event in Greece, promoting the idea of peace, friendship, fraternity and solidarity of people worldwide through the Folklore forms of art, dance and music. Various groups from different countries are invited to attend. This year Te Ahikaaroa Kapahaka has been chosen.
- 4.4 In addition to kapahaka, Hera enjoys playing guitar, doing photography, making movies and being with friends and family. She plans to study at CPIT next year doing a Diploma in Digital Post-Production or studying Early Childhood Education – she likes working at an early childhood centre and looking after babies.

5. FINANCIAL IMPLICATIONS

- 5.5 The following table provides a breakdown of costs for the project:

EXPENSES	Cost (NZD)
Airfares	\$3,085.00
Total	\$3,085.00
Fund raising to date	
Te Hapu o Ngate Wheke (Koha)	Pending

- 5.6 Fundraising has included working part-time at an early childhood centre, paid performances with her kapahaka team, a hangi fundraiser and ipad raffle.
- 5.7 Three applications have been received for the Lyttelton/Mt Herbert area for this event.
- 5.8 The Lyttelton/Mt Herbert Community Board disburses allocations for Youth Development applications directly from its Discretionary Response Fund. There is currently \$11,699 in the 2014/15 Lyttelton/Mt Herbert Discretionary Response Fund.

6. STAFF RECOMMENDATION

It is recommended that the Lyttelton/Mt Herbert Community Board:

- 6.1 Grant \$300 from the 2014/15 Youth Development Fund to Hera Putiputi Parata Takurua towards attending the 2014 Lefkas International Folklore Festival.

12. COMMITTEE REPORTS

12.1 LYTTELTON RESERVES MANAGEMENT COMMITTEE

Draft minutes of the Lyttelton Reserves Management Committee Meeting of 9 June 2014 are **attached**.

STAFF RECOMMENDATION

That the Board receive the draft minutes of the Lyttelton Reserves Management Committee held on 9 June 2014.

Draft Minutes of Meeting

MINUTES of the ordinary meeting of the Lyttelton Reserves Management Committee held in the Lyttelton Club, Dublin Street, on Monday 9 June 2014 commencing at 7.30 pm.

1 PRESENT: Rewi Couch, Brian Downey (Secretary), Wendy Everingham, Helen Greenfield, Ian Hankin, Richard Hopkins (Chair), Geof Knight, Paul Devlin (Head Ranger), Ann Joliffe (Community Board Liaison).

2 Apologies: John King, Brian Dougan, Christine Wilson.

3 Minutes of meeting held 10 February 2014

RESOLVED that the minutes of 10 February 2014 be adopted as a true and correct record.

MOVED Ann Joliffe **SECONDED** Richard Hopkins **CARRIED**

4 Matters arising from the minutes.

4.1 Ann drew attention to item **8.1** of those minutes and sought further action.

RESOLVED that Daryl Warnock be co-opted as a committee member.

MOVED Ian Hankin **SECONDED** Rewi Couch **CARRIED**

5 Correspondences

5.1 Waharoa, Whakaraupo Reserve - Maria Adamski
Waharoa update - Maria Adamski

The Waharoa has been cleaned down and some work removing the decay has started.

A request for support from the Committee for a supervised working party from the Men's prison to carry out maintenance work in the area of the Waharoa. The work would involve clearing vegetation from around the plaque so that it would be visible and clearing vegetation within several metres of the Waharoa to reduce insect and fire risk. The Men's prison would like to form an ongoing relationship to care for and maintain this area long term.

Also as part of the project, support was sought to modify the area around the base of the Waharoa. This will involve some excavation, laying of base course and chip or concrete to form a clear pad around the base of the carving.

The Committee discussed the matter and a consensus emerged that more detailed information would be required before any alterations to the surrounding area could be considered. A longer term on-going maintenance project was not envisaged.

5. Cont'd

5.2 Tree trimming at Whaka Raupo under the 11kV.line – Steve Hix

An inspection carried out by B Downey found that Orion engineers had retensioned the 11 kV conductors such that little tree trimming was required to maintain a safety distance. Orion intends to inspect the lines again in 2016.

5.3 Timeline Head to Head Walkway - Paula Smith
Head to Head Walkway Proposal. - Paula Smith

A special committee meeting, that was mooted to address the matter, failed because of a lack of members available due to public holidays. It was noted that individual members had made submissions.

5.4 Letter of resignation of Committee Membership - Cliff Mason
Letter of resignation of Committee Membership - Jozefa Wylaars

RESOLVED that the correspondence be received.

MOVED Rewi Couch **SECONDED** Wendy Everingham **CARRIED**

6 Treasurer's report

6.1 Account balances (as at 12th May 2014).

Current Account \$2,004.52
Investment Account \$5,500.05

Accounts for payment nil.

RESOLVED that the Finance Report presented to the Committee meeting of 12 May 2014 be adopted.

MOVED Richard Hopkins **SECONDED** Rewi Couch **CARRIED**

6.2 RESOLVED that the investment account plus the accrued interest be rolled over for the next term, maturing in December 2014 be approved.

MOVED Richard Hopkins **SECONDED** Rewi Couch **CARRIED**

6.3 Secretary to discuss with the Treasurer as to whether there were any specified appropriations in the Committee's funds.

7 Community Board Liaison Report (Ann Joliffe).

8.1 A sample of new signage was shown to the Committee.

8.2 Small grants applications up to \$5,000 was available from the Community Board. It was recommended that Philpa Hay should be contacted for details.

8 Head Ranger's Report (Paul Devlin).

8.1 Staff are hard at work around Foster Terrace entrance and steps.

8.2 Rockfall signage was being prepared for Committee approval.

8. Cont'd

8.3 Discussion on tracks.

8.3 Crater Rim walkway between Bridle Path and Rapaki Track is hopefully to be open by 1st of July.

9 General Business

9.1 Discussion on considering a vision for Urumau Reserve such as re-connecting our local community to our Reserve areas and organizing walking activities to celebrate the opening of Urumau Reserve.

To define aims such as creating opportunities for people to experience these places and build up the associate list in the process. In this way we can achieve our aims of regeneration, weed control and track development as per the Development Plan. The need for an Action Plan for 2014. It was reported that two very successful walking groups have already be run. This could be rolled out to the wider community. It was suggested that the Committee should have a 'walkabout' over Urumau Reserve to familiarise themselves with the community achievements and develop further programmes.

RESOLVED that the Committee meet at the Information Centre at 11 am on Sunday the 29th of June 2014 to have a walk up through Urumau Reserve.

MOVED Wendy Everingham **SECONDED** Rewi Couch **CARRIED**

9.2. Discussion on developing a better access from Reserve Terrace to Urumau Reserve. It was envisaged that a series of "box steps" would be constructed. An "associate member" who is a qualified civil engineer is prepared to overview the construction. The work could be carried out by volunteers in stages. As a project, it would be costly, but the benefits would be huge. The entrance way to be inspected on the 29th of June walk through.

9.3. The Committee walkabout will present an opportunity to view an appropriate site for the Gary Broker Memorial site.

9.4. An opportunity to apply for sponsorship funding was discussed. Darryl to investigate.

9.5. It was reported that recent grass cutting on the stabilisation bench had gone too far over the sides and had cut planted native trees.

9.6 New Committee Members

RESOLVED that Brian Dougan and Helen Greenfield be co-opted as committee members.

MOVED Ian Hankin **SECONDED** Rewi Couch **CARRIED**

10 Next Meeting

The next meeting of the Committee will be held in the Lyttelton Club, Dublin Street, on the 4th of August 2014 at 7.30pm.

11 CLOSE: There being no further business the meeting concluded at. 9.12 pm.

Chair

Date

3

13 EXTERNAL ORGANISATIONS REPORTS

13.1 BANKS PENINSULA WATER MANAGEMENT ZONE COMMITTEE 17 JUNE 2014

The minutes of the Banks Peninsula Water Management Zone Committee's meeting held on 17 June 2014 are **attached**.

STAFF RECOMMENDATION

That the Board receive the minutes of the Banks Peninsula Water Management Zone Committee meeting held on Tuesday 17 June 2014.

**BANKS PENINSULA WATER MANAGEMENT ZONE COMMITTEE
17 JUNE 2014**

A meeting of the Banks Peninsula Water Management Zone Committee was held in the Little River Rugby Club Rooms on Tuesday 17 June 2014 at 4.08pm

PRESENT: Richard Simpson (Chairperson), Community Representative
Iaeen Cranwell, Te Rūnanga o Wairewa
Claire Findlay, Community Representative
Thomas Kulpe, Community Representative
Steve Lowndes, Community Representative
Pere Tainui, Te Rūnanga o Ōnuku
Kevin Simcock, Community Representative
Paula Smith, Community Representative
Pam Richardson, Community Representative
Andrew Turner, Christchurch City Council
Riki Lewis, Te Rūnanga o Koukourarata

APOLOGIES: Apologies for absence were received and accepted from June Swindells (Te Hapu O Ngati Wheke) and Donald Couch (Commissioner Environment Canterbury).

An apology for early leaving was received and accepted from Pam Richardson, who left the meeting at 6.15pm and was absent for Clauses 8 to 11.

The meeting was opened with a karakia.

1. CONFIRMATION OF MINUTES – 20 MAY 2014

It was **decided** that the minutes of 20 May 2014 be confirmed, subject to the following amendments:

- Addition to Clause 5 (Feedback on Flooding Task Force), point 4 to read: *below and including the Kinloch Bridge.*
- Amendment to Clause 8 (General Update), 8.3 (Lyttelton/ Mt Herbert Community Board) to read:

Paula Smith briefed the Committee regarding the proposal to reopen the Sumner Road, noting that the project is still subject to funding and consents.

2. MATTERS ARISING

2.1 Immediate Steps

It was noted that:

- 2.1.1 Robyn Russ will initiate a conversation with Christchurch City Council Staff regarding the Committee's expectation that restored land within the Morgan's Gully/ Waipapa restoration project will be reserved if the land is sub-divided in the future.
- 2.1.2 The Committee will be advised on the outcome of the requests relating to this report at its next meeting on 22 July 2014.

3. DEPUTATIONS BY APPOINTMENT

Nil.

(Note: the scheduled deputation did not attend.)

5. IMMEDIATE STEPS – STRATEGIC DIRECTION

The Committee considered a report seeking agreement to prioritise specific catchments in the Banks Peninsula area for Immediate Steps fresh water biodiversity protection projects.

5.1 Staff Recommendation

That the Committee:

5.1.1 Agree that any project applications for Immediate Steps fresh water biodiversity protection projects, which come from within these following catchments/sites, will be given priority over those that do not:

- Allandale Stream, Lyttelton Harbour
- Narbey Stream, South-eastern Bays
- Alymers Stream, Akaroa Harbour
- Streams running into Flea Bay
- Te Kaiao Stream, Tumbledown Bay, Southern Bays
- Long Bay Stream, Southern Bays
- Te Wharau Stream, Lyttelton Harbour
- Opara Stream, Okains Bay
- Le Bons Stream, Le Bons Bay
- Goughs Bay Stream.

5.1.2 Endorse the Biodiversity Officer to focus on engagement with landowners in these catchments, in order to determine if there is any interest in their being involved in freshwater biodiversity protection projects, with the hopeful outcome of developing some project proposals.

5.2 Committee Decision

It was **decided**:

5.2.1 That Immediate Steps fresh water biodiversity protection projects should continue to be prioritised based on Recommendation 4.16 of the Banks Peninsula Zone Implementation Programme (p. 18).

5.2.2 That opportunities for “mountains to sea” (ki uta ki tai) catchment retention should continue to be pursued.

5.2.3 To request further information be provided to the Committee from the Department of Conservation and Environment Canterbury relating to indicators of fresh water biodiversity values across different catchments in the Banks Peninsula area, with a view to whether it would be possible to rank catchments' biodiversity conditions within the area..

6. WHAKARAUPŌ

The Committee considered a report seeking agreement to Priority Actions for Whakaraupō/ Lyttelton Harbour Basin.

6. Cont'd

The Committee **decided** to let the report lie on the table until the next meeting on 22 July 2014.

Note: In the interim, it was agreed that further work will be undertaken to refine the recommended priority actions incorporating expertise from the Committee.

7. COMMUNITY DRINKING WATER SUPPLIES

The Committee **received** a report from Environment Canterbury staff on requirements for Group and Community Drinking Water Protection Zones under Schedule 1 of the Proposed Land and Water Regional Plan.

The Committee adjourned from 6pm until 6.30pm.

8. PRONUNCIATION PRACTICE

The Committee engaged in a short practice of Te Reo Māori.

9. GENERAL UPDATES

9.1 Canterbury Water Management Strategy Regional Committee

Steve Lowndes updated the Committee on the work of the Regional Committee and on the issues considered at its 10 June meeting. Steve also referred to a report on Fish Passage by Jo Abbot. The report has limited information on fish barriers on Banks Peninsula. Robyn Russ will follow up on the barriers so far identified.

9.2 Land and Water Regional Plan and Banks Peninsula

The Committee received an update on this matter.

9.3 Okains Bay Estuary Loop Track: Initial Investigations

A presentation and community feedback session from a student of the University of Canterbury will be held at 4pm, on Tuesday 24 June at Okains Bay School.

9.4 Consent application to open Lake Forsyth/ Te Roto o Wairewa

Pam Richardson and Iaeen Cranwell updated the Committee on the consent application and issues that have emerged over access to Bossu road.

10. LAND MANAGER'S UPDATE

The Committee received the two attached reports from the Land Manager.

The Committee **decided** to endorse the Project Schedule in Attachment 2 of the report.

11. FACILITATOR'S UPDATE

The Committee noted that there will be a new Land Manager appointed for the Banks Peninsula area.

20. 8. 2014

- 54 -

ATTACHMENT TO CLAUSE 13.1

11 cont'd

On behalf of the Committee, the Chairperson thanked the outgoing Land Manger, Anna Veltman for her valuable contribution to the work of the Zone Committee and the Banks Peninsula area.

The Committee received:

- the Facilitator's update
- a letter from Environment Canterbury regarding the extension of the Canterbury Regional Pest Management Strategy expiry date to 30 June 2016.

The meeting concluded with a group karakia at 7.45pm.

CONFIRMED THIS 22ND DAY OF JULY 2014

**RICHARD SIMPSON
CHAIRPERSON**

14. COMMUNITY BOARD ADVISER'S UPDATE

14.1 UPCOMING BOARD ACTIVITIES

14.2 LYTTELTON HARBOUR MĀTAITAI RESERVE APPLICATION UPDATE

A memo providing an update of the Lyttelton Harbour Mātaitai Reserve Application is **attached**.

14.3 BOARD FUNDING BALANCES

A copy of the Board's funding balances as at 31 July 2014 is **attached**.

MEMO

To: Lyttelton-Mt Herbert Community Board
From: Diane Shelander
CC: Liz Beaven, Community Board Adviser
Date: 30 July 2014
Re: Lyttelton Harbour Mātaitai Reserve Application Update

Introduction

1. Lyttelton-Mt Herbert Community Board was advised at the Board's 16 April 2014 that an application for a mātaitai reserve in Lyttelton harbour had been lodged by Te Hapū o Ngāti Wheke (Rāpaki) Rūnanga.
2. The mātaitai reserve application has been amended, and a further public notice has been published in the Press on 18 July 2014 and the Bay Harbour News on 23 July 2014.
3. The purpose of this memorandum is to provide an update on the amended mātaitai reserve application.

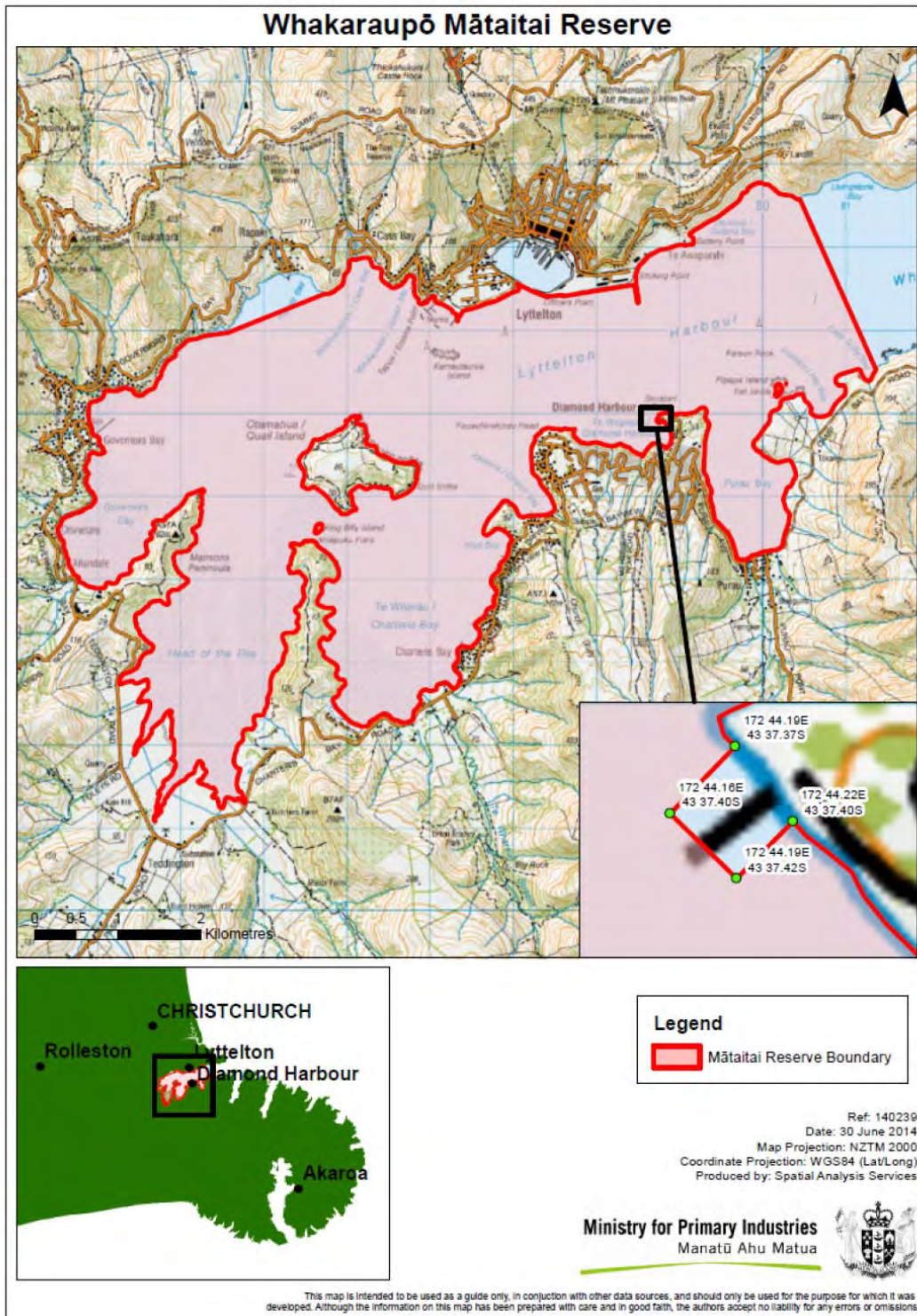
Lyttelton Harbour mātaitai reserve application

1. Earlier this year Te Hapū o Ngāti Wheke (Rāpaki) Rūnanga had applied for a mātaitai reserve for the fisheries waters of Lyttelton Harbour encompassing an area of approximately 31 square kilometres. Public notification of the mātaitai reserve application was published in The Press on 16 April 2014 and 26 April 2014, and in the Bay Harbour News on 23 April 2014. A public meeting was held on 29 April in Governors Bay. The consultation period closed 30 May 2014.
2. The Rūnanga has subsequently made an amendment to the area to be included in the mātaitai reserve, to exclude the area immediately around the Diamond Harbour wharf. A map the amended mātaitai reserve area is provided in Attachment 1. The proposed Lyttelton Harbour mātaitai reserve is shown in the red shaded area. An inset shows the area around the Diamond Harbour wharf that has been removed from the amended mātaitai reserve application.
3. The initial consultation for the local community on the amended mātaitai reserve application closes on 18 August 2014.
4. The extent to which non-commercial fishing might be affected by the establishment of the mātaitai reserve (species regulated; bag limits; etc) is unknown until MPI undertakes further consultation. This is to occur "as soon as practicable after consultation with the local community", at which time MPI will invite submissions concerning "the fish stocks in the area specified in the application from persons who take fish, aquatic life, or seaweed or own quota, and whose ability to take such fish, aquatic life, or seaweed or whose ownership interest in quota may be affected by the proposed mātaitai reserve". MPI don't indicate a time frame for "as soon as practicable".

Considerations for the Community Board

1. There may be divided views in the Lyttelton-Mt Herbert Ward with respect to the proposed Lyttelton Harbour mātaitai reserve.
2. A submission by the Community Board might therefore support the interests of some members of the public against the interests of others.

Attachment 1 – Amended map of proposed Lyttelton Harbour mātaītai reserve application



ATTACHMENT TO CLAUSE 14.3

Lyttelton/Mt Herbert Discretionary Response Fund 2014/15		Board Approval
Budget	\$12,799.00	
	TOTAL	\$12,799.00
Youth Development Scheme		
<i>Allocations made</i>		
<i>Hineamaru Irakahu Pipiwharuroa Paraone (pending)</i>	\$300.00	20.8.14
<i>Waiariki Te Amoraki Taumutu Paraone (pending)</i>	\$300.00	20.8.14
<i>Hera Putiputi Parata Takurua (pending)</i>	\$300.00	20.8.14
Youth Development Scheme Balance	\$900.00	
Discretionary Response Fund - Total Allocation		\$12,799.00
<i>Allocations made</i>		
Lyttelton Rugby Club	\$1,100.00	16.7.14
Discretionary Response Fund Balance	\$ 2,000.00	
TOTAL: Lyttelton/Mt Herbert Discretionary Response Fund Unallocated		\$10,799.00

20. 8. 2014

- 59 -

15. ELECTED MEMBERS' INFORMATION EXCHANGE

16. QUESTIONS UNDER STANDING ORDERS

KARAKIA WHAKAMUTUNGA