

## 15. ADMINISTRATION MANAGER'S UPDATE

### 15.1 AKAROA TOWN PLAN

At the September Board meeting members noted under their exchange of information that there was a need to initiate the process for the preparation of a Town Plan for Akaroa.

At the October Board meeting Mr Lowndes asked the following question:

*"When will the "Akaroa Town Plan" process begin?"*

I can report that council had employed a person on a set term contract to investigate the strategic issues for Banks Peninsula. The Akaroa Town Plan was one of the issues looked at as part of that process. The Programme Manager Liveable City (Strategy & Planning Group) has indicated that a staff resource has just been assigned to the Akaroa Town Plan, however she does not expect the actual process to begin until the new calendar year.

### 15.2 COMMUNITY BOARD FUNDING

The Board has \$15,000 of Discretionary funding available and \$20,000 of Project funding. The delegated authority for expenditure of this funding is included in Council's Delegations Register, as follows:

***Delegations for Banks Peninsula Community Boards only:***

- 1. Absolute discretion over the implementation of the discretionary funding allocation of \$15,000 (subject to being consistent with any policies or standards adopted by the Council).*
- 2. Discretion of \$20,000 from their respective reserve accounts for each of the peninsula boards to be spent on reserves in the respective Community Board areas*
- 3. The two Banks Peninsula Community Boards make recommendations to the Christchurch City Council on expenditure from the reserves accounts. The Council makes the decision on the expenditure of those funds.*

The Council also has a policy which sets the criteria for how this funding can be allocated. (See attached Appendix A)

To date the Board has approved expenditure of \$1,500 from the Discretionary funds as its share of the costs for the Community Service Awards. The Lyttelton/Mt Herbert Board allocated the same amount. The total costs for the Banks Peninsula Community Service Awards is not expected to exceed \$1,000. The Community Engagement Manager has agreed that the surplus owing to each Board can be returned to their Discretionary funds.

There are also a number of recommendations contained in reports to this meeting which, if approved by the Board, would amount to a further \$1,760. This would leave an approximate balance of \$12,740 in the Board's discretionary fund.

It is anticipated that the objectives for the Board will be ready for adoption at the December meeting after which time the Board will need to decide how it wishes to allocate the remaining funds for the 2006/07 year. It is normal practice for the City Board's to advertise for applications for Project funding in the November prior to the financial year in which they will be allocated – i.e. advertise now for 2007/08. Obviously the Banks Peninsula Board's did not do this in November 2005 however there is still time for the Board to advertise for applications and allocate the funding prior to the end of this financial year, should it wish to do so. The Board's Project funding has been allocated from the Akaroa-Wairewa Reserve Account, so any expenditure will be limited to being spent on capital projects on reserves.

Some indication from the Board on how they wish to progress this matter would be appreciated. The Board has already signalled that it may wish to provide some funding to subsidise the purchase of a set of etchings of Ikoraki. This is the type of project that could be funded from the Board's Discretionary funds. A member of the Finance Team has indicated that a report to the Board would be needed for any funding to be formally approved.

### 15.3 TOP O' THE HARBOUR GROUP – CAMPERVANS ON BANKS PENINSULA

This group had written to the Board expressing its concern regarding the activities of a small number of the campervan users who visit Banks Peninsula, including, waste disposal from the vans, overnight stopping areas and driver road behaviour. The Board agreed that staff be asked to report back with their comments on this issue and any appropriate recommendations.

The Environmental Monitoring Team Leader has replied as follows:

#### **Waste Disposal**

*Would be an offence in terms of the Litter Act and possibly the Health Act as well. The problem is of course for a Council officer to actually catch them in the act. Might be something that either the Council or Local Government Association could take up with the hiring companies to have a leaflet included as part of the rental agreement setting out how this waste is to be disposed of, if they do not already do so.*

#### **Stopping Areas**

*The BPDC Traffic and Parking Bylaw 1998 has the following:*

#### **12 CARAVANS, CAMPERVANS and CAMPING**

##### **12.1 CARAVANS and CAMPERVANS**

*No person shall park any caravan or campervan for the purpose of temporary living accommodation on any road or public space for any continuous period exceeding twenty-four hours without the previous consent of the Council's General Manager.*

##### **12.2 CARAVANS and CAMPERVANS (AKAROA URBAN AREA)**

*No person shall park any occupied caravan or campervan for the purpose of temporary living accommodation on any road or public space in Akaroa Urban Area without the previous consent of the Council's General Manager.*

##### **12.3 CAMPING ON A ROAD or a PUBLIC SPACE**

*No person shall camp on any road, or on any portion of any public space, without the consent of Council's General Manager and except in accordance with any conditions imposed by that consent.*

*This would not however appear to prevent overnight parking except in the Akaroa urban area. Again it would be a case of a Parking Enforcement Officer being in the right place at the right time. Perhaps The Top o' the Harbour Group can advise if there are any particular areas that crop up frequently.*

#### **Road Behaviour**

*I would agree that far too often drivers of hired camper vans are inexperienced and that the hiring companies need to have some system in place to ensure the driver has sufficient experience of NZ driving conditions and requirements. Again however this is a national problem and not something the Council can enforce.*

*I would suggest that all three matters raised are in fact problems nationwide and The Top o' the Harbour Group may be best to be approaching the Government for some law changes to address these issues.*

These comments have been passed on to the Top o' the Harbour Group.

### 15.4 COMMUNITY BOARD BOOKLET

At the Council meeting to confirm the Long Term Council community plan in June 2006, the Council resolved to direct staff to produce a Community Board Planning Report the year after the LTCCP. The report will assist in raising community awareness about the role of the board and its activities. This was to be funded out of the Community Board Budget, however in the case of the Banks Peninsula Board's the Communications and Consultation Unit has indicated that there is funding available for an A5 sized booklet which would be a joint production covering both Board's.

Several years ago the city boards (at their own expense of approximately \$5000) produced a large glossy booklet. The purpose of the new document will be to profile, at a local level, the boards and various council activities in the ward area and assist in raising community awareness of the role of the community board within the Council.

The booklet would include such information as the board objectives and priorities, detail the allocation of project funds, list the projected capital works programme for the ward, community support services, various award schemes each board has and contact details of residents associations. Approximately 2000 copies of this document would be printed and would be distributed to residents groups, community groups and organisations. Copies will also be available at the service centre and at libraries within the ward area. The booklet will be published in February/March 2007. Information will be updated early in 2008 following the elections.