



Christchurch City Council

AKAROA/WAIREWA COMMUNITY BOARD AGENDA

22 NOVEMBER 2006

9.30 AM

LITTLE RIVER SERVICE CENTRE

Community Board: Stephen Lowndes, Winston McKean, Stewart Miller, Bryan Morgan, Bob Parker, Eric Ryder

Akaroa Service Centre Manager

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2. CONFIRMATION OF REPORT

The report of the ordinary meeting of the Akaroa-Wairewa Community Board held on Wednesday 25 October 2006 is attached.

STAFF RECOMMENDATION

That the report of the ordinary meeting held on Wednesday 25 October 2006 be confirmed.

3. CONFIRMATION OF REPORT

The report of the Extraordinary meeting of the Akaroa-Wairewa Community Board held on Thursday 9 November 2006 is attached.

STAFF RECOMMENDATION

That the report of the extraordinary meeting held on Thursday 9 November 2006 be confirmed.

4. PETITIONS

5. CORRESPONDENCE

6. DEPUTATIONS BY APPOINTMENT

6.1 MR WAYNE RISSMAN

Mr Rissman the Emergency Management Advisor, will attend the meeting to discuss the Board's role in Civil Defence and emergency management.

6.2 POLICE ISSUE - AKAROA WAIREWA

The Canterbury District Police Commissioner (or a representative from her office) has been invited to attend the meeting to discuss policing issues with the Board.

7. AKAROA MUSEUM ADVISORY COMMITTEE

General Manager responsible:	Stephen McArthur
Officer responsible:	Lynda Wallace, Museum Director
Author:	Wendy Graham, Committee Secretary

PURPOSE OF REPORT

The purpose of this report is to submit the outcomes of the Akaroa Museum Advisory Committee meeting held on Wednesday 18 October, 2006.

The meeting was attended by Committee members Stephen Lowndes (Chairman), Elizabeth Haylock and Jane Chetwynd (Friends of Akaroa Museum) Meri Robinson (Onuku Runanga) and Victoria Andrews (Community).

Also in attendance was Lynda Wallace, Museum Director,

Meri Robinson asked to be excused from the meeting at 10:45 a.m. and was absent for Items 7, 8, and 9.

1. APOLOGIES

No apologies were received.

2. WELCOME

The Chairman welcomed Ms Chetwynd, representing the Friends of the Akaroa Museum and Ms Andrews who had been nominated as the new community representative.

3. CONFIRMATION OF COMMUNITY REPRESENTATIVE APPOINTMENT

Members confirmed the appointment of Ms Victoria Andrews as the community representative on the Akaroa Museum Advisory Committee.

4. INTRODUCTION OF ROLE OF ADVISORY COMMITTEE

The Chairman explained the role of the Advisory Committee as stated in the Terms of Reference.

Under Clause 1 Ms Andrews questioned what the word "Council" meant under the Terms of Reference as she had thought this committee was a committee of the Akaroa-Wairewa Community Board.

The Chairman asked if the Museum could play a role in the Waitangi Celebrations. Ms Robinson said that she was dealing with this issue at present through the Runanga and she would liaise with the Museum Director on this matter. It was also suggested that a brief media report could be placed in the Akaroa Mail prior to Waitangi Day.

Ms Andrews also said she would not like this committee to be directly involved in the financial aspects for the Museum and felt that Clause 2 (c) could suggest this.

With regards to Clause 4, members agreed that it was an important element for the Museum Director to be in attendance at the Advisory meetings and that this should be included in this clause. It was felt that the way Clause 4, has been written, made it appear that any staff assistance required was exclusive to the service centre staff only.

Members agreed that Item 4 should be reworded to read "The Akaroa Museum Advisory Committee will be assisted by the Museum Director and Council staff". The Chairman was asked to raise this at a meeting of the Akaroa-Wairewa Community Board.

5. MINUTES OF MEETING HELD ON 12 JULY 2006

Members who were in attendance at the July meeting confirmed that the report of the meeting was a true and correct record of that meeting.

The committee **resolved** that the report of the meeting held on 12 July 2006 be received.

6. MATTERS ARISING

6.1 ONUKU RUNANGA REPRESENTATIVE

Ms Robinson advised members that she was happy to continue as the representative for the Onuku Runanga.

6.2 ACTIVITY MANAGEMENT PLANS

Comments from the Administration Manager's Update of the 27 September Akaroa-Wairewa Community Board was read to members for their information.

6.3 NEW STORAGE PROJECT

The Chairman said no action had been forthcoming regarding communication within the community in the way of a media release regarding this project.

The Museum Director advised that the Art Gallery Unit's communications adviser, Jan McCarthy, is part of the project planning team and has been included particularly to handle media releases promoting the project.

Members agreed that it was important to have media releases in the Akaroa Mail. Ms Chetwynd said the Friends would be happy to undertake this.

It was also agreed that Jenny Harper, Director of the Art Gallery be invited to attend the next meeting of the committee. It was suggested that the next meeting be held on Wednesday 31 January 2007.

7. DIRECTOR'S UPDATE

The Museum Director spoke briefly on each item of her update that had previously been circulated with the agenda.

7.1 VENUE HIRE

The Museum Director informed members that the Museum was being used on occasions for meetings. She said that hiring the venue raised awareness of the facilities and attractions available.

Members expressed concern that using the venue may put extra strain on staff, and it was suggested that it be kept to a minimum particular over summer months.

The Chairman pointed out that in next year's budget funds had been set aside for a further full time staff member.

7.2 EXHIBITIONS

The Museum Director said the opening of the Laying the Foundations exhibition had received good comments, and she had received a letter from a couple that had attended the opening congratulating staff on the exhibition. She said they had also carried out the walk with Suky Thompson and had found it very informative.

She referred to plans for the next exhibition as being about Rehutai and St. Lukes Church, Little Akaloa. The Menzies sketchbook of carving patterns has been recently lent to the Museum and it could be combined with contemporary photographs of the interiors of Rehutai and St. Lukes, by Neil Pardington.

7.3 COLLECTION DOCUMENTATION PROJECT

The Museum Director informed the committee that she was trying to obtain an intern over the summer from Victoria University at no cost to the Museum to continue this work.

Members agreed that the Collection Policy and Acquisition Policy be looked at and updated if required. These items to be discussed at the next Advisory meeting.

The Museum Director said that at present it was her decision on what items would be accepted into the collection. Only items with relevance to the area are accepted, and space constraints prevent the acquisition of large objects.

7.4 NEW STORAGE BUILDING

It was suggested that the Advisory committee could contact private people for substantial donations to assist the new storage building project.

Members discussed the situation regarding Heartlands being moved off its present site. It was suggested that it could be relocated on to the BP Meats site, even on a temporary basis.

7.5 HERITAGE BUILDINGS

The Museum Director advised members that discussions on responsibilities with regard to the Museum's heritage buildings would take place shortly between herself and the appropriate City Care staff.

8. FRIENDS OF AKAROA MUSEUM PRESIDENT'S REPORT

Ms Chetwynd briefly spoke on the recent activities of the Friends. She said 12 interviews had taken place on the Oral History and this was still continuing. The Chairman pointed out that this Oral History should also include people from the Little River area if possible.

On behalf of the Friends Ms Chetwynd invited members to its Christmas party on 15 December at the Gaiety.

Ms Chetwynd also informed members that a number of other projects were currently underway.

Ms Chetwynd said that as the Museum is embedded in the local community it was the concern of the Friends that those people, who volunteered their services as well as those who had the opportunity for paid employment at the Museum, did not lose this opportunity under the Christchurch City Council contract requirements.

Ms Andrews as the community representative reiterated Ms Chetwynd's concerns.

9. GENERAL BUSINESS

9.1 PAST MEMBERS OF THE COMMITTEE

The Museum Director asked how previous members of the Museum Board could be acknowledged and it was suggested they be invited to the Friends Christmas party. Mention could then be made of their contribution to the Committee at that time.

Meeting closed at 11:44 a.m.

STAFF RECOMMENDATIONS

That the Board receive this report. (Please note this report has not yet been confirmed by the Akaroa Museum Advisory Committee).

8. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE

22. 11. 2006

**AKAROA DESIGN & APPEARANCE ADVISORY COMMITTEE
08 NOVEMBER 2006**

**A meeting of the Akaroa Design & Appearance Advisory Committee
was held on Wednesday 08 November 2006 at 3:00pm**

PRESENT: Winston McKean (Chairman), Victoria Andrews, John Davey and
Lynda Wallace.

APOLOGIES: Tony Ussher

The Committee reports that:

**1. M.A. & K.J. CUNNINGHAM – ALTERATIONS TO EXISTING DWELLING
136 RUE JOLIE, AKAROA**

Brian Sharr attended the meeting to represent the applicants.
Ali van Polanen and Jenny May were present on behalf of Council's Environmental Policy & Approvals Unit

The Committee considered the plans for the proposed alterations to the dwelling at 136 Rue Jolie.

Brian Sharr spoke on behalf of the applicants, explaining the general context of the alterations.

Committee members then asked questions of Mr Sharr and raised issues relating to building materials, site coverage, the colour scheme and the roofline. Specific areas of concern were the bi-fold doors and the type of trellising to be used.

Mr Sharr undertook to take the members concerns to his clients and bring comments back to the Committee.

The Committee tentatively set Tuesday 5th December 2006 as the date for its next meeting.

The meeting concluded at 3:40 p.m.

CONSIDERED THIS 5TH DAY OF DECEMBER 2006

**WINSTON McKEAN
CHAIRMAN**

STAFF RECOMMENDATION

That the Board receive this report. (Please note this report has not yet been confirmed by the Akaroa Design and Appearance Advisory Committee).

9. LITTLE RIVER VISITOR INFORMATION CENTRE

General Manager responsible:	General Manager Public Affairs, DDI 941-8637
Officer responsible:	Customer Services Manager
Author:	Stephen Hill, Frank Ash (Christchurch and Canterbury Tourism)

PURPOSE OF REPORT

1. The purpose of this report is to present to the Community Board, for its consideration, options regarding the future delivery of Visitor Information Centre (VIC) services at Little River.

EXECUTIVE SUMMARY

2. In 2005 the Banks Peninsula District Council commissioned an external report assessing options for the future of Visitor Information Centres in Banks Peninsula. The report, by consultants Tourism and Leisure Group, recommended that the council discontinue its existing funding of the Centre (\$10,000 p.a.) after June 2006.
3. BPDC did not confirm the recommendations of the report but resolved to hold further discussion on the future direction of VIC's following the inclusion process with Christchurch City Council, including discussions with Community Board members to be invited.
4. In April 2006 Council advised the Little River Railway Trust (which operates the VIC) that the funding would not be continued beyond 30 June 2006.
5. After further discussions, a transitional payment of \$5000 was made in August to enable the VIC to continue operating for a further six months.
6. Representatives of Council and Christchurch and Canterbury Tourism (CCT) have held discussions with various parties as to options for the future delivery of VIC services on Banks Peninsula, including Little River.
7. An option to retain a static service at Little River is presented here for the board's consideration, as a basis for discussion and consultation with the local community.

FINANCIAL AND LEGAL CONSIDERATIONS

8. No specific funding is available from Council for further operation of the Little River VIC. Should the Community Board consider, after consultation with the local community, that the proposal presented here should be pursued, then further investigation will be carried out to identify possible funding sources from across both Council and CCT.

Council is the owner of the railway station building, and there is a current lease in place with the Little River Railway Trust which incorporates the operation of the VIC. Appropriate lease and contractual arrangements will be made to reflect the decisions made on the VIC.

STAFF RECOMMENDATIONS

It is recommended that the Community Board facilitate consultation with the Little River community and stakeholders to determine support for the Visitor Information Centre, and to discuss support for this proposal for the provision of Visitor Information Centre services.

BACKGROUND ON LITTLE RIVER VISITOR INFORMATION CENTRE

9. Little River is a community of 200-plus, and is a strategic “gateway” to Banks Peninsula in that the main highway (SH75) to Akaroa and Banks Peninsula passes through the community and all visitors will travel through Little River as part of their Banks Peninsula tourism experience (except for some 4WD vehicles or those just visiting Lyttelton Harbour).
10. At present a Visitor Information Centre service is provided from the former Railway Station premises, which is owned by the Council, and leased to the Little River Railway Trust. The Trust provides the VIC service, in liaison with the Little River Craft Co-operative which sub-leases retail space in the building. Funding of \$10,000 p.a. has been provided to the Trust in the past to support the operation of the service.
11. In 2005 the Banks Peninsula District Council commissioned an external report assessing options for the future of Visitor Information Centres in Banks Peninsula. The report, by consultants Tourism and Leisure Group, recommended that the council discontinue its existing funding of the Centre after June 2006.
12. BPDC did not confirm the recommendations of the report but resolved to hold further discussion on the future direction of VIC's following the inclusion process with Christchurch City Council, including discussions with Community Board members to be invited.
13. Since that time the future of the Little River VIC has been uncertain. A transitional payment of \$5000 was made in August to enable the VIC to continue operating for a further six months.
14. Representatives of Council and Christchurch and Canterbury Tourism (CCT) have held discussions with various parties as to options for the future delivery of VIC services on Banks Peninsula, including Little River.
15. The Railway Station Trust has indicated it does not want to support the salaried employment of an information person beyond 28 November 2006. From enquiries made to date by CCT it appears no other organisation or business venture is willing to provide a “lead agency” to continue employment of information staff.
16. There is currently no capacity or resource for Christchurch and Canterbury Tourism (Banks Peninsula Tourism) to assume this responsibility.
17. There is a proposal and funding available from another allocated budget to provide static signage at Little River as part of an overall signage/information strategy for Banks Peninsula. This project will not be completed until approximately August 2007 but will be cognisant of the Little River situation, and may form part of a longer-term solution.
18. There is a reasonable case to be made that provision should be made for at least a basic level of information for visitors to Banks Peninsula at Little River – some of the information could be considered essential for safety reasons (especially road suitability for certain vehicle types). However, the information would mostly be about the resources available to provide an enjoyable experience for visitors (ie location of scenic spots, walking tracks, tourism products etc). In the height of the season, when Little River is proverbially “packed” such information is actively sought. Additionally, the Little River Rail Trail will increase this traffic as the cycleway becomes increasingly popular.
19. During the winter season (May to September), the need for visitor information is largely reduced to weekends and public holidays when the domestic market visits the region and Little River.

OPTIONS

20. **Option (a) Status Quo:** This option is not available as the Little River Railway Trust has indicated it does not wish to continue providing the VIC service.

21. **Option (b) CCC Service Centre:** Provide VIC services from the CCC Service Centre. This option is not considered viable as the CCC Service Centre is only open during weekday business hours. The cost of providing staff for weekends would be substantial. This location also has the disadvantage of being located opposite the current VIC, on the “wrong” side of the carriageway for traffic travelling towards Akaroa.
22. **Option (c) Static VIC in current location.** This option would involve the establishment of a “static”, un-staffed VIC service operating from the existing location. Further detail is set out below.

PREFERRED OPTION

23. Option (c) Static VIC in current location

Dependent on funding identified from CCC, CCT or other sources, it may be feasible to provide temporary information resources to visitors in the CCC owned Little River Railway Station in the following manner for the 2006-2007 summer season only: -

- An interactive electronic kiosk with screens loaded with appropriate generic visitor information (Banks Peninsula Tourism Manager);
 - A brochure rack with supplementary information for visitors, prompted by messages received from (1) above (ie campervan, Rail Trail, hiking routes, tourist drives type information);
 - Little River tourism product (accommodation providers, activity operators and attractions). Given that the brochure display will have only minimal servicing (by CCC staff) the display will be free and only available to Little River operators.
24. While this approach is focused on achieving a short-term solution for the coming summer season, it may also form part of a longer-term service provision. Resources such as dedicated static signage will be investigated with the “Signage Project” about to be embarked upon. This will identify the scale, content, delivery method and positioning of information for visitors arriving at the gateway of Banks Peninsula.
 25. Beyond 2007, the growing economic and community development impetus from tourism in Little River may well encourage the community to augment the static display with knowledgeable staff to grow the facility at Little River into a commercial operation that better recognises its strategic importance.

COMMUNITY VIEWS

26. The Little River Craft Station Co-operative has written to Council indicating its support for the retention of the VIC service. Additionally, a petition, containing 514 signatures but unverified, was forwarded to Council in June to indicate local and visitor support for the retention of the VIC service at Little River.
27. The Community Board is in a position to facilitate further discussion within the local community to ascertain current levels of support for the VIC, and for the proposed option for retaining the service as outlined above.

10. COMMUNITY BOARD ONBOARD PRINTING COSTS

General Manager responsible:	General Manager, Public Affairs
Officer responsible:	Communication and Consultation Manager
Author:	Janet Luxton, Community Advisory

PURPOSE OF REPORT

1. The purpose of the report is to seek approval to fund the printing costs for OnBoard, the community boards monthly newsletter.

EXECUTIVE SUMMARY

2. OnBoard has been developed as an A4 single sided newsletter that is a breakdown of items of interest from the BP Community Board Meetings. The first Lyttelton/Mt Herbert newsletter was in October and the first from Akaroa/Wairewa in November. OnBoard is placed on the website and emailed to a variety of contacts supplied by the Board chairs and PBA's

The intention is to place OnBoard at a variety of noticeboards across the peninsula as well. We can also establish OnBoard as an email e-zine.
A good way to start will be to email to all residents groups

FINANCIAL AND LEGAL CONSIDERATIONS

3. Costs:
Per A4 single sided (which I suggest we try to keep it to) is .35c each
To do 100 once a month = \$35 /month therefore for 12 months = \$420/year

If we only put the poster up onto notice-boards ...up to 20 = \$84 /year

OPTIONS

4. The Board has three options:
 - A) That the Boards allocate funds to print 100 per month at \$420.00 per year
 - B) allocate funds to print up to 20 per year at \$84.00 per year
 - C) decline to allocate funds for printing costs and only use email to distribute

PREFERRED OPTION

5. That the Boards allocate funds to print 100 per month at \$420.00 per year

STAFF RECOMMENDATIONS

- A) That the Boards allocate funds to print 100 per month at \$420.00 per year

11. COMMUNITY BOARD SMALL ADVERTS

General Manager responsible:	General Manager, Public Affairs
Officer responsible:	Communication and Consultation Manager
Author:	Janet Luxton, Community Advisory

PURPOSE OF REPORT

1. The purpose of the report is to seek approval to fund small adverts in the Bay Harbour News (every publication) and the Akaroa Mail (once a month on the 'off' weeks that the new City Council Our Christchurch news page is published)

EXECUTIVE SUMMARY

2. At the Community Board planning day held at Little River in September the Boards discussed using timeless small ads to alert peninsula residents to the services available to them through the CCC call centre. There is also a need to cut –down on the number of calls going through to the Service Centre staff that could be handled by the call centre or the fingertip library staff.

The adverts would have a variety of topics that could be rotated by the publishers to have different ads in each publication.

Example subjects: (not a comprehensive list)

Is the road closed?

How do I reserve a library book?

How much do I owe on my rates?

How do I get a building consent?

Can I get a library book send to my local library?

When does the Community Board meet?

All adverts will have Council contact numbers and website details on them.

FINANCIAL AND LEGAL CONSIDERATIONS

3. The cost of the adverts in the Bay Harbour News at 4cm high by 7.2cm wide black and white X 20 adverts = \$792.00 or colour = \$840.00 per year
Or
6cm high by 7.2cm wide black and white X 20 = \$1188.00 or colour \$1260.00

The cost of the adverts for the Akaroa Mail are 5x2 cols x 10 = \$450.00

Please note that both Community Boards are receiving this report, the costs can be shared, costs will depend on the option decided on by the Board

OPTIONS

4. The Board has three options:
 - A) To agree to the allocation of funds for ads in both the Akaroa mail and the Bay Harbour News
 - B) To allocate funds for adverts only in the Bay Harbour News,
 - C) To decline to allocate funds for adverts in either paper.

PREFERRED OPTION

5. That the Boards allocate funds for small adverts in the Bay Harbour News.

STAFF RECOMMENDATIONS

- B – That the Board allocate funds to small ads in the Bay Harbour News only and assess the possibility of small ads in the Akaroa Mail after 'Our Christchurch ' has appeared in the Akaroa Mail over several months.

12. NZ COMMUNITY BOARD CONFERENCE 2009

General Manager responsible:	General Manager Regulation and Democracy Services, DDI 941-8549
Officer responsible:	Anusha Guler, Secretariat Manager
Author:	Elsie Ellison, Community Board Principal Adviser, DDI 941-6701

PURPOSE OF REPORT

1. The purpose of the report is to seek funds from each Community Board to enable planning to begin for the NZ Community Board Conference 2009 which is being hosted by the Christchurch City Council, and to nominate two Community Board members from each Community Board to be part of this planning committee which will be chaired by Deputy Mayor Carole Evans.

EXECUTIVE SUMMARY

2. At a meeting of the Community Board chairpersons and staff forum, held on June 23 2006, it was suggested that the Christchurch City Council make an application to host the Community Board Conference for 2009.
3. The Council approved on 31 August 2006, the Christchurch City Council putting a bid to host the 2009 Community Board Conference. This bid was successful.

FINANCIAL AND LEGAL CONSIDERATIONS

4. It was intended that costs of the conference will be covered by registration fees and various sponsors for events. These costs include a professional Conference organiser, venues and the activities in the Conference programme. The Councils Civic and International Relations team would provide advice on protocol and city activities in the programme. A budget of up to \$14,000 will be required for deposits for venue bookings and engaging a Professional organiser. It is anticipated based on the conference hosted by the Dunedin City Council in 2005 that approximately 200 persons will attend.
5. The Chairs from each of the City Community Boards have said that the Community Boards will allocate \$2000 from their discretionary funds and the Banks Peninsula Boards allocate \$1000 each. This will provide funding for \$14,000. In addition the Secretariat Unit will seek approval from the Council to budget for an additional \$15,000 in the 2007/2008 Annual Plan in the event of any shortfall arising.
6. The Chairman has indicated that he is prepared to support providing funding from the Board's Discretionary Funding based on a percentage of the funding that the Akaroa-Wairewa Community Board has compared to the funding that the City Board's have.
7. The City Community Board's have \$60,000 of Discretionary Funding. The two Banks Peninsula Board's have \$15,000. Using a percentage based formula this would mean that the Banks Peninsula Board's would allocate \$500, rather than the \$1,000 indicated.

OPTIONS

8. The Board has three options either to agree to allocate \$1,000 funding for the planning of the conference, agree to allocate \$500 or not to fund. This would mean that the Council resolution is not implemented as there is no other funding available to start this process.

9. That the Board nominate, or chooses not to nominate two Board members to be part of the planning committee to be chaired by Carole Evans Deputy Chair.

PREFERRED OPTION

10. That the Board agree to allocate \$500 from its 2006/07 discretionary fund for the planning of the NZ Community Board Conference 2009.
11. That the Board nominate two Board members to be on the 2009 planning committee.

STAFF RECOMMENDATIONS

It is recommended that the Board:

- (a) Agree to allocate \$500 from its 2006/07 discretionary fund.
- (b) Nominate two Community Board members to be on the 2009 Community Board Conference planning committee.

13. COMMUNITY DEVELOPMENT SMALL GRANTS APPLICATIONS

General Manager responsible:	General Manager Community Services, DDI 941-+
Officer responsible:	Community Development Manager
Author:	Sue Grimwood

PURPOSE OF REPORT

1. To provide the Board with recommendations for applications to the Community Development Small Grants Scheme in Akaroa/Wairewa.

EXECUTIVE SUMMARY

2. Board members will have received information outlining criteria for assessing funding applications.

Available funds - **\$8,680.00**

There were only two applications to this fund

- i) Akaroa Golf Club for part salary costs for a club secretary/manager *requested amount \$4,000.00*
- ii) Akaroa Resource Collective Trust for part salary and administration costs for a receptionist at the Heartland Centre.
Requested amount \$6,240.00

I have declared a conflict of interest with this application (arising from my long-term involvement and employment with this organisation) and the recommendations are drawn from assessment by fellow CDAs in Christchurch.

Recommendations for both applications are attached to this report

The process following the assessment committee meeting :

- Minutes of decision checked by CDA
- Loaded into database
- Decision letters printed and sent to applicants (where appropriate accountability forms are included)
- Grants payments are then generated.

FINANCIAL AND LEGAL CONSIDERATIONS

Funding of \$ 8,680.00 is allocated for disbursement

STAFF RECOMMENDATIONS

It is recommended that the Community Board:

- (a) Agree with the attached recommendations

14. COMMUNITY DEVELOPMENT ADVISOR ROLE

General Manager responsible:	General Manager Community Services, DDI 941-+
Officer responsible:	Community Development Manager
Author:	Sue Grimwood

PURPOSE OF REPORT

1. To outline my role as Community Development Advisor for the Akaroa/Wairewa Ward and Community Board.

EXECUTIVE SUMMARY

2. In my role as Community Development Advisor to and for the Akaroa/Wairewa Ward, key objectives for the 2006/07 year include
 - develop mapping and relationship data base of key community groups and organisations in the Akaroa/Wairewa Community Board area;
 - develop and maintain relationships with key community groups and organisations and advise Council on significant issues/trends in the Ward;
 - provide specialist advice to the Community Development Manager on the above;
 - provide specialist input into work undertaken towards the Community Development Strategy, Grants Review and Facilities Plan;
 - integrate current Safer Banks Peninsula Work and new Community Development Advisor role;
 - work within the framework of the Community Development Strategy to meet LTCCP outcomes.

Within these objectives work on the draft Community Development Strategy has reached the community consultation/submission stage with a networking forum scheduled in Akaroa on Friday 1st December at which the draft strategy will be presented. Submissions on the strategy close on December 22nd.

FINANCIAL AND LEGAL CONSIDERATIONS

No Financial or Legal Considerations involved

STAFF RECOMMENDATIONS

N/A

Report - Community Development Advisor:

Under the Local Government Act 2002 Councils have been explicitly expected to promote the social and cultural as well as environmental and economic well being of their communities. Council is required to facilitate a process of identifying community outcomes and to coordinate collaborative action by NGOs, Government agencies and key stakeholders to achieve these outcomes and to address community issues.

Supporting community development is one of the range of ways that Council contributes to building strong, connected, resilient communities.

Community development is about communities working to achieve the things that are important to them reflected in the vibrancy of the community, residents, informal networks and effective community involvement in local decision making.

International evidence shows strong communities have:

- higher democratic participation
- better educational achievements
- higher economic growth
- lower mortality rates
- a healthier environment

and are:

- cleaner and safer
- more attractive places for people to live, visit and invest in.

Community development builds resilient, resourceful and ultimately self-sustainable communities to which all residents feel they belong.

Council employs both Metro (Christchurch City) and local (community based) Community Development Advisors. I am currently employed 16 hours a week in this role.

Prior to amalgamation with Christchurch I was employed by BPDC to implement crime prevention and reduction programmes working with the Akaroa/Wairewa Community Trust (Safer Banks Peninsula)

As a point of clarification for Board members I also work 16 hours/week for the Akaroa Resource Collective Trust who hold the contract with the Ministry of Social Development to operate the Akaroa Heartland Centre.

The *draft* 'Community Development Strategy' has identified 8 goals (for the life of the strategy)

1. Understand and document community trends and imperatives;
2. Promote collaboration among key stakeholders including Government agencies and community and voluntary organisations, to identify and address key community issues;
3. Increase community engagement and participation in local decision making;
4. Help build and sustain a sense of local community identity;
5. Ensures that communities have access to community facilities that meet their needs;
6. Increase participation in community and recreation programmes and events;
7. Enhance community and neighbourhood safety;
8. Improve basic life skills so that all residents can participate fully in their community.

Council's involvement in community development will become more:

- goal focused and outcome orientated,
- place greater emphasis on promoting collaboration and working in partnership to address issues of importance to the community, and
- will put more effort into research, monitoring, evaluating and reporting back to Council, Community Boards and the Community.

An issue identified by several sectors of the community is the lack of affordable housing for:

- local residents across the age and family spectrum.
- seasonal/student workers
- difficulty accessing long-term accommodation

A survey/questionnaire will be developed to obtain some quantitative data rather than using anecdotal (or qualitative) information.

Youth Adolescent Health

Currently work to gather data on 13-25 year olds access to primary health services (whether there are gaps to be filled) is being undertaken in conjunction with the Rural Canterbury PHO, Health 198, Schools and local health practitioners. The Board will be updated on this as data becomes available.

Board members wishing to contribute to the questionnaires with specific questions or ideas
Can contact me in person; at my office – Heartland Centre, 9 Rue Balguerie, ph. 304.8659; email akaroaheartland@paradise.net.nz ; or home 304.5099 email esgrimwood@xtra.co.nz

I shall be at the Board meeting to answer any questions Board members may have about this report.

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 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.

16. QUESTIONS

Members may at any ordinary meeting put a question to the Chairman concerning any matter relevant to the role or function of the Community Board concerning any matter that does not appear on the order paper. All questions are subject to Standing Orders 4.1.1 to 4.1.5.

17. BOARD MEMBERS' INFORMATION EXCHANGE

18. RESOLUTION TO EXCLUDE THE PUBLIC

Section 48, Local Government Official Information and Meetings Act 1987.

I move that the public be excluded from the following parts of the proceedings of this meeting, namely item 16 - Akaroa Wharf, consideration of licences.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER	GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF THIS RESOLUTION
PART C	18. AKAROA WHARF LICENCES) GOOD REASON TO) WITHHOLD EXISTS) UNDER SECTION 7	SECTION 48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item 18 Commercial Activities (Section 7(2)(h) & 7(2)(i))

Recommendation: That the foregoing motion be adopted.

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):
 - (a) Shall be available to any member of the public who is present; and
 - (b) Shall form part of the minutes of the local authority.”