



## Christchurch City Council

# AKAROA/WAIREWA COMMUNITY BOARD AGENDA

TUESDAY 24 APRIL 2007

9.30 AM

### AKAROA SERVICE CENTRE

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

**Akaroa Service Centre Manager**

Liz Carter

Telephone: (03) 304-7701

Fax: (03) 304-7731

Email: [liz.carter@ccc.govt.nz](mailto:liz.carter@ccc.govt.nz)

**Secretary**

Wendy Graham

Telephone: (03) 304-7701

Fax: (03) 304-7731

Email: [wendy.graham@ccc.govt.nz](mailto:wendy.graham@ccc.govt.nz)

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**2. CONFIRMATION OF REPORT**

The report of the ordinary meeting of the Akaroa-Wairewa Community Board held on Wednesday 28 March 2007 is attached.

**STAFF RECOMMENDATION**

That the report of the ordinary meeting held on Wednesday 28 March 2007 be confirmed.

**3. CONFIRMATION OF REPORT**

The report of the extra-ordinary meeting of the Lyttelton/Mt. Herbert Community Board and Akaroa-Wairewa Community Board held on Wednesday 7 March 2007 is attached.

**STAFF RECOMMENDATION**

That the report of the extra-ordinary meeting held on Wednesday 7 March 2007 be confirmed.

#### 4. PETITIONS

#### 5. CORRESPONDENCE

#### 6. DEPUTATIONS BY APPOINTMENT

##### 6.1 Mr Ted Robinson

Mr Robinson wishes to address the Board regarding improvements to the Wainui Cemetery. Copies of previous correspondence relating to the Wainui Cemetery are attached.

##### 6.2 Bastille Day Committee

Representatives of the Bastille Day Committee will attend the meeting to discuss their application for funding.

##### 6.3 Crown Public Health - Kathryn Russell

Rachel Don (Community & Public Health) and Shirley Hayward (Environment Canterbury) have been asked to attend the meeting to discuss the protocol for algal bloom warning signage to be posted at Lake Forsyth.

The following message has been received from Kathryn Russell (Community & Public Health) who used to deal with this issue and who addressed the Board last September regarding what type of signage would be appropriate.

*"Those of us in the environment team that were present yesterday (Monday 16th April) met with staff from Ecan to discuss the amendments to the protocol for toxic algal bloom. The feeling seems to be that a sign containing coloured indicator of health risk (the draft design I had circulated) is not appropriate, and signage should contain wording relating to the health risk associated with the bloom risk period in November-May and when a bloom is present. A modification to the sign (a coloured panel stating when a bloom is present) would be inserted by Community and Public Health on notification from Ecan.*

*In addition we intend to modify the locations to include extra signage at the start of the rail trail and are establishing a system of email and phone calls where appropriate to ensure that CCC, CPH, Te Wairewa are informed. Our media releases are managed by the CDHB now, and we also intend to review their list of contacts to ensure that all appropriate persons are notified."*

##### 6.4 Ms Esther Phillips

Ms Phillips will address the Board regarding the land use on the corner of Clifton Street and Lake Terrace Road, at Birdlings Flat.

**7. AKAROA-WAIREWA RESERVES DISCRETIONARY FUNDING 2006/07- PROPOSALS FOR UNALLOCATED FUNDING**

<b>General Manager responsible:</b>	General Manager City Environment, Jane Parfitt, DDI 941-8656
<b>Officer responsible:</b>	Transport and Greenspace Manager, Michael Aitken
<b>Author:</b>	Parks & Waterways Area Advocate, Rod Whearty

**PURPOSE OF REPORT**

1. The purpose of this report is to allocate \$20,000 of the Boards remaining 2006/07 Reserves Discretionary funding.

**EXECUTIVE SUMMARY**

2. The balance of the Reserves Discretionary Fund is currently \$20,000.
3. There is no provision to seek “carryovers” into 2007/08 for any funds that have not been committed/expended by 30 June 2007.
4. Reserve Management Committees within the Boards area were invited to a meeting on Friday 16 March 2007 where they were invited to submit projects to be considered for this funding. While there was a reasonable turn-out for this meeting overall, some of the Reserve Management Committees were not in attendance or represented. The minutes of that meeting accompany this report as an attachment.

**Proposals for 2006/07 Allocation**

5. In developing the proposed distribution of funds, staff have been mindful of the desire to achieve distribution across as many committees as possible, and to select projects that can be undertaken and completed by June 30 2007. After considering the various Reserve Management Committees requests, staff propose the outstanding Reserves Discretionary Funds be allocated to the following projects listed below.

**20 Picnic Tables and installation materials \$15,000**

6. There was a general consensus at the meeting that more picnic tables were required for many of the groups respective areas. The attendees indicated that if the Council could supply the tables, then the groups would undertake the installation within their own resources. Ordering a bulk lot of picnic tables would also provide the opportunity to offer some picnic tables to those Reserve Management Committees that were unable to attend that meeting. The cost of \$750 per table is based on the following break down.

Table cost (Quoted)	\$630
Deliver and supply of “Easycrete” for installation ( Estimated)	<u>\$120</u>
Total	<u>\$750</u>

All prices are exclusive of GST.

**Robinsons Bay RMC Fencing Materials \$1500**

7. Funding required to install a new boundary fence on the road frontage of the reserve. The funding is for the cost of materials. The management committee will arrange construction and installation within their own resources. The fence is required to restrict unauthorised vehicle access and make the reserve stock proof to protect the existing plantings.

**Duvauchelle RMC Playground Equipment \$600**

8. Funding required to replace an item of play equipment targeted at the preschool age group. Funding would provide a spring loaded rocker in the form of a whale or frog. The funding will cover purchase and deliver of the play item. The management committee will undertake the installation within their own resources.

## **Planting Projects**

**\$2900**

9. A number of groups also indicated that they had areas available for additional planting. A number of these were within existing plantings where plant losses had occurred for one reason or another. Supplying these groups with a range of suitable plant species is also another good way of adding value and supporting these voluntary committees, while at the same time providing a tangible beneficial outcome to the wider community.

## **FINANCIAL IMPLICATIONS**

10. All of the above projects total \$20,000 which is the outstanding balance of the 2006/07 Reserves Discretionary Fund.

## **Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?**

11. As above.

## **LEGAL CONSIDERATIONS**

12. The Akaroa/Wairewa Community Board has the delegated authority to allocate these funds.

## **Have you considered the legal implications of the issue under consideration?**

13. Not applicable.

## **ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

14. **LTCCP  
Parks, Open Spaces and Waterways – Page 123**

Community – By providing welcoming areas for communities to gather and interact.  
Environment – By offering opportunities for people to contribute to projects that improve our city's environment.

## **Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?**

15. As above.

## **ALIGNMENT WITH STRATEGIES**

16. Social Wellbeing Strategy  
Recreation and Sports Strategy  
Natural Asset Management Strategy  
Environmental Policy

## **Do the recommendations align with the Council's strategies?**

17. As above.

## **CONSULTATION FULFILMENT**

18. The Reserve Management Committees have been given the opportunity to submit projects for consideration, prior to the Board allocating these funds.

## **STAFF RECOMMENDATION**

It is recommended that the Akaroa Wairewa Community Board allocate the remaining 2006/07 Reserves Discretionary Funds as listed under section 5 of this report.

## 8. PROPOSED LEASE TO AKAROA GOLF CLUB INCORPORATED

<b>General Manager responsible:</b>	Jane Parfitt General Manager of City Environment DDI 941 8656
<b>Officer responsible:</b>	Michael Aitken Transport & Greenspace Manager DDI 941 6287
<b>Author:</b>	Tom Lennon, Property Consultant

### PURPOSE OF REPORT

1. The purpose of this report is to seek the Board's approval to issue a new Lease to Akaroa Golf Club Incorporated over the area of Recreation Reserve within Certificate of Title Reference CB7C/1117 which is currently occupied by the Duvauchelle Golf Course (refer attached).

### EXECUTIVE SUMMARY

2. The land occupied by the Duvauchelle Golf Course is a Recreation Reserve vested in the Council under the provisions of the Reserves Act 1977.
3. The previous 33 years lease between the former Banks Peninsula District Council and the Akaroa Golf Club Incorporated expired on 31 June 2001.
4. The proposed lease is for 20 year with no right to renew for. This term structure was established to avoid the problem of a deemed subdivision under Section 218(1)(a)(iii) of the RMA 1991.
5. Following negotiations between the former Banks Peninsula District Council property staff and the Akaroa Golf Club Incorporated an agreement was reached in respect to the rent. The new rental will be based on the Club's annual turnover from green fees and the number of full memberships.
6. Under the proposed rental structure the Club will pay the Council \$3 for every full member of the Club in the year preceding the relevant rent payment date plus 2% of the Club's gross annual income from green fees over the year preceding the relevant rent payment date.
7. Based on information provided by the Akaroa Golf Club Incorporated for the 2004/05 financial year, the Club had 216 full memberships and generated \$44,537 in green fees. By applying the methodology outlined in item 6 of this report, this figures would translate to an annual rental of \$1,538.74
8. It is recommended that a new lease is issued to the Akaroa Golf Club Incorporated subject to public notification of the intention to grant a lease occurring in accordance with the provisions of the Reserves Act 1977, and the consent of the Department of Conservation being obtained.
9. Consideration has not been given to the eventuality of Department of Conservation declining to grant consent to a new lease. If that was to occur negotiations and alternative solutions would need to be sought.

### FINANCIAL IMPLICATIONS

10. The Akaroa Golf Club Incorporated will be:
  - (a) charged an appropriate annual rental, based on the methodology outlined in item 6 of this report. The Corporate Support and Transport and Greenspace Unit Managers will be given the delegated authority to approve the annual rent.
  - (b) responsible for meeting all costs associated with Council's compliance under the Reserves Act 1977, and the preparation and execution of any lease.

**Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?**

11. Not applicable.

**LEGAL CONSIDERATIONS**

**Have you considered the legal implications of the issue under consideration?**

12. The Community Board has delegated authority to approve the granting of a lease under Section 54 of the Reserves Act 1977. A new lease is not able to be issued until such time as the requirements of the Reserves Act have been met, as discussed below.
13. Section 54 of the Reserves Act 1977  
This section of the Act enables the Council to issue leases in respect of recreation reserves with the consent of the Minister of Conservation.
14. Section 119 of the Reserves Act 1977  
Relates to publicly notifying the subject matter, in this case the Council's intention to issue a lease.
15. Section 120 of the Reserves Act 1977  
This Section provides for a public notification period of not less than one month from the date of publication of the notice, to allow the public the right of objection and of making submissions.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

**Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?**

16. Page 124 of the LTCCP, level of service under parks, open spaces and waterways.

**ALIGNMENT WITH STRATEGIES**

**Do the recommendations align with the Council's strategies?**

17. Not applicable.

**CONSULTATION FULFILMENT**

18. Public consultation to issue a new lease to the Akaroa Golf Club Incorporated is required. The procedure for consultation is set out in the Reserves Act 1977. The Act requires the Council to publicly notify its intention to issue a lease. The public has one month from the date of publication of the notice in which to make an objection or submission.
19. If objections to the proposal are received and are unable to be satisfied, then these are heard by a hearings panel of the Council. The Department of Conservations retains a prior right to approve or decline the lease following the outcome of the hearings panel process.



## **STAFF RECOMMENDATION**

It is recommended that:

- (a) the Board approve a lease to the Akaroa Golf Club Incorporated of 66 acres of Recreation Reserve within Certificate of Title Reference CB7C/1117 for a term of 20 years for the purposes of promoting and of playing golf subject to:
  - (i) public notification under the Reserves Act 1977 and no sustainable objections being received.
  - (ii) the approval of the Department of Conservation being obtained.
  - (iii) the applicant meeting all costs associated with the granting of the new lease.
- (b) the Corporate Support and Transport and Greenspace Unit Managers be given delegated authority to negotiate and agree the annual rental.

## 9. AKAROA-WAIREWA COMMUNITY BOARD DISCRETIONARY FUNDING APPLICATION

<b>General Manager responsible:</b>	General Manager , Peter Mitchell, DDI 941-8549
<b>Officer responsible:</b>	Acting Democracy Services Manager, Lisa Goodman
<b>Author:</b>	Akaroa Service Centre Manager

### PURPOSE OF REPORT

1. The purpose of this report is to present an application for Discretionary Funding to the Board for consideration (refer attached).

### EXECUTIVE SUMMARY

2. An application has been received from the Bastille Day Committee for funding towards the Bastille Day celebrations to be held in Akaroa on 14 July 2007. The celebrations will include:
  - French lunch menus at Akaroa Restaurants
  - a procession of floats representing community groups
  - street entertainers and bands
  - a “storming of the Bastille” parade
  - a beach gathering with set piece fireworks of the Eiffel Tower
  - fire dancers and bands
  - a fireworks celebration from a barge in the harbour
  - Le Rendez-vous cabaret and entertainment at The Gaiety.
3. The Committee has provided Bastille Day celebrations in Akaroa for the last six years. This year Bastille Day falls on a Saturday so the Committee has planned a special day of celebrations from noon until midnight. In keeping with the origins of the town, the Committee is following French traditions, but also adding an Akaroa flavour. Representatives from the Committee will attend the meeting as a deputation to answer any questions members may have.

### FINANCIAL IMPLICATIONS

4. The Board has an annual Discretionary Fund of \$15,000. To date, in this financial year, the Board has allocated \$2,531, which leaves a balance of \$12,469. This Fund has to be allocated within the 2006-07 financial year.

### Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?

5. Yes.

### LEGAL CONSIDERATIONS

#### Have you considered the legal implications of the issue under consideration?

6. Under the Community Board delegations, the Board has *“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).”*

### ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

#### Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?

7. LTCCP – Recreation and Leisure - Page 131:
  - Prosperity – by providing economic benefits to the city through its involvement in events and festivals.

- Recreation – by providing effective process support for events and festivals to enable quality implementation.
- Recreation – by positioning Christchurch as an event-friendly city.

#### **ALIGNMENT WITH STRATEGIES**

##### **Do the recommendations align with the Council's strategies?**

8. Events Strategy

#### **CONSULTATION FULFILMENT**

9 The Board has not carried out any direct consultation on this issue but will be aware of the community support for previous Bastille Day events.

#### **STAFF RECOMMENDATION**

It is recommended that the Board allocate an amount it deems suitable from the balance of its Discretionary Fund, to the 2007 Bastille Day Celebrations.

## **10. AKAROA SERVICE CENTRE MANAGERS UPDATE**

### **10.1 AKAROA-WAIREWA COMMUNITY BOARD - ACTION MEMO UPDATES**

#### **BP Meats Land**

Members asked at the December 2006 meeting for a briefing on the issues regarding the BP Meats land.

Tom Lennon from the Property Consultancy Team has replied as follows:

*A report will be presented to Council on this site probably in May/June. One of the options likely to be included as part of the report is the use of the site as a public car park on a temporary basis and until long term potential uses are identified. Council will need to consider the implications of using the site as a public car park in particular traffic and planning issues. Long term use of the site will require further consideration and should take into account the Akaroa Town Plan which is currently being developed.*

#### **Takamatua and Robinsons Bay Refuse Collection**

Investigation work has been carried out into the option of removing the cage at Takamatua and the skip at Robinsons Bay and extending the kerbside collection to these areas. Staff had looked at commencing this at the end of April, however the State Highway 75 properties pose a real problem.

The collection truck can not get off the road at most of the SH75 properties and this is a requirement of Council's Temporary Traffic Management Plan with Transit New Zealand. Residents, or the Council, would have to do a lot of work to allow this to happen. When rural collections were recently introduced in Timaru, the Council left it up to the individual property owners to provide off street access for the trucks if they wanted to utilise the Council's collection service. As this is a major issue and there would have to be a wide variety of instructions to property owners, depending on where they live, staff have decided not to proceed with this proposal at this time.

Staff are still investigating alternatives, but feel these would now be best included in the new Christchurch collection contract.

### **10.2 AKAROA-WAIREWA COMMUNITY BOARD - VACANCY**

The resignation of Mr McKean from the Board means there will be a vacancy on the Board, along with vacancies for the following Board appointments:

- Akaroa Design & Appearance Advisory Committee – Board representative (Chairman)
- Akaroa Community Arts Council – Board representative
- Akaroa Harbour Issues Working Party – joint Board liaison person
- Akaroa Youth Initiative Steering Committee - Board liaison person

A report regarding these vacancies will come to the next meeting of the Board.

### **10.3 CUSTOMER SERVICE REQUESTS – 12 FEBRUARY 2007 – 12 APRIL 2007**

Attached for members information.

Some further breakdown of the figures for the two highest number of CSR's for Akaroa-Wairewa give the following figures:

<b>Parks Maintenance</b>	<b>23</b>
Fence New	1
Furniture Maintenance	2
Miscellaneous	1
Rats, Bees, Wasps	3
Structure Maintenance	2
Toilets – Non Urgent Maintenance	2
Toilets	12

<b>Water Reactive Maintenance</b>	<b>24</b>
Alter Level Meter Box	2
Can't shut off valve	1
Dayworks	2
Leak at Connection	8
Leak on Roadway	4
Locate Meter	1
Miscellaneous	1
No Water	2
Seal around connection required	1
Toby Box damaged	2

## 11. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE

### AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE 20 MARCH 2007

**A meeting of the Akaroa Design and Appearance Advisory Committee  
was held on Tuesday 20 March 2007 at 10:00am**

**PRESENT:** Winston McKean (Chairman), John Davey, Victoria Andrews, Lynda Wallace and Tony Ussher

**APOLOGIES:** David Margetts - Historic Places Trust

Kent Wilson, Planning Officer entered the meeting at 10:40 a.m. and was not in attendance until Item 4.3.

The Committee reports that:

#### 1. INTRODUCTION OF JOANNE PRICE - N.Z. HISTORIC PLACES TRUST

Members were introduced to Ms Joanne Price who would be in attendance at upcoming committee meetings as the Historic Places Trust's representative.

#### 2. MINUTES OF MEETING HELD ON 15 AUGUST 2006

#### 3. MINUTES OF MEETING HELD ON 8 NOVEMBER 2006

The Committee **resolved** that the reports of the meetings held on 15 August 2006 and 8 November 2006 be confirmed as a correct record of the proceedings of those meetings.

Ms Wallace expressed concern regarding the 8 November minutes recording and felt that all items discussed should have been tabulated for reference purposes. She noted that the main concern of the committee members with regard to 136 Rue Jolie had been the increase in footprint of the building with its proposed additions. Other issues (chimney, trellis) were more minor. This is not reflected in the minutes.

#### 4. MATTERS ARISING

##### 4.1 PARKING AND TRAFFIC SURVEY REPORT AND WALKING AND CYCLING REPORT

Ms Andrews expressed concern that the proposed Akaroa Town Plan/Strategic Study had gone to a more of a harbour-wide study rather than being focussed on Akaroa but that the Civic Trust still felt that a more localised report would be more useful.

##### 4.2 AKAROA DESIGN GUIDELINES BROCHURE - FUNDING

The Chairman advised that he had raised this matter at Community Board level and that staff were requested to confirm that the funding of \$10,000 was in the budget.

Ms Andrews advised that the Resource Management Manager, Tim Harris, had confirmed that this funding was in the 2006/2007 budget for the brochure.

#### **4.3 ALTERATIONS TO DWELLING - 136 RUE JOLIE**

Information on the decision of the resource consent had been circulated with the agenda.

Ms Andrews said she appreciated the detail of the report on this project, however she had some concerns about the comments made regarding the chimney. She said the local guidelines should be used and that comparisons to Christchurch historic buildings are not relevant.

Ms Wallace questioned the consultant's conclusions and recommendations in respect of the extent of increase in building size on this project as she believed that the effect of continuing to allow this sort of enlargement of heritage buildings will be to destroy the character (form, scale and size) of the Town Centre.

It was suggested that any consultant planners employed by Christchurch City Council should be suitably briefed on local guidelines and issues and that they attend meetings to enter into discussions on the particular project.

Members agreed that a number of issues in the Cunningham's Resource Consent report were questionable.

- identification of affected parties
- assessment of scale and size
- insufficient weight given to key objectives and policies of proposed District Plan in relation to form, scale and size
- concerns about the way in which the heritage consultant's views were taken into account
- inappropriate reference to a Christchurch example of built form

#### **4.4 BLACK CAT PROPOSAL ON AKAROA WHARF**

Members asked if there had been any progress on this project since last year.

#### **4.5 CHECK LIST**

A copy of the Arrowtown Design Guidelines' Checklist was circulated for members' information.

### **5. CORRESPONDENCE**

The correspondence as previously circulated with the agenda was received.

### **6. PROPOSED SCHEDULE FOR THE AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE MEETINGS FOR 2007**

Members **resolved** to adopt the meeting schedule for 2007 as circulated with the agenda.

The Chairman advised that he will be resigning from the Akaroa-Wairewa Community Board at the end of June and his resignation would also affect his representation on the Akaroa Design and Appearance Advisory Committee.

He said the Community Board will have to address the matter regarding the chairmanship of the committee.

Staff were asked to advise on the correct procedure in respect of committee membership and chairmanship.

### **7. PLANS TO CONSIDER**

There were no plans to consider.

## **8. OTHER BUSINESS**

### **8.1 AKAROA ADVENTURE CENTRE - 62 RUE LAVAUD**

Ms Andrews expressed her concerns that issues are not discussed fully before issuing resource consents for activities that impact on the character of the Historic Area.

### **8.2 STATUS AND NEED FOR THE CCC AKAROA HISTORIC AREA VARIATION**

The Planning Officer advised members that he believed this issue was progressing with the Policy Planner in Lyttelton.

### **8.3 NON-COMPLYING SIGNAGE WITHIN AKAROA'S HISTORIC AREA**

The Planning Officer advised that he had spoken to the Enforcement Team outlining various issues in regard to non-complying signage.

### **8.4 AKAROA DESIGN GUIDELINES**

It was suggested that all members of the Committee receive a full colour copy of the Arrowtown Guidelines for reference in future discussions.

The Planning Officer undertook to distribute copies to members.

### **8.5 UPDATE ON THE PRODUCTION OF THE DESIGN GUIDELINES BROCHURE FOR AKAROA**

Members were informed that John Wilson has been contracted to produce the brochure. It was hoped that this may be available by May/June 2008.

Members requested assurance from the Resource Management Manager, Tim Harris, that the \$10,000 allocated in this year's budget will be carried over to the 2007/2008 budget to ensure production of the brochure next year.

### **8.6 MEMBERSHIP OF COMMITTEE**

Ms Andrews said that the Akaroa Civic Trust had concerns about the membership of this committee, especially now that Mr McKean was leaving the district.

### **8.7 POSSIBLE HONORARIUM FOR ARCHITECTS**

Ms Andrews suggested that the Akaroa-Wairewa Community Board should investigate setting up a possible fund for remuneration of committee architects' expenses.

Members were advised that under Banks Peninsula District Council, re-imburement for mileage was available and therefore this arrangement should be covered under the Memorandum of Understanding with Christchurch City Council.

The Planning Officer undertook to raise this issue with the Resource Management Manager, Tim Harris.

The meeting closed at 10:40 a.m.

Next Meeting - Tuesday 17 April 2007

## **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.)



**12. NOTICES OF MOTION**

**13. 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.*

**14. BOARD MEMBERS' INFORMATION EXCHANGE**

**14.1 Le Race Debriefing**

The Chairman would like the Board to discuss the 2007 Le Race, in particular

- Finish line
- Parking
- SH 75
- Residents concerns