

**AKAROA-WAIREWA COMMUNITY BOARD
AGENDA**

WEDNESDAY 9 DECEMBER 2009

AT 9.30AM

**IN THE BOARD ROOM OF THE
LITTLE RIVER SERVICE CENTRE,
STATE HIGHWAY 75, LITTLE RIVER**

Community Board: Stewart Miller (Chairman), Bryan Morgan (Deputy Chairman), Jane Chetwynd, Claudia Reid, Pam Richardson and Eric Ryder.

Community Board Adviser
Liz Carter
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1. **APOLOGIES**

2. **CONFIRMATION OF MEETING MINUTES – 11 NOVEMBER 2009**

The minutes of the Board's ordinary meeting of Wednesday 11 November 2009 are **attached**.

STAFF RECOMMENDATION

That the minutes of the Board's ordinary meeting held on 11 November 2009 be confirmed.

3. DEPUTATIONS BY APPOINTMENT

3.1 Ian Martin - Pigeon Bay Landscaping

Mr Martin wishes to update the Board on progress with land issues and proposed planting schemes in Pigeon Bay.

4. PRESENTATION OF PETITIONS

5. NOTICES OF MOTION

6. CORRESPONDENCE

9. 12. 2009

7. RESERVE MANAGEMENT COMMITTEE MINUTES

7.1 AWA-ITI RESERVE MANAGEMENT COMMITTEE - 5 NOVEMBER 2009

The minutes of the Awa-iti Reserve Management Committee meeting are **attached**.

STAFF RECOMMENDATION

That the Board receive the minute of the Awa-iti Reserve Management Committee meeting held on 5 November 2009.

8. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE - 2 NOVEMBER 2009

General Manager responsible:	General Manager, Regulation & Democracy Services DDI 941-8462
Officer responsible:	Planner, Environmental Policy and Approvals Unit
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

The purpose of this report is to submit the outcomes of the Akaroa Design and Appearance Advisory Committee meeting held on Monday 2 November 2009.

The meeting was attended by Committee members Bryan Morgan (Deputy Chairman, Akaroa/Wairewa Community Board), Victoria Andrews, Peter Beaven, John Davey, Eric Ryder and Lynda Wallace.

Also in attendance were Sharyn Brown and Kent Wilson (Planners) and David Margetts (Historic Places Trust) from 10.05am who was not present for Clauses 1 and 2.

1. APOLOGIES

An apology was received and accepted from Stewart Miller.

2. REPORT OF PREVIOUS MEETING

The Planner updated the Committee on the application of E. and J. Still, 23 Aylmers Valley Road in relation to the car deck proposal and advised that the resource consent for this project will be approved.

The Committee **received** the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on 7 September 2009.

3. PLANS TO CONSIDER**3.1 David C. Murray, 6 William Street, Akaroa - Alterations**

The proposal is to plaster over the exterior finish, change the proportions of some of the existing openings and create a canopy over the new entrance of the dwelling at 6 William Street. The property is situated within the Residential Conservation Zone. All other aspects of this proposal comply with the Banks Peninsula Section of the Christchurch City Plan.

Committee members were informed that the exterior would be all smooth plaster and that part of the existing shed would be demolished to make way for a wider driveway. Members felt that the existing shed was an important streetscape icon in the area.

The general consensus of members was that the style proposed created a 'massive' statement. It was also felt that the horizontal windows and cladding did not support the design and appearance of the surrounding area. The proposal to replace the previous open carport with a garage door also added to the bulk of the building.

It was **resolved** that the applicant be asked to re-present the proposal to the next meeting of the Akaroa Design and Appearance Advisory Committee, taking into account the comments of the committee as follows:

- Due to the lack of a vertical element the vertical windows above the veranda could be repeated.
- Lineboard could be used on the protruding chimney instead of plaster to break the plaster facade.
- Pillars in entranceway as support system for balcony appear too intrusive.
- Articulation of the elevation is insufficient to break up its mass.
- The garage door could be set back so as to break the bulk of the building.

3 Cont'd

3.2 **Lighting Upgrade, Beach Road**

The Asset Engineer explained to members the options proposed for the street lighting upgrade of Beach Road.

Members felt the present street lighting in the vicinity of the beach itself was sufficient and could not see the necessity for any extra lighting. It was pointed out that the Council was obliged to provide lighting to a certain standard. The width of Beach Road from Rue Benoit to Julius Place necessitated a standard of lighting to cover the footpath on both sides of the road and the vertical parking on the eastern side.

It was questioned whether other historic towns such as Arrowtown and Russell had to adhere to the same standards as under the Christchurch City Council system. Staff reported that the standard used was one adopted by Australian and New Zealand local authorities.

The Committee **agreed** to request that staff circulate the final design to members, taking into account the following comments.

- Keep the lighting level as low as possible
- Keep the number of poles to a minimum
- Lamp stands should be a very simple design
- Design not to be replicated - ie the same as current heritage stands
- Avoid total replacement with one variety - ie avoid uniformity

4. **COMMUNITY BOARD ADVISER'S UPDATE**

4.1 **Meeting Dates**

Members agreed that the 2010 meetings of the Akaroa Design and Appearance Advisory Committee be held on a Thursday commencing at 10.30am. The Community Board Adviser said she would submit a report on this matter to the next Committee meeting.

5. **COMMITTEE MEMBERS EXCHANGE OF INFORMATION**

- **Smith Street Sign**
Members were informed that the original street sign had been replaced with a modern design; a blue sign with white lettering and staff were asked to investigate why this has occurred.
- **Exhibition of Historic Photographs**
Members were informed that an exhibition of 25 photographs, taken by Peter Beaven 40 years ago, illustrating the charm and character of Akaroa, was currently on show at the Akaroa Museum.
- **Character Housing Maintenance Grants**
Members were updated on the proposed criteria for Character Housing Maintenance applications.

The meeting closed at 11.10am.

STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Design and Appearance Advisory Committee held on 2 November 2009.

9. 12. 2009

9. **AKAROA HARBOUR ISSUES WORKING PARTY MINUTES - 27 OCTOBER 2009**

The minutes of the Akaroa Harbour Issues Working Party meeting are **attached**.

STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Harbour Issues Working Party meeting held on 27 October 2009.

10. APPLICATION TO DISCRETIONARY RESPONSE FUND - CHRISTMAS PACKS

General Manager responsible:	General Manager Regulation & Democracy Services, DDI 941-8462
Officer responsible:	Democracy Services Manager
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

1. The purpose of this report is to seek a resolution from the Board on funding for the Christmas Packs the Board has historically given to elderly people in the community who are in housing units or residential care.

EXECUTIVE SUMMARY

2. The Board has for many years purchased Christmas packs for the tenants in local housing units and the residents and staff of Pompallier House. Board members personally deliver these packs and find this to be an informal, but effective opportunity to liaise with the tenants and residents.
3. Historically the cost of these packs was funded from the Board's operational budget, however in recent years it has been funded from the Discretionary Response Fund (DRF). The DRF is traditionally used to fund projects which do not fit the criteria for other funding sources within Council.
4. The Board has previously given consideration to funding certain activities from its Discretionary Response Fund, and agreed in principle to continue to provide the Christmas Packs and to fund them from the DRF (15 April 2008).

FINANCIAL IMPLICATIONS

5. There are no financial implications outside existing budgets.
6. The total cost of this project is \$300. There is currently a balance of \$7,914 in the Board's Discretionary Response Fund (plus the \$2,000 for Youth Development).

Project Costs

18 Packs @ 15.00	270
1 Pack @ 30.00	30
Total	\$300

7. There are no financial risks associated with the delivery of this project.

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

8. Yes, the recommendations align with the budgets under Grants on Page 184 of the 2009-19 LTCCP.

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

9. Yes, there are none.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?**

10. Yes. The Board's discretionary funding is part of the Community Grants services on Pages 171-185 of the 2009-19 LTCCP.

10 Cont'd

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

11. The recommendations in this report align with the Strengthening Communities Strategy.
12. Not directly applicable, although the recommendation aligns with the Community Board's objective of:
 - *Increasing community awareness of the Boards role, responsibilities and activities.*

CONSULTATION FULFILMENT

13. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Board resolve to allocate \$300 from its Discretionary Response Fund for the purchase of Christmas Packs for local elderly citizens.

11. APPOINTMENT TO WAIREWA/LAKE FORSYTH MOU WORKING PARTY

General Manager responsible:	General Manager Regulation and Democracy Services, DDI 941-8462
Officer responsible:	Democracy Services Manager
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

1. The purpose of this report is to propose that the Board give consideration to the appointment of a Board representative on the Wairewa/Lake Forsyth Memorandum of Understanding (MOU) Working Party.

EXECUTIVE SUMMARY

2. The Board considered a report at its 8 July 2009 meeting regarding the MOU between the Wairewa Runanga and the bodies with a statutory responsibility for Wairewa/Lake Forsyth and its environs; namely Department of Conservation, Canterbury Regional Council and Christchurch City Council. A copy of the MOU is **attached**.
3. Clause 10 of the MOU provides for the establishment of a working party to monitor the application of the principles in the document. It is intended that the working party meet annually, or more frequently where the parties see a need to do so.
4. As part of its considerations the Board recommended that a member of the Akaroa-Wairewa Community Board be appointed to the working party. That recommendation was adopted by the Council when it ratified the MOU at its 12 November 2009 meeting.
5. Clause 10.2 of the MOU states which bodies will be represented on the working party, including:
 - *Akaroa/Wairewa Community Board – member (or delegated substitute)*

FINANCIAL IMPLICATIONS

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

6. Yes. There are no financial implications apart from mileage allowance for the Boards representative to attend meetings of the working party. This can be covered from within existing budgets under Democracy and Governance on Page 154 of the 2009-19 LTCCP.

LEGAL CONSIDERATIONS

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

7. There are no direct legal issues involved.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

8. Not applicable.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

9. Not directly applicable, although the recommendation aligns with the Community Board's objective of:
 - Enhancing and sustaining the Banks Peninsula environment - Meet and liaise with interest groups associated with Lake Ellesmere and Lake Forsyth.

11 Cont'd

CONSULTATION FULFILMENT

10. Not required.

STAFF RECOMMENDATION

It is recommended that the Board give consideration to the appointment of a Board representative on the Wairewa/Lake Forsyth MOU Working Party.

12. LITTLE RIVER RAIL TRAIL - DEVELOPMENT PLAN

General Manager responsible:	General Manager, City Environment Group, DDI 941 8608
Officer responsible:	Unit Manager, Transport and Greenspace,
Authors:	Michael Ferigo, Transport Planner, Cycling & Pedestrians Lorraine Correia, Consultation Leader

PURPOSE OF REPORT

1. The purpose of this report is for the Akaroa/Wairewa Community Board to consider the community consultation on the options for the final stage of the rail trail and recommend the Little River Rail Trail Development Plan preferred Option 3 (refer **attachment 1**) to the Council for adoption.

EXECUTIVE SUMMARY

2. The Council recommended that staff be requested to progress consultation with the community on two long term options for the completion of the Little River section of the Rail Trail, leading to a recommendation to inform the 2009-19 LTCCP (now 2012-22), noting that the Community Board's preferred option at its meeting 20 March 2008 was Long Term Option 1.
3. Consultation has recently been completed on the long term options, with the process and outcome of the consultation being included in this report.
4. During consultation it became apparent that Option 1 would not be able to be achieved on the alignment described in the public information leaflet, as several property owners had not been contacted and would not in fact agree to an easement across their property.
5. The feedback gave a preference for Option 1 however with the impasse on the trails alignment over the private properties, staff subsequently identified an additional option (Option 3) that is substantially the same as the Community Board and community's preferred option, but removes the need to use private property.
6. The additional trail variation titled 'Option 3' was presented to a seminar of the Community Board on 7 October 2009 where it received favourable consideration. It is this option that is now being presented to the Community Board for its recommendation to the Council and its inclusion into the 2012-2022 LTCCP.
7. All submitters to the community consultation have been advised of the suggested additional Option 3.
8. Surveying, detailed alignment, drainage costings and other trail costs for Option 3, along with potential financial contributions from stakeholders, will be determined prior to application to the 2012-2022 LTCCP, assuming Councils adoption of the indicative Option 3 trail as its preferred option.

FINANCIAL IMPLICATIONS

9. The capital funding for a long term option for the Little River township section of the Rail Trail is not currently included in the 2009-19 LTCCP. The project will need to be submitted as part of the 2012-22 LTCCP review for inclusion in a future capital programme.

Do the Recommendations of this Report Align with the 2009-19 LTCCP ?

10. The funding for the completion of the Little River Rail Trail is not included in the 2009-19 LTCCP.

LEGAL CONSIDERATIONS

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

11. There are no direct legal considerations relating to the recommendations in this report.

12 Cont'd

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

12. 2009-19 LTCCP – Volume 1 (Community Outcomes, pages 52 – 54)

Community Outcomes:

- (a) Security – creating safe access for pedestrians and cyclists;
- (b) Community – a city of inclusive and diverse communities;
- (c) Governance – active participation in public decision-making;
- (d) Healthy – an opportunity for people to live healthy lifestyles;
- (e) Recreation – allowing people to participate in leisure activities;
- (f) Development – an attractive and well-designed city to meet current needs and future challenges.

13. Parks and Open Spaces Activity Management Plan

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

14. Yes, as per above.

ALIGNMENT WITH STRATEGIES

15. The project aligns with the Council's Walking and Cycling Strategies.

Do the recommendations align with the Council's strategies?

16. Yes, as per above.

CONSULTATION FULFILMENT

Consultation Process & Outcome

17. In July 2009 a publicity pamphlet was distributed to approximately 524 properties in Little River and to a number of other interest groups and key stakeholders. This pamphlet included a summary of the concept, initial concept plans and a feedback form providing an opportunity for the community to indicate whether they supported the proposal along with any additional comments or feedback.
18. An information session was also held at the Little River Community Hall on 22 July 2009.
19. Once the consultation period had closed, each submitter received an interim reply letter, which acknowledged that their submission had been received and that their suggestions would be considered.
20. The consultation received a 16 per cent response rate (82 responses) and community feedback was generally in support of 'Option 1' from the two plans that were consulted on. (Please refer to the full schedule of community feedback and project team responses circulated separately to Board members.)
- (a) 47 submitters (57%) responded "I support Option 1 of the concept plan".
 - (b) 14 submitters (17%) responded "I support Option 2 of the concept plan".
 - (c) 10 submitters (12%) responded that they did not prefer either Option 1 or Option 2.
 - (d) 8 submitters (9.8%) responded "I have mixed views and have some concerns that would like to be considered".
 - (e) 4 submitters (4.9%) did not indicate a preference.

12 Cont'd

21. During consultation the project team was made aware that not all the owners of the private properties that it was proposed the trail would traverse (for a public access link under Option 1), had been approached regarding the proposal. Since then staff have had conversations with some of the land owners involved. Some are not agreeable to the trail crossing their properties, and do not want to enter into further negotiations.
22. A number of submitters indicated that they would prefer to see the trail align with the temporary trail currently being used by pedestrians and cyclists, i.e. a pathway to follow the eastern side of SH75, cross over at Wairewa Pa Road and continue tracking along road reserve, parallel to SH75 with a crossing point near the veterinary services and then continuing along the western side of SH75 to the historic railway station in the township.
23. On 7 October 2009 the project team had a seminar with the Akaroa/Wairewa Board outlining the feedback received from consultation and the preferred option.
24. The key stakeholder groups i.e. the Christchurch-Little River Rail Trail Trust, Wairewa Runanga, New Zealand Transport Agency, Railway Station Trust and Historic Places Trust have all been informed of the preferred option and details of when the report would be submitted to the Akaroa/Wairewa Community Board.
25. In November 2009 all respondents were sent a final letter advising them of the overall outcome of the consultation and the preferred option, a copy of the comments received from this consultation process together with staff comments and an indicative plan of the route for the Little River Rail Trail. Details of the Akaroa/Wairewa Community Board meeting (date, time and venue) were provided to enable key stakeholders and residents to make a deputation to the Board if they wished to do so, prior to a decision being made.
26. The final indicative plan is included as Option 3 on **attachment 1** and is recommended for approval by the Community Board.

STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Community Board:

- (a) Recommend to the Council that Option 3 (**Attachment 1**) be adopted for the final stage of the Little River Rail Trail – Development Plan..
- (b) That this project be submitted for consideration in future LTCCP years to provide the necessary funding to implement the proposed plan.

13. BRIEFINGS

14. COMMUNITY BOARD ADVISERS UPDATE

14.1 BOARD FUNDING BALANCES

Attached for members' information is the spreadsheet showing the balances for the Board's funding allocations for 2009/10 (see **Attachment 1**).

14.2 NOVEMBER UPDATE ON LOCAL CAPITAL PROJECTS

The November update on local capital projects will be tabled for members' information.

9. 12. 2009

15. ELECTED MEMBERS INFORMATION EXCHANGE

16. QUESTIONS UNDER STANDING ORDERS

**AKAROA WAIREWA COMMUNITY BOARD
SUPPLEMENTARY AGENDA**

**WEDNESDAY 9 DECEMBER 2009
AT 9:30AM**

**IN THE BOARD ROOM
LITTLE RIVER SERVICE CENTRE
4238 CHRISTCHURCH-AKAROA ROAD, LITTLE RIVER**

Community Board: Stewart Miller (Chairman), Bryan Morgan (Deputy Chairman), Jane Chetwynd, Claudia Reid, Pam Richardson and Eric Ryder.

Community Board Adviser
Liz Carter
Telephone: 941 5682 DDI
Email: liz.carter@ccc.govt.nz

**PART A - MATTERS REQUIRING A COUNCIL DECISION
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PART C 18. CONFIRMATION OF MINUTES - 2 DECEMBER 2009

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18.1 Duvauchelle Reserve Management Committee - 12 October 2009

PART B 20. AKAROA/WAIREWA COMMUNITY BOARD - AMENDMENT TO 2010 MEETING DATES

17. CONSIDERATION OF SUPPLEMENTARY ITEM

Approval is sought to submit the following reports to the meeting of the Akaroa-Wairewa Community Board on Wednesday 9 December 2009:

- Confirmation of Minutes 2 December 2009
- Reserve Management Committee Minutes
- Amendment to 2010 Meeting Dates

The reason, in terms of section 46a(vii) of the Local Government Official Information and Meetings Act 1987, why the reports were not included on the main agenda is that they were not available at the time the agenda was prepared and they cannot wait for the next meeting of the Board, because:

- Confirmation of Minutes 2 December 2009 - to enable the confirmed report to be included in the Council agenda for 11 February 2010.
- Reserve Management Committee Minutes - so that the information included in the minutes is available to the Board prior to the holiday season.
- Amendment to 2010 Meeting Dates - to enable confirmation of the Boards' meeting dates to be publicly available as soon as possible.

STAFF RECOMMENDATION

That the Board resolve to consider the supplementary reports, as detailed above.

9. 12. 2009

18. CONFIRMATION OF MINUTES - 2 DECEMBER 2009

**18.1 AKAROA/WAIREWA AND LYTTTELTON/MT. HERBERT COMMUNITY BOARD JOINT MEETING -
2 DECEMBER 1009**

The minutes of the Joint Board's meeting of 2 December 2009 are **attached**.

STAFF RECOMMENDATION

That the minutes of the Joint Board's meeting held on 2 December 2009 be confirmed.

19. RESERVE MANAGEMENT COMMITTEE MINUTES

19.1 DUVAUCHELLE RESERVE MANAGEMENT COMMITTEE - 12 OCTOBER 2009

The minutes of the Duvauchelle Reserve Management Committee meeting of 12 October 2009 are **attached**.

STAFF RECOMMENDATION

That the Board receive the minutes of the Duvauchelle Reserve Management Committee meeting held on 12 October 2009.

20. AKAROA/WAIREWA COMMUNITY BOARD - AMENDMENT TO 2010 MEETING DATES

General Manager responsible:	General Manager Regulation and Democracy Services, DDI 941-8462
Officer responsible:	Democracy Services Manager
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

1. To seek an amendment by the Board of its schedule of ordinary meeting dates from February to September 2010 inclusive.

EXECUTIVE SUMMARY

2. In order that the business of the Board can be conducted in an orderly manner, and to allow public notification to be given of those meetings in compliance with the Local Government Official Information and Meetings Act 1987, it is necessary for the Board to adopt a schedule of ordinary meetings for 2010. The Board adopted such a schedule at its meeting held on 11 November 2009.
3. Since the adoption of that schedule it has been discovered that two of the dates conflict with dates for other meetings within Council. Those dates are Wednesday 12 May and Wednesday 9 June.
4. It is proposed that those two meetings be rescheduled to dates where there are no prior engagements.

FINANCIAL IMPLICATIONS

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

5. Yes. Provision is made in the 2009-19 LTCCP on pages 154 to 159, for elected member representation and governance.

LEGAL CONSIDERATIONS

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

6. Yes. In respect of Schedule 7, Clause 19 of the Local Government Act 2002, community boards may adopt a schedule of ordinary meetings that are also required to be publicly notified in accordance with Section 46 of the Local Government Official Information and Meetings Act 1987.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

7. Yes. Pages 156 to 159 of the LTCCP refers regarding levels of service for democracy and governance.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

8. Not applicable.

CONSULTATION FULFILMENT

9. Board members have been consulted regarding the proposed changes.

9. 12. 2009

STAFF RECOMMENDATION

- (a) It is recommended that the Board consider adopting an amended schedule of ordinary meeting dates for 2010 to be held at 9.30am in the Board Room as specified, as follows:

Wednesday 10 February 2010	Akaroa Service Centre
Wednesday 10 March 2010	Little River Service Centre
Wednesday 7 April 2010	Akaroa Service Centre
Friday 14 May 2010	Little River Service Centre
Friday 11 June 2010	Akaroa Service Centre (followed by Board Workshop re 2010/11 Strengthening Communities Funding)
Wednesday 7 July 2010	Little River Service Centre (including allocation of 2010/11 Strengthening Communities Funding)
Wednesday 11 August 2010	Akaroa Service Centre
Wednesday 8 September 2010	Little River Service Centre

- (b) It is recommended that the Akaroa-Wairewa Small Grants Fund Assessment Committee meeting be held on Monday 16 August 2010 at 2pm.