

**AKAROA-WAIREWA COMMUNITY BOARD  
AGENDA**

**WEDNESDAY 10 FEBRUARY 2010**

**AT 9.30AM**

**IN THE BOARD ROOM OF THE  
AKAROA SERVICE CENTRE,  
78 RUE LAVAUD, AKAROA**

**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 – 9 DECEMBER 2009**

The minutes of the Board's ordinary meeting of Wednesday 9 December 2009 are **attached**.

**STAFF RECOMMENDATION**

That the minutes of the Board's ordinary meeting held on 9 December 2009 be confirmed.

**3. DEPUTATIONS BY APPOINTMENT**

**3.1 OKAINS BAY MAORI AND COLONIAL MUSEUM TRUST BOARD**

Background information relating to the subject the deputation wishes to raise has been separately circulated to Board members.

**3.2 TED ROBINSON**

Mr Robinson wishes to address the Board regarding septic tanks at Wainui and road works.

**4. PRESENTATION OF PETITIONS**

**5. NOTICES OF MOTION**

**6. CORRESPONDENCE**

**6.1 DOUG AND JILL ARCHBOLD – CANADA GEESE**

A letter is **attached** from Mr and Mrs Archbold requesting that the Board look into the problem regarding the increase of Canada geese in Akaroa and the surrounding bays.

Advice has been sought from North Canterbury Fish and Game on this matter.

**STAFF RECOMMENDATION**

It is recommended that the Board receive the correspondence and seek staff advice on the request therein.

**7. RESERVE MANAGEMENT COMMITTEE MINUTES**

**7.1 AWA-ITI RESERVE MANAGEMENT COMMITTEE – 3 DECEMBER 2009**

The minutes of the Awa-iti Reserve Management Committee meeting of 3 December 2009 are **attached**.

**STAFF RECOMMENDATION**

That the Board receive the minutes of the Awa-iti Reserve Management Committee meeting held on 3 December 2009.

Further, that the Board ratify the appointment of Brian Hutchinson to the Awa-iti Reserve Management Committee.

**7.2 DUVAUCHELLE RESERVE MANAGEMENT COMMITTEE – 14 DECEMBER 2009**

The minutes of the Duvauchelle Reserve Management Committee meeting of 14 December 2009 are **attached**.

**STAFF RECOMMENDATION**

That the Board receive the minutes of the Duvauchelle Reserve Management Committee meeting held on 14 December 2009.

**7.3 ROBINSONS BAY RESERVE MANAGEMENT COMMITTEE – 21 JANUARY 2010**

The minutes of the Robinsons Bay Reserve Management Committee meeting of 21 January 2010 are **attached**.

**STAFF RECOMMENDATION**

That the Board receive the minutes of the Robinsons Bay Reserve Management Committee meeting held on 21 January 2010.

8. **AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE – 21 DECEMBER 2009**

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

**PURPOSE OF REPORT**

The purpose of this report is to submit the outcome of the Akaroa Design and Appearance Advisory Committee meeting held on Monday 21 December 2009.

The meeting was attended by Committee members Stewart Miller (Chairman, Akaroa Wairewa Community Board), Victoria Andrews, Peter Beaven and Lynda Wallace.

Also in attendance was Sharyn Brown (Planner).

**1. APOLOGIES**

Apologies were received and accepted from John Davey and Dave Margetts (Historic Places Trust).

**2. PLANS TO CONSIDER**

**2.1 John Ryder, 91 Beach Road, Akaroa – Residential Dwelling**

Mr Ryder had previously presented plans to the Committee at its meetings held on 8 December 2008 and again in February 2009 following suggestions from the Committee at its December meeting. Members supported the revised plans.

Subsequent to this decision, the proposal has been altered as the owners of the site have acquired a piece of land between their section and Aylmers Stream. For this reason they wish to alter the plans for the proposed dwelling.

The proposed changes include an extension to the footprint at the rear of the dwelling to provide a breakfast room at the ground floor level with a bedroom above, and additional landscaping between the proposed dwelling and the stream. Other changes are internal to the building and are within the scope of the original resource consent.

Kerry Mason and Huia Reriti on behalf of Mr and Mrs Ryder gave a presentation to the Committee, explaining the proposed changes and outlining three different design options which they had prepared for their clients. It was noted that the colour scheme would be as previously submitted, and that all external joinery on the new proposal would be in timber.

The majority of the Committee supported Option One, which proposed the addition of a “lean to” type extension to the existing dwelling, although it was felt that a vertical window treatment would be more in keeping with the Design Guidelines.

The Committee did not support the formal landscape plan submitted and suggested that it be revised to better reflect the casual and informal riverbanks of other properties adjoining Aylmers Stream, and which were generally characteristic of Akaroa.

The meeting closed at 11:25 am

**STAFF RECOMMENDATION**

That the Board receive the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on 21 December 2009.

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9. **RECESS COMMITTEE MEETING – 19 JANUARY 2010**

The minutes of the Board's Recess Committee meeting of Tuesday 19 January 2010 are **attached**.

**STAFF RECOMMENDATION**

That the minutes of the Board's Recess Committee meeting held on 19 January 2010 be received.

## 10. APPLICATION TO THE DISCRETIONARY RESPONSE FUND FOR THE WAINUI RESIDENTS ASSOCIATION

<b>General Manager responsible:</b>	General Manager, Community Services DDI 941-8607
<b>Officer responsible:</b>	Unit Manager, Community Support
<b>Author:</b>	Sue Grimwood, Community Development Advisor

### PURPOSE OF REPORT

1. The purpose of this report is to re-present a request for funding from the Wainui Residents Association to the Akaroa/Wairewa Community Board Discretionary Response Fund.
2. The request is for \$2,070 towards the cost of 40 stackable chairs for the Wainui Community Centre/Hall.

### EXECUTIVE SUMMARY

3. An application to the Discretionary Response Fund for the Wainui Residents Association was presented to the Board at its meeting on 7 October 2009, for consideration.
4. The group requested a funding contribution of \$3,200 towards the cost of folding tables and 40 chairs for the Wainui Community Hall.
5. The Board was informed at the meeting that the Little River Fire Brigade had 40 stacker chairs that it did not require and would be prepared to donate these to the Wainui Residents Association. Staff were asked to look into this suggestion.
6. The Board resolved *"to grant \$1,080 from its 2009/10 to the Wainui Residents Association towards the cost of folding tables for the Wainui Community Centre/Hall, and request that staff investigate the offer of the 40 stacker chairs being donated by the Little River Fire Brigade"*
7. Independently, members from the Wainui Residents Association and council staff met with the Little River Fire Brigade and viewed the chairs. The same conclusion was reached by all. The chairs are older wooden stacker chairs in average condition, they are not comfortable for sitting on for any length of time, are 'unkind' to women's clothing as the plywood is cracked in places, and are generally in need of some refurbishment.
8. The Wainui Residents Association committee are refurbishing the Hall interior, restoring the floor, have purchased the new tables and would like the Board to reconsider their request for funding assistance towards new chairs.
9. The Little River Fire Brigade has indicated that their offer of chairs could still be accepted by the group and used as extra seating for larger groups who may hire the venue.

### FINANCIAL IMPLICATIONS

10. The total cost of this project is \$2,070. There is currently a balance of \$8,614 in the Board's Discretionary Response Fund (including the \$2,000 for Youth Development).

The Wainui Residents Association is requesting \$2,070 towards the project.

#### Project Costs

Stacker Chairs – 40 at \$46 each	\$1,840
GST	\$ 230
Total	\$2,070

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

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

12. Yes



**LEGAL CONSIDERATIONS**

13. Yes, under the Community Board delegations, the Board has absolute discretion over the implementation of the discretionary funding allocation of \$14,124 (subject to being consistent with any policies or standards or resolutions adopted by the Council).

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

14. Yes, as above.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

15. Aligns with Community Board Funding – Pages 176 to 177 and Pages 182 to 183 of the 2009/19 LTCCP

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

16. Yes, as above

**ALIGNMENT WITH STRATEGIES**

17. This application meets the following Council Community Grants Funding Outcomes:
- Support, develop and promote the capacity and sustainability of community, recreation, sports, arts, heritage and environment groups.
  - Increase participation in and awareness of community, recreation, sports, arts, heritage and environment groups, programmes and local events.
  - Reduce or overcome barriers to participation.
  - Foster collaborative responses to areas of identified need.

It also helps meet the following Community Board objectives:

- Promote the participation of Banks Peninsula Residents in recreation and cultural events/programmes.

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

18. Strengthening Communities Strategy 2007.

**CONSULTATION FULFILMENT**

19. Not applicable.

**STAFF RECOMMENDATION**

It is recommended that the Akaroa/Wairewa Community Board agree to grant \$2,070 from its 2009/10 Discretionary Response Fund to the Wainui Residents Association towards the cost of stacker chairs for the Wainui Community Centre/Hall.

**11. APPLICATION TO THE DISCRETIONARY RESPONSE FUND FOR AKAROA DISTRICT PROMOTIONS**

<b>General Manager responsible:</b>	General Manager, Community Services DDI 941-8607
<b>Officer responsible:</b>	Unit Manager, Community Support
<b>Author:</b>	Sue Grimwood, Community Development Advisor

**PURPOSE OF REPORT**

1. The purpose of this report is to present a request for funding from the Akaroa District Promotions to the Akaroa/Wairewa Community Board's Discretionary Response Fund. There is currently a balance of \$8,614 in the Board's Discretionary Response Fund (including the \$2,000 for Youth Development).
2. The request is for \$2,000 as a contribution towards materials for an exhibit at the Ellerslie International Flower Show in 2010.

**EXECUTIVE SUMMARY**

3. The Akaroa District Promotions entered an exhibit in the National Flower Bed Competition at last year's Ellerslie International Flower Show and were successful in winning a gold medal.
4. The Board contributed \$2,966 from their Discretionary Response Fund for the cost of flowers for that display.
5. This year the organisation is supporting another exhibit from Akaroa by acting as an umbrella organisation for the community group of volunteers who intend entering the National Flower Bed competition. The Promotions group is also donating money to cover the cost of accommodation and travel for local volunteers who will be erecting the display and manning the exhibit throughout the Show.
6. The gardens entered in the National Flower Bed competition should reflect the region whether by a specific feature or by using creative design to demonstrate the 'spirit' of the area and its people.
7. The central focus of the new exhibit will be the Akaroa lighthouse and the group are seeking a funding contribution towards building materials for this, particularly the timber required for the construction, and also the glue, wire and paint.
8. The objective of entering the competition is to enhance the profile of Akaroa to Canterbury people. Akaroa's largest visitor numbers come from the local domestic market.
9. While Christchurch and Canterbury Tourism is the primary marketing organisation for Christchurch, including Akaroa, the group tends to concentrate on international visitors who are encouraged to come to Christchurch and its surrounds, with little focus on the potential of the domestic visitor.
10. Akaroa is reliant on its visitors for the economic survival of the local businesses without whom there would be no community. Without tourism there are risks that businesses will close, school rolls will drop, employment opportunities will disappear, health services will be reduced, even emergency services will be limited as the population further declines.
11. The Marketing Manager for the Akaroa District Promotions has been developing a collaborative relationship between the resident community and the business community. The manager has endeavoured to ensure that this year's exhibit is community driven and supported by both sectors. In difficult economic times sponsorship has been slowly coming in to meet the design costs for the project.
12. There is no marketing, event, or tourism budget available to contribute to the project as Christchurch City Council already has considerable financial commitment and input into the Ellerslie International Flower Show.

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13. There is evidence of community commitment to the project with ten volunteers involved in the building of the components with a list of volunteers prepared to help out as public relation's people at the show itself.

### FINANCIAL IMPLICATIONS

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

The total cost of this project is estimated at \$6,000. There is currently a balance of \$8,614 in the Board's Discretionary Response Fund (including the \$2,000 for Youth Development).

Akaroa District Promotions is requesting \$2,000 towards the project.

Project Costs:

Expenditure	Amount	Source of Funding
Materials	\$3,000	Council part-funding
Jodie Nichols – design and labour	\$1,000	Sponsorship (currently at
Sundry 'building' and other costs	\$1,000	\$800 from community
Accommodation and travel costs for people on the ground at exhibit	\$1,000	Akaroa District Promotions
Total Cost	\$6,000	

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

15. Yes

### LEGAL CONSIDERATIONS

16. Yes, under the Community Board delegations, the Board has absolute discretion over the implementation of the discretionary funding allocation of \$14,124 (subject to being consistent with any policies or standards or resolutions adopted by the Council).

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

17. Yes, as above.

### ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

18. Aligns with Community Board Funding – Pages 176 to 177 and Pages 182 to 183 of the 2009/19 LTCCP.

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

19. Yes, as above

### ALIGNMENT WITH STRATEGIES

20. This application meets the following Council Community Grants Funding Outcomes:
- Support, develop and promote the capacity and sustainability of community, recreation, sports, arts, heritage and environment groups.
  - Increase participation in and awareness of community, recreation, sports, arts, heritage and environment groups, programmes and local events.
  - Reduce or overcome barriers to participation.
  - Foster collaborative responses to areas of identified need.

It also helps meet the following Community Board objectives:

- Promote the participation of Banks Peninsula Residents in recreation and cultural events/programmes.

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

21. Strengthening Communities Strategy 2007.

**CONSULTATION FULFILMENT**

22. Not applicable.

**STAFF RECOMMENDATION**

It is recommended that the Akaroa/Wairewa Community Board agree to grant \$1,000 from its 2009/10 Discretionary Response Fund to Akaroa District Promotions towards the cost of materials for the National Flower Bed exhibit at the Ellerslie International Flower Show in March 2010.

12. AKAROA/WAIREWA COMMUNITY BOARD STRENGTHENING COMMUNITIES FUNDING 2009/10 SECOND ROUND ALLOCATIONS

<b>General Manager responsible:</b>	General Manager, Community Services DDI 941-8607
<b>Officer responsible:</b>	Unit Manager, Community Support
<b>Author:</b>	Sue Grimwood, Community Development Adviser

**PURPOSE OF REPORT**

1. The purpose of this report is for the Akaroa/Wairewa Community Board to allocate the remainder of the Akaroa/Wairewa Strengthening Communities Fund for 2009/10.
2. The Akaroa/Wairewa Community Board decision-making meeting will be held as part of the regular monthly Board meeting on 10 February 2010. It will not be public excluded.

**EXECUTIVE SUMMARY**

3. This report provides information to Community Board Members on the applications received for the Strengthening Communities Fund Second Round. Applications totalling \$6,802 were received.
4. In 2009/10, the total pool available for allocation in this second round is \$5,616, being the unallocated funds from the initial pool of \$32,956 as outlined in the Long Term Council Community Plan.
5. **Attached** as Appendix A is a decision matrix, which outlines the projects that funding is being sought for. Following staff collaboration meetings, staff have ranked all projects as either Priority 1, 2, 3 or 4 and have made recommendations as to funding.

**BACKGROUND**

**Strengthening Communities Strategy**

6. The Council adopted the Strengthening Communities Strategy on 12 July 2007. The Strengthening Communities Grants Funding Programme comprises four funding schemes:
  - (a) Strengthening Communities Fund
  - (b) Small Projects Fund
  - (c) Discretionary Response Fund
  - (d) Community Organisations Loan Scheme
7. The following funding outcomes have been used to evaluate and assess applications to the Strengthening Communities Fund:
  - Support, develop and promote the capacity and sustainability of community recreation, sports, arts, heritage and environment groups.
  - Increase participation in and awareness of community, recreation, sports, arts, heritage & environment groups, programmes and local events.
  - Increase community engagement in local decision making.
  - Enhance community and neighbourhood safety.
  - Provide community based programmes which enhance basic life skills.
  - Reduce or overcome barriers to participation.
  - Foster collaborative responses to areas of identified need.
8. The following funding priorities have been taken into consideration when assessing applications:
  - Older Adults
  - Children and Youth
  - People with Disabilities
  - Ethnic and Culturally Diverse Groups
  - Disadvantaged and / or Socially Excluded
  - Capacity of Community Organisations
  - Civic Engagement

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9. The following criteria must be met by all applicants:
- A community based not-for-profit community, recreation, sporting, arts, social service, environment or heritage organisation.
  - All groups applying for more than \$2,000 must be incorporated under the Incorporated Societies Act 1908 or the Charitable Trusts Act 1957.
  - Be based in the Christchurch City Council area with funded programmes or services being provided primarily for Christchurch City Council residents.
  - Must have provided accountability reports for all previous Council funding and have no unresolved or outstanding accountability issues including outstanding debt to Council.
  - Must have had the funding application approved at a properly convened committee meeting and in writing.
  - Must provide evidence of the need for the project.
  - Have appropriate financial management, accounting, monitoring and reporting practices.
  - Have sound governance and appropriate operational capability and capacity to deliver to the level as agreed.
  - Be able to commit to collaboration and partnering, where appropriate.
  - Groups receiving Council funding at a metropolitan level may only apply for local funding if the project is specifically local and no portion of it has been funded at the metropolitan level.
  - Community Boards may decide in conjunction with Council Units to deliver activities to their local communities.

### The Decision Matrix

10. Information on the projects is presented in a Decision Matrix, attached as Appendix A.
11. Applications are project-based; information is provided that relates specifically to the project for which funding is being sought, not the wider organisation.
12. All applications appearing on the Decision Matrix have been assigned a Priority Rating. The Priority Ratings are:
- Priority 1** Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities.  
Highly recommended for funding.
- Priority 2** Meets all eligibility criteria and contributes to Funding Outcomes and Priorities.  
Recommended for funding.
- Priority 3** Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications.  
Not recommended for funding.
- Priority 4** Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities; or  
Insufficient information provided by applicant (in application and after request from Adviser); or  
Other funding sources more appropriate.  
Not recommended for funding.
13. Staff have used the following criteria to determine whether an application is a Priority One:
- Impact the project has on the city
  - Reach of the project
  - Depth of the project
  - Value for Money
  - Best Practice
  - Innovation
  - Strong alignment to Council Outcomes and Priorities
  - Noteworthy leverage or partnership/match funding from other organisations or government departments.

**Additional Applications**

14. Groups that receive funding from the Metropolitan Strengthening Communities Fund may only receive local level funding if the project is specifically local and no portion of it has been funded at the Metropolitan level.

**Ineligible Applications**

15. No ineligible applications were received.

**Timeline and Process**

16. Community Boards have delegated authority from the Council to make final decisions on the Strengthening Communities Funding for their respective wards. The Board's decisions will be actioned immediately following the decision meeting. All groups will then be informed of the decisions and funding agreements will be negotiated where relevant. All funding approved is for the period of September to August over a calendar year.

**FINANCIAL IMPLICATIONS**

17. N/A

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

18. Yes, page 184.

**LEGAL CONSIDERATIONS**

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

19. Yes. Community Board funding decisions are made under delegated authority from the Council.

**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?**

20. Yes. Aligns with LTCCP and Activity Management Plans, page 172 and 176, 2009-19 LTCCP.

**ALIGNMENT WITH STRATEGIES**

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

21. Yes. Strengthening Communities Strategy.

**CONSULTATION FULFILMENT**

22. N/A

**STAFF RECOMMENDATION**

It is recommended that:

The Board give consideration to the projects detailed in the attached decision matrix and approve allocations for Akaroa/Wairewa Community Board Strengthening Communities Funding Second Round for 2009/10.

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.



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15. ELECTED MEMBERS INFORMATION EXCHANGE

16. QUESTIONS UNDER STANDING ORDERS