

**AKAROA-WAIREWA COMMUNITY BOARD
AGENDA**

FRIDAY 11 JUNE 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

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1. **APOLOGIES**

2. **CONFIRMATION OF MEETING MINUTES – 14 MAY 2010**

The minutes of the Board's ordinary meeting of Friday 14 May 2010 are **attached**.

STAFF RECOMMENDATION

That the minutes of the Board's ordinary meeting held on 14 May 2010 be confirmed.

3. DEPUTATIONS BY APPOINTMENT

4. PRESENTATION OF PETITIONS

5. NOTICES OF MOTION

6. CORRESPONDENCE

6.1 NEW ZEALAND HISTORIC PLACES TRUST

Attached is a letter from the New Zealand Historic Places Trust confirming the proposal to register Oteauheke, Akaroa, under the Historic Places Act 1993.

STAFF RECOMMENDATION

It is recommended that the Board receive the correspondence and consider the recommendations therein:

- (i) That Oteauheke be listed in the Christchurch City Council District Plan.
- (ii) That the Christchurch City Council consults with Onuku Runanga and NZHPT regarding the future development of a management plan for the Misty Peaks Reserve in which Oteauheke is located.

7. RESERVE MANAGEMENT COMMITTEE MINUTES

7.1 DUVAUCHELLE RESERVE MANAGEMENT COMMITTEE – 12 APRIL 2010

The minutes of the Duvauchelle Reserve Management Committee meeting of 12 April 2010 are **attached**.

STAFF RECOMMENDATION

That the Board receive the minutes of the Duvauchelle Reserve Management Committee meeting held on Monday 12 April 2010.

7.2 ROBINSONS BAY RESERVE MANAGEMENT COMMITTEE – 20 MAY 2010

The minutes of the Robinsons Bay Reserve Management Committee meeting of 20 May 2010 are **attached**.

STAFF RECOMMENDATION

That the Board receive the minutes of the Robinsons Bay Reserve Management Committee meeting held on Thursday 20 May 2010.

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8. AKAROA HARBOUR ISSUES WORKING PARTY MINUTES – 29 APRIL 2010

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 Thursday 29 April 2010.

9. SPARC RURAL TRAVEL FUND FOR BANKS PENINSULA WARD

General Manager responsible:	General Manager, Community Services DDI 941-8607
Officer responsible:	Unit Manager, Recreation and Sport
Author:	Maggie Button, Community Activities Officer

PURPOSE OF REPORT

1. To assess a funding application from Banks Peninsula Netball Club and recommend to the council a grant from the balance of the funds remaining from the 2009/10 SPARC Rural Travel Fund allocated to the Banks Peninsula area.

EXECUTIVE SUMMARY

2. SPARC Rural Travel Funds are provided to encourage participation in sport by young people living in rural communities. It is open to rural sports clubs and rural school teams in areas that have less than ten people per square kilometre. The fund is for young people aged between five to 19 years who require subsidies to assist with transport expenses to local sporting competitions. The fund is not available for travelling to regional or national events. A school club team is defined as one participating in regular local sport competitions in weekends, excluding inter-school and intra-school competitions during school time. A sports club is defined as participating in organised, regular sport competition through membership outside of school time. 'Local' for Peninsula young people means travelling to other sub-unions such as Ellesmere, Waihora, Lincoln and further a-field to participate in regular competitions.
3. This financial year the closing date of grant applications was brought forward to 1 November 2009 to align with the funding allocation dates from SPARC. In the past the grant funding has been deposited into the council account in August but applications were not called for until the following March.
4. For the 2009/10 financial year Banks Peninsula Wards had a total of \$9,621 for distribution.
5. At the Extraordinary Joint Meeting of the Lyttelton/Mt Herbert and Akaroa/Wairewa Community Boards on 2 December 2009 a decision was made to grant \$3,500 to Diamond Harbour Rugby Football Club and \$5,000 to Banks Peninsula Rugby Football Club.
6. It was the express wish of both Boards that they receive any late grant applications for consideration.. Any unallocated funds are to be returned to SPARC.
7. The Banks Peninsula Netball Club has made a late application for \$1,500. They have five junior teams in the Lincoln competition. From Little River there is a Primary C (8 – 9 years) and from Akaroa Primary B (8 – 10 years), Primary A (11 – 12 years), Senior B (12 – 13 years) and Senior A (14 – 17 years). On average the return trip from Akaroa is 150 kilometres. There is a total of 18 games in the season.

FINANCIAL IMPLICATIONS

8. The balance of funds left to distribute from the 2009/10 grant allocation is \$1,121. The total amount of funds requested by Banks Peninsula Netball Club is \$1,500.

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

9. Yes, the funding has been provided to Christchurch City Council from SPARC and is aligned to the council's community grants scheme on page 185 of the 2009-2019 LTCCP; "community grants made on behalf of other organisations."

LEGAL CONSIDERATIONS

10. There are no legal considerations.

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ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

11. This funding assists the Council to meet the community outcomes under Recreation on page 54 of the 2009 – 2019 LTCCP – “ more people participate in sporting activities”

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

12. Yes, as above

ALIGNMENT WITH STRATEGIES

13. The recommendations align with the Physical Recreation and Sport Strategy 2002, objective 4.1 “Sports clubs and associations are meeting the needs of the public.”

CONSULTATION FULFILMENT

14. Not applicable

STAFF RECOMMENDATION

It is recommended that the Akaroa-Wairewa Community Board recommend to the Council that it make a grant of \$1,121 from the 2009/10 SPARC Rural Travel Fund to the Banks Peninsula Netball Club as a contribution towards the travel costs of their junior netball teams.

10. APPLICATION TO THE DISCRETIONARY RESPONSE FUND FOR THE FRIENDS OF THE AKAROA MUSEUM INC.

General Manager responsible:	General Manager, Community Support DDI 941-8607
Officer responsible:	Unit Manager, Community Support Unit
Author:	Sue Grimwood, Community Development Advisor

PURPOSE OF REPORT

1. The purpose of this report is to present a request for funding of \$1,606 from The Friends of the Akaroa Museum Inc. to the Akaroa/Wairewa Community Board from its Discretionary Response Fund.
2. The request is for \$1,606. towards the cost of printing the 'Worsley Trail' brochures .
3. There is currently a balance of \$5,544 remaining in the Boards Discretionary Response Fund.

EXECUTIVE SUMMARY

4. The objectives of The Friends of the Akaroa Museum are to support the maintenance and development of the Akaroa Museum; to raise funds for this purpose; to provide volunteer labour for any tasks associated with this purpose; to assist with the building of collections relating to the history of Banks Peninsula; to represent The Friends on the Museum Advisory Committee; and to engage in any other activities that will further the preceding objectives.
5. Frank Worsley was the navigator on Ernest Shackleton's 1914-1917 Antarctic expedition and was responsible for saving the party of 28 men from certain death. He is considered a local 'hero'.
6. The Akaroa Museum installed a new exhibition about the life of Frank Worsley in 2008. Interest in this 'character' is continuing to grow, as is the heroic era of Antarctic exploration. Visitors to the Museum, who have seen the Worsley exhibition, have indicated an interest in seeing sites around the town associated with him. These sites include Worsley's birthplace in Rue Balguerie, the Worsley Bust sculpture in the Britomart Reserve, and the Anglican Cemetery. In response, the Friends of Akaroa Museum came up with the idea of the Worsley trail brochure.
7. The brochure is intended to be given as a hand-out to those visiting the exhibition and who request further information. The Worsley information is not included in any of the Town walk guides/brochures available from the Visitor Information Centre and the organisation does not intend placing the brochures in that site.
8. The Friends of the Akaroa Museum have completed the artwork and writing for the Worsley Trail Brochure. The group now requires funding to print 1,500 colour brochures.
9. The information in the proposed brochure contains historical information as well as directions to sites of interest therefore it will not date. The organisation has indicated that with an initial print run of 1,500 brochures, the reprinting of the brochure should not be required for some considerable time. If necessary a reprint may be able to be done on site at the Museum.

FINANCIAL IMPLICATIONS

10. This is the organisation's second application to the Council for a Community Funding Grant.

Funding History

2009/10	Oral History Project	\$630	DRF
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11. The Organisation's Current Financial Position.

Total Bank Balance	\$15,480
Tagged amounts:	
French Case	\$ 4,500
Oral History programme	\$ 4,000
Archiving oral histories.	\$ 6,980

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12. Project Costs Requested

Printing 1,500 copies	\$1,427.75
GST	\$178.47
Total Costs	\$1,606.22

13. Quote for a Smaller Print Run

Printing 1,000 copies	\$1,047.25
GST	\$130.91
Total Costs	\$1,178.16

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

14. Yes page 184

LEGAL CONSIDERATIONS

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

15. There were no legal issues identified.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

16. Aligns with LTCCP and Activity management Plans pages 172 and 176.

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

17. Yes, Strengthening Communities page 172 (2009-19 LTCCP).

ALIGNMENT WITH STRATEGIES

18. 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.
- Foster collaborative responses to areas of identified need.

It also helps to meet the following Board Objective:

- Promoting the participation of Banks Peninsula residents in recreation and cultural events/programmes.

Do the recommendations align with the Council's strategies?

19. Strengthening Communities Strategy.

CONSULTATION FULFILMENT

20. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Community Board agrees to grant \$1,000 from its 2009/10 Discretionary Response Fund to The Friends of the Akaroa Museum Inc. towards the cost of printing the Worsley Trail brochure.

11. APPLICATION TO THE DISCRETIONARY RESPONSE FUND FOR THE AKAROA GOLF CLUB INC.

General Manager responsible:	General Manager, Community Support DDI 941-8607
Officer responsible:	Unit Manager Community Support Unit
Author:	Sue Grimwood Community Development Advisor

PURPOSE OF REPORT

1. The purpose of this report is to present a request for funding of \$2,000 from The Akaroa Golf Club to the Akaroa/Wairewa Community Board from its Discretionary Response Fund.
2. The request is for \$2,000 towards the cost of salary for the Golf Club's Green Keeper's assistant.
3. There is currently a balance of \$5,544 remaining in the Boards Discretionary Response Fund.

EXECUTIVE SUMMARY

4. The Akaroa Golf Club is sited on 28 hectares of undulating country at the head of Akaroa Harbour, in Pawsons Valley, Duvauchelle. It is Council Reserve land.
5. This 18 hole course is arguably the most scenic in Canterbury and possibly New Zealand.
6. The Akaroa Golf Club is an Incorporated Society with committee members coming from the local community. The Club has a five year development plan for the course including dam restoration, irrigation systems, course improvements and modifications, and major equipment replacement. The development plan does not include general greens maintenance.
7. The Club's income is generated primarily from subscriptions and green fees. The Club has 200 members and more than 400 visiting golfers, annually and in the last financial year subscriptions and green fees provided revenue of \$114,329.
8. The Club currently employs a Secretary/Manager, a Green Keeper and a Green Keeper's Assistant. Annual expenses for wages in the last financial year were \$87,577.
9. The Green Keeper's Assistant was originally employed in a supported role through Work and Income and Workbridge, after long-term unemployment, to assist the Green Keeper with a clean-up following storm damage to the course in the early 2000's. At the end of the subsidised period the Club has continued to provide employment for this person.
10. Due to a drop in the Club's income with the current recession, the Green Keeper's Assistant's hours have been reduced.
11. The organisation now finds they have a shortfall in meeting the salary costs for this employee. Without short term emergency assistance the options will be to reduce his hours further or terminate his employment. As such, the Club is requesting \$2,000 towards the cost of salary for the Golf Club's Green Keeper's assistant.

FINANCIAL IMPLICATIONS

12. The organisation has previously received a funding grant from the Council.

Funding History

2009/10	\$428	Development of Website (SCF)
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13. The organisation's current financial position:

Total Bank Balance	\$35,910
Tagged amounts: Salaries, administration to end of financial year.	\$32,100
Funds on hand	\$2,900

14. Project Costs

Wages at 24 hours per week at \$12.75 per hour for 16 weeks	\$4,896
Amount requested	\$2,000

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

15. Yes page 184.

LEGAL CONSIDERATIONS

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

16. There were no legal issues identified.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

17. Aligns with LTCCP and Activity management Plans pages 172 and 176.

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

18. Yes Strengthening Communities page 172 (2009-19 LTCCP).

ALIGNMENT WITH STRATEGIES

19. 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.
- Foster collaborative responses to areas of identified need.
- Enhance community and neighbourhood safety.

It also helps to meet the following Board Objective:

- Promoting the participation of Banks Peninsula residents in recreation and cultural events/programmes.

Do the recommendations align with the Council's strategies?

20. Strengthening Communities Strategy.

CONSULTATION FULFILMENT

21. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Community Board agree to grant \$2,000 from its 2009/10 Discretionary Response Fund to the Akaroa Golf Club towards wages costs for the Assistant Green Keeper.

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12. APPLICATION TO THE DISCRETIONARY RESPONSE FUND FOR THE OKAINS BAY MAORI AND COLONIAL MUSEUM

General Manager responsible:	General Manager, Community Support DDI 941-8607
Officer responsible:	Unit Manager, Community Support Unit
Author:	Sue Grimwood, Community Development Advisor

PURPOSE OF REPORT

1. The purpose of this report is to present a request for funding of \$1,200 from the Okains Bay Maori and Colonial Museum to the Akaroa/Wairewa Community Board from its Discretionary Response Fund.
2. The request is for \$1,200 towards the cost of a first aid kit for the Museum and first aid training for the two part time Custodians and two volunteers.
3. There is currently a balance of \$5,544 remaining in the Boards Discretionary Response Fund.

EXECUTIVE SUMMARY

4. The objectives of the organisation are
 - To run a public Museum in Okains Bay open every day from 10am to 5pm except Christmas Day;
 - To maintain and display an extensive collection of Maori taonga and Colonial memorabilia to assist the public in understanding the two cultures of New Zealand;
 - To assist the visiting public in understanding and enjoying the collection of the Museum;
to care for, interpret and catalogue the collection;
 - To provide an educational resource for the people of Canterbury.
 - To run a celebration on February 6 each year to celebrate the signing of the Treaty of Waitangi
5. The Okains Bay Maori and Colonial Museum is open from 10am to 5pm 364 days a year.
6. Annually more than 8,000 local, national and international visitors come to the Museum. Recognition and celebration of Waitangi Day draws upwards of 3,000 visitors to the Museum on that day.
7. The Museum has 90 volunteers contributing 76 hours per week to the Museum.
8. The day to day running of the Museum is carried out primarily by the Museum's two part time Custodians. It is important that these staff have first aid training in order to act appropriately in the case of a medical emergency.
9. It is also appropriate, given the number of visitors to the Museum, that two of the volunteers who live locally also receive first aid training to assist if required.
10. The organisation will arrange for the staff and volunteers to attend the St John's two day first aid certification workshop either in Christchurch or linked to a programme being provided in Akaroa, if available.
11. Okains Bay is situated 30 kilometres (or 50 minutes by car) from the nearest medical facility in Akaroa. It is therefore imperative that staff have the required skills to recognise and act appropriately if accidents do occur and to also have the basic equipment available on hand to respond should events arise.

FINANCIAL IMPLICATIONS

12. This is the organisation's first application to the Board's Discretionary Response Fund. The organisation has an application into the 2010/11 Strengthening Communities Metropolitan Fund for a contribution towards Custodian salaries as part of the "Pathways to Sustainability" project.

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13. Funding History

2009/10	\$10,000	Annual Line Item (BPDC/CCC MoU)
2008/09	\$10,000	Improvements to Waaka Shed (SCF Metro)
2008/09	\$10,000	Annual line Item (BPDC/CCC MoU)
2007/08	\$10,000	Annual line Item (BPDC/CCC MoU)

14. Project Costs

First Aid Training x 4 people @\$240	\$960.00
First Aid Kit	\$240.00
Total Cost	\$1,200.00

15. Other Sources of Funding

The group intend to apply to the following sources of funding to meet their overall operational costs :

Lottery Grants Board, Community Trust, Ministry of Culture and Heritage.

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

16. Yes Community Funding on page 184 of the 2009-19 LTCCP.

LEGAL CONSIDERATIONS

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

17. There were no legal issues identified.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

18. Aligns with LTCCP and Activity management Plans pages 172 and 176.

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

19. Yes Strengthening Communities page 172 (2009-19 LTCCP).

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.
- Foster collaborative responses to areas of identified need.
- Enhance community and neighbourhood safety.

It also helps to meet the following Board Objectives:

- Promoting the participation of Banks Peninsula residents in recreation and cultural events/programmes.
- Recognising the need to retain and enhance core community services to Banks Peninsula Communities.

Do the recommendations align with the Council's strategies?

21. Strengthening Communities Strategy.

CONSULTATION FULFILMENT

22. Not applicable.

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STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Community Board agree to grant \$1,200 from its 2009/10 Discretionary Response Fund to the Okains Bay Maori and Colonial Museum towards a First Aid kit for the Museum and First Aid training for staff and volunteers.

13. AKAROA PLACES AND SPACES PLAN – DRAFT FOR CONSULTATION

General Manager responsible:	General Manager, Strategy and Planning, DDI 941-8281
Officer responsible:	Programme Manager, Healthy Environment
Author:	Dale Harris, Assistant Planner

PURPOSE OF REPORT

1. The purpose of this report is to seek the Akaroa/Wairewa Community Board's approval of the draft Akaroa Places and Spaces Plan (**separately circulated** to Board members) for public consultation.

EXECUTIVE SUMMARY

2. The purpose of the draft Akaroa Places and Spaces Plan (the 'draft' Plan) is to provide a strategic direction for how public places and spaces in Akaroa are developed and managed into the future. More specifically, the draft Plan provides guidance and recommendations for the future direction and management of the public realm in Akaroa township, ensuring that public places reflect the local character, and provide for ease of access and movement. The preparation of this Plan was identified as a high priority project in the Akaroa Harbour Basin Settlements Study Implementation Plan.
3. The objectives of the draft Plan are to:
 - (a) Provide guidance on the future management and development of the public realm, in line with heritage conservation and urban design principles.
 - (b) Identify transport issues, including parking and pedestrian access throughout the township and recommend projects for managing these issues in the short and long term. The Transport and Access Technical report that was prepared for the draft Plan is available separately on request.
 - (c) Provide guidance on the adequacy of visitor facilities to meet visitor needs.
 - (d) Provide guidance on the future development of the 'BP Meats' site (the Council-owned site at 67 Rue Lavaud).
4. The scope of the study is limited to public places and spaces, primarily focusing on the Town Centre area. Public places and spaces within the scope of the draft Plan include:
 - (a) Parks and reserves.
 - (b) Streets and roads, including traffic and parking management areas.
 - (c) The beach and waterfront.
 - (d) Walkways.
 - (e) Squares, plazas and other outdoor spaces where people congregate.
 - (f) Public facilities, where these exist primarily to address visitor needs.
 - (g) The Council-owned 'BP Meats' site (noting that the future use of this land could include a range of public and private activities).
5. The draft Plan identifies thirty-four recommended actions for the short, medium and long term. These actions are a combination of operational and procedural changes, as well as projects that will need to be considered as part of the 2012-22 and subsequent Long-term Council Community Plan (LTCCP). These actions are summarised in the Executive Summary of the draft Plan.
6. Following the Community Board's approval of the draft Plan, Officers will consult with key stakeholders and the general public. It is expected that this will consist of workshops with interested parties, and a public meeting or 'open house' event. A consultation version of the draft plan will be created which will include key questions or points of further discussion for the community to consider when providing feedback. A consultation plan is currently being prepared.

FINANCIAL IMPLICATIONS

7. There are no immediate financial implications resulting from consultation on the draft Plan. If approved, the final Plan will identify projects to be put forward for consideration in the 2012-2022 and or subsequent LTCCPs. The timing, scale, and funding of any or all projects will be determined as part of the LTCCP and be considered alongside a range of other spending priorities. Short-term projects will only be undertaken where funding is already available through the current LTCCP.

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

8. The recommended actions identified in the draft Plan do not align with the 2009-19 LTCCP because they have not been previously raised for inclusion in the LTCCP. These actions will be considered as part of the preparation of the 2012-22 LTCCP or a subsequent version of the LTCCP.

LEGAL CONSIDERATIONS

9. Not applicable.

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. The Akaroa Places and Spaces Plan supports the LTCCP activity 'City and Community Long-Term Policy and Planning', Pages 188 – 190 of the 2009-19 LTCCP.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

11. The Draft Plan recognises and supports strategies where relevant to the scope of the Plan, particularly the draft Open Space Strategy and the Christchurch Visitor Strategy.

CONSULTATION FULFILMENT

12. The Akaroa Places and Spaces Plan was identified as a project in the Akaroa Harbour Basin Settlements Study completed in 2009. This study involved extensive consultation, which included the identification of the draft Plan as a priority project. Information obtained through previous consultation on the Settlements Study has also informed the development of the draft Plan.
13. The Community Board was consulted on the draft purpose, scope and actions of the draft Plan in a seminar held earlier this year. Feedback from the Community Board has been incorporated into the draft Plan where relevant.

STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Community Board approve the Draft Akaroa Places and Spaces Plan for public consultation.

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14. BRIEFINGS

14.1 ALAN BYWATER – PROGRAMME MANAGER, STRONG COMMUNITIES

Alan Bywater will brief the Board on issues relating to campervans in the Akaroa-Wairewa area.

15. COMMUNITY BOARD ADVISERS UPDATE

15.1 BOARD FUNDING BALANCES

Attached for members' information is the spreadsheet showing the balances for the Board's funding allocations for 2009/10.

15.2 MAY UPDATE ON LOCAL CAPITAL PROJECTS

The May Update on Local Capital Projects will be circulated to Board members by email.

16. ELECTED MEMBERS INFORMATION EXCHANGE

17. QUESTIONS UNDER STANDING ORDERS