

**AKAROA/WAIREWA COMMUNITY BOARD
AGENDA**

WEDNESDAY 10 MARCH 2010

AT 9.30AM

**IN THE BOARD ROOM OF THE
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

Phone: 941 5682 DDI

Email: liz.carter@ccc.govt.co.nz

PART A - MATTERS REQUIRING A COUNCIL DECISION

PART B - REPORTS FOR INFORMATION

PART C - DELEGATED DECISIONS

INDEX

- | | | |
|---------------|------------|--|
| PART C | 1. | APOLOGIES |
| PART C | 2. | CONFIRMATION OF MEETING MINUTES – 10 FEBRUARY 2010 |
| PART B | 3. | DEPUTATIONS BY APPOINTMENT |
| PART B | 4. | PRESENTATION OF PETITIONS |
| PART B | 5. | NOTICES OF MOTION |
| PART B | 6. | CORRESPONDENCE |
| PART B | 7. | RESERVE MANAGEMENT COMMITTEE MINUTES |
| | 7.1 | Awa-iti Reserve Management Committee – 29 January 2010 |
| PART B | 8. | AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE –
1 FEBRUARY 2010 |

- PART B** 9. **AKAROA MUSEUM ADVISORY COMMITTEE – 30 NOVEMBER 2009**
- PART C** 10. **APPLICATION TO THE DISCRETIONARY RESPONSE FUND FOR THE
AKAROA TRINITY COMMUNITY GARDEN**
- PART C** 11. **SMALL GRANTS FUND ASSESSMENT COMMITTEE COMMUNITY
REPRESENTATIVES**
- PART C** 12. **AKAROA/WAIREWA COMMUNITY BOARD STRENGTHENING
COMMUNITIES FUNDING 2010/11 – BOARD BIDS**
- PART B** 13. **BRIEFINGS**
- PART B** 14. **COMMUNITY BOARD ADVISER’S UPDATE**
 14.1 **Board Funding Balances as at 10 March 2010**
 14.2 **Customer Service Requests**
 14.3 **Draft Public Open Space Strategy - Submission**
- PART B** 15. **ELECTED MEMBERS INFORMATION EXCHANGE**
- PART B** 16. **QUESTIONS UNDER STANDING ORDERS**

1. **APOLOGIES**

2. **CONFIRMATION OF MEETING MINUTES – 10 FEBRUARY 2010**

The minutes of the Board's ordinary meeting of Wednesday 10 February 2010 are **attached**.

STAFF RECOMMENDATION

That the minutes of the Board's ordinary meeting held on 10 February 2010 be confirmed.

3. DEPUTATIONS BY APPOINTMENT
4. PRESENTATION OF PETITIONS
5. NOTICES OF MOTION
6. CORRESPONDENCE

7. RESERVE MANAGEMENT COMMITTEE MINUTES

7.1 AWA-ITI RESERVE MANAGEMENT COMMITTEE – 29 JANUARY 2010

The minutes of the Awa-iti Reserve Management Committee meeting of 29 January 2010 are **attached**.

STAFF RECOMMENDATION

That the Board receive the minutes of the Awa-iti Reserve Management Committee meeting held on 29 January 2010.

8. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE – 1 FEBRUARY 2010

General Manager responsible:	General Manager, Regulation and 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 1 February 2010.

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

Also in attendance were Simona Marra and Kent Wilson (Planners).

1. APOLOGIES

Apologies were received and accepted from Stewart Miller and David Margetts (Historic Places Trust).

2. REPORTS OF PREVIOUS MEETINGS

2.1 Ordinary Meeting – 2 November 2009

The Committee **received** the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on 2 November 2009.

2.2 Extraordinary Meeting – 21 December 2009

The Committee **received** the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on 21 December 2009.

3. PLANS TO CONSIDER

3.1 David C. Murray, 6 William Street, Akaroa - Alterations

The proposed plans for this project had previously been presented to the November meeting of the Committee. The general consensus of members at that meeting was that the style proposed created a visually dominant building. 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. The applicant was asked to re-present the proposal to this meeting, taking into account the previous comments of the Committee.

The Committee was informed that the applicant intended to use pebble 'dash' cladding which was of a heavier texture than what the plans suggest. It was pointed out that other materials may be restrictive and not comply with the Building Code.

Members in general felt that some horizontal detail could be introduced to soften the 'mass' scale of the building. Members agreed that introducing timber would also assist in breaking up the mass of the building.

Members had concerns regarding the landscaping of the area and the considerable amount of concrete proposed, however it was pointed out that the manoeuvring of vehicles within the site was important due to the access to the property, and this required a good surface for vehicles.

8 Cont'd

It was **resolved** to suggest the following points in relation to the design:

- that timber be introduced on the balcony and garage door.
- a horizontal facing board or similar "overhang", approximately 50mm x 150mm, be introduced between the two stories creating a partition between the top and bottom storey.
- Landscaping to include gravel chip of a dull colour with low reflection and that planting to be more informal than that proposed, e.g. planting of cabbage trees rather than a Lombardy poplar.

The Board thanked Mr Lonsdale for attending the meeting and for taking into consideration the comments of the committee.

3.2 A. Rhodes, 1 Beach Road, Akaroa –

Mr Chris Hoult, Architect for the applicant, was in attendance and presented a sketch plan of the proposal. He informed members that the north and west elevation windows would be replaced with glass sliding doors. The decking balustrade would be glass and joinery would be aluminium. Members agreed that timber joinery would be more fitting to the era of the building.

It was **resolved** to suggest the following points in relation to the design:

- timber handrails preferred to glass.
- a horizontal wooden bar could be installed at a ratio of 1/3rd to 2/3rd on the glass doors.
- any aluminium joinery to have the profile similar to timber.

Members also asked that any significant landscape proposals be presented to the committee at a later date.

Mr Hoult was thanked for attending the meeting and submitting the proposal for comment at such an early stage in the process.

4. COMMUNITY BOARD ADVISER'S UPDATE

4.1 Meeting Dates

It was **resolved** that the 2010 meetings of the Akaroa Design and Appearance Advisory Committee be held at the Akaroa Service Centre, on a Thursday commencing at 10.30am as follows:

Thursday 4 March
Thursday 1 April
Thursday 6 May
Thursday 3 June
Thursday 1 July
Thursday 5 August
Thursday 2 September
Thursday 7 October

4.2 Peter Beaven

Members were advised that Mr Beaven had formally resigned from the Committee and that staff would now be looking at finding a replacement architect and also possibly an additional architect to provide cover if either of the other two consultants were unable to attend a meeting. It was felt that an urban development designer would be of benefit as a committee member, and that the Community Board may need to re-examine the makeup of the Committee, to accommodate this.

8 Cont'd

5. COMMITTEE MEMBERS EXCHANGE OF INFORMATION

5.1 Street Lighting, Beach Road

Staff were asked to update the Committee on the outcome of the proposed street lighting for Beach Road.

The Committee **agreed** that it needed to be kept informed and updated on items where comments and suggestions had been made by the Committee.

5.2 Bank of New Zealand – ATM Machine

Members were informed that a request had been made for a handrail to be installed at the ATM machine on Rue Balguerie. Members agreed that a simple rail would not be too invasive as a visual appearance on the Bank of New Zealand building especially as it is a necessity for many people to enable them to use the ATM machine safely.

5.3 Akaroa Public Realm Issues

Staff reported that they had brought issues relating to the public realm in Akaroa to the attention of the Transport and Greenspace Manager and it had been agreed that in future these types of issues would be brought to the Committee for comment before being ratified by the Community Board. Examples of public realm issues are:

- New kerb and channelling
- Alterations to road verges and changes to road cambers
- Changes to street furniture such as lamp standards
- The introduction of new street furniture such as bollards, walls, railings, fences, seats
- Introduction of new paved surfaces

In addition, some guidelines relating to the public realm will be drawn up, through processes that are currently occurring.

The meeting closed at 11:55 am

STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on 1 February 2010 .

9. AKAROA MUSEUM ADVISORY COMMITTEE – 30 NOVEMBER 2009

General Manager responsible:	General Manager, Community Services DDI 941-8607
Officer responsible:	Akaroa Museum Director
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

The purpose of this report is to submit the outcomes of the Akaroa Museum Advisory Committee meeting held on Monday 30 November 2009.

The meeting was attended by Committee members, Pam Richardson (Chairman), Victoria Andrews, Jane Chetwynd, Elizabeth Haylock and Meri Robinson.

Also in attendance was Lynda Wallace (Museum Director).

1. APOLOGIES

An apology was received and accepted from Stewart Miller.

2. MINUTES OF PREVIOUS MEETING

The committee **received** the minutes of the Akaroa Museum Advisory Committee meeting held on 28 September 2009,

3. MUSEUM DIRECTOR'S UPDATE

The Committee received information from the Museum Director on Museum related activities and projects.

- Visitor numbers
- Exhibitions
The Museum Director updated the Committee on the upcoming exhibition, *Nga Roimata o Takapuneke*.
- Projects
Members were updated on progress to date in relation to the new storage building, along with other projects being undertaken at the present time. She explained to members that the re-roofing of the Langlois-Eteveneaux cottage was taking longer than anticipated as it involved different contractors and repairs to the roof were required prior to the shingles being replaced. The Committee felt that the Museum Director should be consulted at all times in relation to projects involving the Museum and its surrounding buildings.
- Collections
Members were informed that collections previously housed in the workroom/storeroom have been moved to temporary storage while the new storage building is completed.
- Okains Bay Museum
Members were informed that the Akaroa Museum staff had recently attended the opening of the machinery shed at the Okains Bay Museum.
- Revision of "French Akaroa"
- Upcoming events.
Members were informed that the Official opening of *Nga Roimata o Takapuneke* would be held on Thursday 4 February 2010, 5.30pm to 7pm.

Members were also informed that the arrangement for the Takapuneke celebration was proceeding well.

9 Cont'd

4. FRIENDS OF AKAROA MUSEUM (FOAM) - PRESIDENT'S REPORT

The Committee received information on the following matters, from the President of FOAM.

- Museum's Art Collection
- Garden of Tane
- Oral History Project
- Annual General Meeting of the Friends
- Christmas Function
- Annual Antique Fair Fund Raising event
- New Projects

- Britomart Memorial
Members were informed that Council staff were aware of the potential damage to the Britomart Memorial following recent road works and that the area had been inspected by the Senior Traffic Engineer.

5. COMMUNITY BOARD ADVISER'S UPDATE

5.1 Meeting Schedule 2010

The Committee **resolved** to adopt the following schedule for its meetings in 2010:

Monday 22 March	-	2.30pm	Akaroa Service Centre
Monday 28 June	-	2.30pm	Akaroa Service Centre
Monday 27 September	-	2.30pm	Akaroa Service Centre

6. COMMITTEE MEMBERS' EXCHANGE OF INFORMATION

Specific mention was made of the following matters:

- **170th Anniversary**

The Committee agreed that the Friends of the Akaroa Museum's President, Jane Chetwynd, look into the establishment of a steering committee to organise a small event that would involve the community. It was also agreed that Ms Chetwynd report back to the Community Board Adviser so that the information and ideas collected can be distributed to members of the Committee.

The following suggestions were made:

- that an "open stage" event would suffice.
- Dale Thomas be asked to assist with the event.
- the event could take place about August 2010.
- that Akaroa District Promotions and the Akaroa Heritage Committee be invited to have input

- **Entrance Fee to Akaroa Museum**

Members asked if staff had received any comment in relation to why other Council owned cultural facilities do not charge an entrance fee, while Akaroa Museum is still required to charge.

- **Challenge Grant**

The Museum Director was asked to investigate if the Akaroa Museum could emulate the Christchurch Art Gallery's Challenge Grant initiative.

9 Cont'd

- **Media Publication**

Members discussed the possibility of matters of interest, eg the Takapuneke celebrations, being published in the Art Gallery bulletin. Members felt that Akaroa events should receive more media coverage than at present.

The Committee **decided** that in light of the national importance of Takapuneke that staff be requested to investigate the possibility of including information or an article in the Art Gallery bulletin, about the exhibition *Nga Roimata o Takapuneke*.

7. NEXT MEETING

The next meeting will be held on Monday 22 March 2009 at the Akaroa Service Centre commencing at 2.30pm.

The meeting closed at 2.45pm.

STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Museum Advisory Committee meeting held on 30 November 2009.

10. APPLICATION TO THE DISCRETIONARY RESPONSE FUND FOR THE AKAROA TRINITY GARDEN GROUP

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

PURPOSE OF REPORT

1. The purpose of this report is to present a request for funding from the Akaroa Trinity Community Gardens to the Akaroa/Wairewa Community Board Discretionary Response Fund.
2. The Akaroa Trinity Community Garden is an informal group and as such can only apply for funding assistance to a maximum of \$2,000. This application has therefore been made on their behalf by the Akaroa Resource Collective Trust as an organisation with legal entity.
3. The request is for \$3,744 towards the cost of salary for a coordinator for the Community garden.

EXECUTIVE SUMMARY

4. The Community Garden group concept was driven by the community following extensive discussion, investigation and collaboration of local people including the Area school and the Trinity Church committee, on whose land the garden is sited. The garden has evolved and grown over the previous twelve months and is now well established.
5. Although small, the garden is providing organically grown vegetables and herbs for all who give their time, no matter how minimal the participation. Surplus vegetables provide nutritious food for those in need in the community.
6. The group has developed a relationship with other Community garden groups in Christchurch and would like to further these relationships, sharing information and ideas.
7. Providing a salary for a coordinator would enable someone to be available on-site at specified times as a point of contact for the community, enable the group to advance their aims of growing and harvesting of heritage seeds from heritage vegetables, providing workshops, encouraging greater community participation, and furthering development of the gardens.
8. In addition, the Co-ordinator will facilitate greater collaboration with other local community groups in distributing the vegetables through the community to those who will most benefit as well as helping local people to connect with others who are participating in the gardens activities.
9. The group intends seeking funding for a permanent part-time position but requires time to identify funding options and make the appropriate applications. Currently potential funding agencies are not seeking applications until later in 2010.
10. The request is to provide funding for eight hours per week for twenty six weeks as a stop-gap measure.
11. The appointed person will be able to work out of an office at the Akaroa Heartland Centre. The community garden is on land adjacent to this building and the group currently uses the Centre for its meetings, tea room and toilet facility for people working in the garden.
12. The Community Board provided funding of \$705 from the 2009/10 Small Project Fund for the group to purchase tools and \$2,000 from the 2008/09 Discretionary Response Fund as a contribution to establishing a rain water collection system.

FINANCIAL IMPLICATIONS

13. The total cost of this project is \$3,744. There is currently a balance of \$5,544 in the Board's Discretionary Response Fund (including the \$2,000 for Youth Development).
14. There are no financial risks associated with the delivery of this project.

10 Cont'd

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

15. Yes, page 184.

LEGAL CONSIDERATIONS

16. 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 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 LTCCP, Activity Management Plans and Community Board Funding – 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 (p.172 2009-19 LTCCP) and Community Grants (p.184 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.
- 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?

21. Strengthening Communities Strategy 2007 and the Community Growing Together: Community Gardens Policy.

CONSULTATION FULFILMENT

22. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Community Board agree to grant \$2,800 from its 2009/10 Discretionary Response Fund to the Akaroa Resource Collective Trust for the Akaroa Trinity Community Garden group as a contribution towards the cost of salary for a coordinator.

11. SMALL GRANTS FUND ASSESSMENT COMMITTEE COMMUNITY REPRESENTATIVES

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

PURPOSE OF REPORT

1. The purpose of this report is to seek a decision from the Akaroa/Wairewa Community Board regarding the appointment of Community Representatives to the Board's Small Grants Fund Assessment Committee for the 2010/11 funding round.

EXECUTIVE SUMMARY

2. On 10 December 2009, a report to the Council from the Grants Working Party on Community Funding Criteria Changes recommended that:

Recommendation H: Small Grants Fund - Community Representation on Small Grants Funding Committees

No community representatives on Small Grants Fund Metropolitan decision making body.

Individual Community Boards to decide if they wish to retain community representatives.

Recommendation I: Small Grants Fund - Metropolitan Small Grants Funding Committee

Metropolitan Small Grants Subcommittee be comprised of a maximum of five Councillors, with full delegated authority.

As per the Recommendation H , the Committee would not include any Community Representatives.

3. As a result of these recommendations, the Council resolved to:

"Disestablish the Metropolitan Small Grants Funding Subcommittee comprising both Councillors and community representatives from 31 May 2010";

"Establish a Metropolitan Small Grants Fund Subcommittee comprising Councillors Johanson, Shearing, Wall, Button, Corbett and Buck (with the Deputy Mayor as ex officio) to take effect from 1 June 2010 to allocate the Small Grants Fund – Metropolitan, to eligible applicants whose projects are consistent with the Council's Strengthening Communities Strategy and LTCCP."

4. As per recommendation H (above) in the *Grants Working Party Criteria Changes Report*, Community Boards have the opportunity to decide if they wish to continue to appoint community representatives to the Board's Small Grants Fund Assessment Committee for the 2010/11, funding round.
5. If the Community Board wish to appoint community representatives to the Board's Small Grants Fund Assessment Committee, staff will begin the nomination process for representatives. After nominations have been received, staff will report back to the Community Board (Public Excluded Report) with details of nominees in order for the Board to decide upon their chosen representatives.
6. If the Community Board wish to appoint community representatives to the Board's Small Grants Fund Assessment Committee, it is recommended that four to six community representatives be appointed for a one year term for the 2010/11 funding round.

11 Cont'd

7. It is further recommended that in considering the appointment of community members to this Committee, the Board should consider the make up of the local community. In the past, the following involvement areas/skills have been advertised when calling for community nominations and are seen as a guideline to assist in covering the various sectors within your local community:
 - Disabled, sport and recreation, arts and culture, welfare and social services, Maori, ethnic groups, environment and heritage.
 - Interest and involvement in community issues/groups.
 - Some experience in committee processes.
 - Knowledge of various communities of interest.
 - The ability to be articulate and assertive.
8. The Board, in 2008, established its Small Grants Fund Assessment Committee and appointed three community representatives for the period June 2008 to May 2010. At that time, five Community Board Members were appointed to the Committee with a term of three years, for the 2008/09, 2009/10 and 2010/11 funding rounds.

FINANCIAL IMPLICATIONS

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

9. Yes, see LTCCP pages 176 and 177 regarding community grants schemes including Community Board funding.

LEGAL CONSIDERATIONS

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

10. Yes. Under the 2002 Local Government Act, a Council, or Community Board, may appoint committees, subcommittees other subordinate decision making bodies and joint committees (clause 30, Schedule 7). Council's and Community Board's also have the power to appoint or discharge any member of a committee (clause 31(1)). Such committees, etc are "**subject in all things to the control of the local authority [or read community board], and must carry out all general and special directions of the local authority given in relation to the committee or other body or the affairs of the committee or other body**" (clause 30(3)).
11. The minimum number of members for a "committee" is three, with a quorum being two (One of whom must be an elected member), or the quorum can be a greater number, as determined by the Community Board. At least one member of a committee must be an elected member of the Community Board, but an employee of the local authority cannot be a member (if they are acting in the course of their employment). Clause 31 also provides:

"(3) The members of a committee or subcommittee may, but need not be, elected members of the local authority [community board], and a local authority or committee may appoint to a committee or subcommittee a person who is not a member of the local authority or committee if, in the opinion of the local authority, that person has the skills, attributes, or knowledge that will assist the work of the committee or subcommittee."
12. Clause 26(3) is also relevant, as it provides that the Council/Community Board may appoint a member of a committee to be the Chairperson of the committee, or if a Chairperson is not appointed then the power of appointment may be exercised by the committee. A Deputy Chairperson can also be appointed to act in the absence of a chairperson (clause 26(4)). This person will preside at any meeting if the Chairperson is absent from a meeting. However, if a Deputy Chairperson has not been appointed or if they are also absent then the members of the committee that are present must elect one of their number to preside at the meeting.

11 Cont'd

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?

13. Yes. Strengthening Communities Funding and Community Board Funding, see LTCCP pages 176 and 177 regarding community grants schemes including Board funding.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

14. The funding allocation process carried out by Christchurch Community Boards is covered in the Council's Strengthening Communities Strategy.

CONSULTATION FULFILMENT

15. Not required.

STAFF RECOMMENDATION

It is recommended that the Community Board decide whether or not they wish to appoint community representatives to the Board's Small Grants Fund Assessment Committee for the 2010/11 funding round.

12. AKAROA/WAIREWA COMMUNITY BOARD STRENGTHENING COMMUNITIES FUNDING 2010/11 – BOARD BIDS

General Manager responsible:	General Manager Community Services Group DDI 941-8607
Officer responsible:	Acting Unit Manager Community Support Unit
Author:	Sue Grimwood, Community Development Adviser

PURPOSE OF REPORT

1. The purpose of this report is for the Akaroa/Wairewa Community Board to consider the projects that will be put forward on behalf of the Board to the Strengthening Communities Fund for 2010/11.
2. The Akaroa/Wairewa Community Board decision-making meeting is scheduled for 7 July 2010.

EXECUTIVE SUMMARY

3. At the Council meeting on 10 December 2009 the Council resolved to amend the Strengthening Communities Grants Funding Programme Operational Procedures for the Strengthening Communities Fund, Small Grants Fund and Discretionary Response Fund Local, effective for the 2010/11 Funding round, by adding the following:

"That the Council officers be instructed that as a matter of future policy they are not to apply for funding from this source for Council projects."

4. In previous years, Unit's have made applications to the Strengthening Communities Fund for local projects including community events and various recognition awards. Following the decision by the Council, applications to the fund for these types of projects will now need to come from the Elected Members.
5. **Attached** to this report is a table that outlines potential projects that the Board may wish to put forward for consideration for the 2010/11 Strengthening Communities Fund (**Attachment 1**). These projects have been agreed as part of Unit work programmes. Also **attached** is a list of local Board projects which received funding from the two previous years funding rounds (**Attachment 2**).
6. Subsequent to the Board identifying which projects it would like to put forward as applications, staff will assess each project and include these on the decision matrix along with the other applications received for Strengthening Communities Funding.
7. The Akaroa/Wairewa Community Board Funding Seminar on 9 June 2010 will give Community Board Members the opportunity to go through all applications received from the community and Elected Member bids, in order to clarify any issues or seek further information about any of the projects. This seminar is public excluded.
8. If an Elected Member would like to put forward other local projects for consideration as part of the Strengthening Communities Fund, the Elected Member will need to complete an Elected Member Bid Application Form. This application will then be assessed by staff and considered at the Strengthening Communities Fund workshop and decision meetings, alongside all other applications. Staff will be available to assist Elected Members in completing the application form, if required.
9. At the Council meeting on 10 December 2009 the Council further resolved to amend the Strengthening Communities Grants Funding Programme Operational Procedures with the following:

"Amend the Strengthening Communities Strategy and the criteria for the Strengthening Communities Fund - Local to allow Community Boards to create a Youth Development Fund to allocate funding for Youth Development Grants."

"Amend the Strengthening Communities Strategy and the criteria by removing the "cap" of up to \$10,000 for the Youth Development Fund."

12 Cont'd

10. In previous years Boards have been able to establish a Youth Development Fund (YDF) of up to \$10,000 from their Discretionary Response Fund.
11. Most Boards fully spent their allocation with some Boards further topping it up during the year dependant on demands on the fund.
12. From 2010 Boards can choose to establish a YDF from their Strengthening Communities Fund and the option still remains to also use their Discretionary Response Fund for this purpose.
13. Boards desiring to have a YDF for 2010 from the Strengthening Communities Fund should include this as a Board bid following the process outlined above.

FINANCIAL IMPLICATIONS

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

14. Yes, see LTCCP pages 176 and 177 regarding community grants schemes including Board funding.

LEGAL CONSIDERATIONS

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

15. 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?

16. Yes. Strengthening Communities Funding and Community Board Funding, see LTCCP pages 176 and 177 regarding community grants schemes including Board funding.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

17. The funding allocation process carried out by Christchurch community boards is covered in the Council's Strengthening Communities Strategy.

CONSULTATION FULFILMENT

18. Not required

STAFF RECOMMENDATION

It is recommended that the Board give consideration to the projects detailed in **Attachment 1 – Projects to Consider 2010/2011** and approve a list of projects to be submitted as applications to the 2010/11 Strengthening Communities Fund.

BACKGROUND

STRENGTHENING COMMUNITIES STRATEGY

19. 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 Grants Fund
 - (c) Discretionary Response Fund
 - (d) Community Organisations Loan Scheme

12 Cont'd

20. 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 and 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
21. 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
22. 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 \$2000 must be incorporated under the Incorporated Societies Act 1908 or the Charitable Trusts Act 1957 or be a legal entity registered for charitable purposes.
 - 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 the 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.

TIMELINE AND PROCESS

23. 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 each year, therefore grants will be paid out in early September 2010.

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.

14.2 CUSTOMER SERVICES REQUESTS – 1 OCTOBER 2009 – 31 JANUARY 2010

Attached for members' information.

14.3 DRAFT PUBLIC OPEN SPACE STRATEGY - SUBMISSION

Attached is the submission the Board made to the Draft Public Open Spaces Strategy.

STAFF RECOMMENDATION

It is recommended that the Board adopt the submission made to the Draft Public Open Spaces Strategy.

15. ELECTED MEMBERS INFORMATION EXCHANGE

16. QUESTIONS UNDER STANDING ORDERS

**AKAROA/WAIREWA COMMUNITY BOARD
AGENDA CONTINUED**

WEDNESDAY 10 MARCH 2010

AT 9.30AM

**IN THE BOARD ROOM OF THE
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
Phone: 941 5682 DDI
Email: liz.carter@ccc.govt.co.nz

- PART A - MATTERS REQUIRING A COUNCIL DECISION**
- PART B - REPORTS FOR INFORMATION**
- PART C - DELEGATED DECISIONS**

INDEX

- PART B** 7. **RESERVE MANAGEMENT COMMITTEE MINUTES – Continued**
 - 7.2 Duvauchelle Reserve Management Committee – 11 January 2010

- PART B** 13. **BRIEFINGS – Continued**
 - 13.1 Jim Coubrough – Deputy Area Co-ordinator, Akaroa Civil Defence
 - 13.2 Terry Howes – Asset and network Planning Manager
 - 13.3 David Dally – Unit Manager, Customer Services

7. RESERVE MANAGEMENT COMMITTEE MINUTES - CONTINUED

7.2 DUVAUCHELLE RESERVE MANAGEMENT COMMITTEE – 11 JANUARY 2010

The minutes of the Duvauchelle Reserve Management Committee meeting of 11 January 2010 are **attached**.

STAFF RECOMMENDATION

That the Board receive the minutes of the Duvauchelle Reserve Management Committee meeting held on 11 January 2010.

13. BRIEFINGS - CONTINUED

13.1 JIM COUBROUGH – DEPUTY AREA CO-ORDINATOR, AKAROA CIVIL DEFENCE

Mr Coubrough will brief the Board on the Civil Defence response to the Tsunami event of Sunday 28 February 2010.

13.2 TERRY HOWES – ASSET AND NETWORK PLANNING MANAGER

Unit Manager briefing to Board.

13.3 DAVID DALLY – UNIT MANAGER, CUSTOMER SERVICES

Unit Manager briefing to Board.