

AKAROA/WAIREWA COMMUNITY BOARD AGENDA

WEDNESDAY 14 DECEMBER 2011

AT 9:30 AM

**IN THE AKAROA SPORTS COMPLEX.
28 RUE JOLIE, AKAROA**

Community Board: Pam Richardson (Chairman), Bryan Morgan (Deputy Chairman), Lyndon Graham, Leigh Hickey, Stewart Miller and Claudia Reid.

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1. APOLOGIES

2. CONFIRMATION OF MEETING MINUTES

2.1 Ordinary Board Meeting – 16 November 2011

The minutes of the Board's ordinary meeting of 16 November 2011 are **attached**.

STAFF RECOMMENDATION

That the minutes of the Board's ordinary meeting held on Wednesday 16 November 2011 be confirmed.

3. DEPUTATIONS BY APPOINTMENT

3.1 SHARON RODGERS – MR WHIPPY

Sharon Rodgers, who operates *Mr Whippy* in Akaroa, wishes to address the Board regarding trading in public places, and parking issues.

4. PRESENTATION OF PETITIONS

Nil.

5. NOTICES OF MOTION

Nil.

6. CORRESPONDENCE

Nil.

7. RESERVE MANAGEMENT COMMITTEES

The minutes of the following Reserve Management Committee meetings are attached.

- 7.1 Stanley Park Reserve Management Committee – 20 October 2011 (**attached**).
- 7.2 Okains Bay Reserve Management Committee – 11 October 2011 (**attached**).

The above minutes may still need to be confirmed by each Committee at their next meeting.

STAFF RECOMMENDATION

That the Board receive the minutes of the following Reserve Management Committee meetings:

- Stanley Park Reserve Management Committee – 20 October 2011.
- Okains Bay Reserve Management Committee – 11 October 2011.

8. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE MINUTES – 3 NOVEMBER 2011

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 Design and Appearance Advisory Committee meeting held on Thursday 3 November 2011. The meeting commenced at 10.38am.

The meeting was attended by Committee members Bryan Morgan, Victoria Andrews, John Davey, William Fulton, Lynda Wallace and Pam Richardson (Chairman, Akaroa/Wairewa Community Board).

1. APOLOGIES

Apologies were received and accepted from Committee members Stewart Miller and Philip Kennedy and Calum Maclean (Historic Places Trust). An apology for lateness was also received from William Fulton who was not in attendance for part of Clause 2.

2. MINUTES OF PREVIOUS MEETING

The committee **received** the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on 1 September 2011, subject to the following alteration:

Under those attending meeting - Correction of name – delete “Callum Bain” and insert “Calum Maclean”.

3. CORRESPONDENCE

Nil

4. PLANS TO CONSIDER

4.1 Two Storey Self Contained Unit – 13 Aylmers Valley Road

The applicants, Ross and Alison Ruddenklau and their architect, Mark Colthard, re-presented the revised plans relating to the proposed two storey unit to be erected at 13 Aylmers Valley Road, following suggestions made by the Committee at its meeting on 1 September 2011.

The Committee was informed that changes had been made to the original proposal including a larger setback from the street, allowance for planting to be established on the roadside land (not on the road reserve).

Extracts from the Akaroa Design Guidelines were highlighted to the Committee outlining the expected outcomes for corner sites and how they are defined under those guidelines. The visual impact on garages on the streetscape within the Akaroa Historic Area, was also discussed.

Points raised by the committee were:

- domination of the structure along William Street
- height of the proposed building
- preference for wooden balustrades

The applicants informed the Committee that they had taken steps to address the Committee's concerns by shifting the building back off the road boundary by 250mm, and incorporating a gable end to further articulate the William Street elevation of the building. It was the view of Mr Colthard that the visual dominance of the building in relation to William Street will be reduced by the proposed changes. The applicants felt that the vertical posts and glass balustrade would help soften the William Street elevation by making the step in the plan more obvious than would be the case if solid balusters were

used. In response to a question from the planner they also suggested that plantings could be grown up the building face in order to further soften the visual impact of the structure and that the building could be lowered a further 250 millimetres to reduce its overall height.

The applicants also believed that the positioning of the proposed building on the site, as identified, was still the best option and if located elsewhere would be detrimental to the established garden and the historic house.

The Planner emphasised that it was important to take into account the relationship the garden had with the existing historic house and said he would be concerned at the impact on the present garden if the building was shifted to another location on the site.

In general the Committee felt that its concerns had been addressed regarding the design of the building but could not reach agreement on the proposed location for the building.

Although it was realised that an acceptable level of change will occur within the Historic Area, it was pointed out that the rate of change on this property had been substantial over a relatively short period of time.

The Committee **resolved** to give the following advice on the design and appearance aspects of the proposal to remove an existing skyline garage at 13 Aylmers Valley Road and erect a new two storey self contained unit providing a ground floor garage for boat storage with accommodation above:

- (a) That the height of the building be lowered by 250mm.
- (b) That the 500mm planting strip on the William Street frontage be planted with informal plantings of varying heights capable of attaining a minimum height up to the bottom of the windows, with approximately 750mm spacings and incorporating some taller specimens.

Victoria Andrews and Lynda Wallace requested that their votes against this resolution be recorded.

5. COMMUNITY BOARD ADVISER'S UPDATE

Nil.

6. COMMITTEE MEMBERS' EXCHANGE OF INFORMATION

Specific mention was made of the following matters:

- **Clarification of "Change"**

The Committee discussed concerns about the "incremental change" in the character and amenity of the historic area and questioned whether it should be referencing a position, as many applications the Committee considered did not involve significant change, but incrementally the change over a period of years and over a number of properties could become significant.

- **Committee Structure**

Staff were asked to report back to the Committee on the way it could possibly be restructured to operate in a similar manner to the Urban Design Panel, which would allow for more flexibility and informality in discussions and the structure of meetings.

The meeting closed at 11:58am.

STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on Thursday 3 November 2011.

9. AKAROA MUSEUM ADVISORY COMMITTEE MINUTES – 28 NOVEMBER 2011

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 28 November 2011.

The meeting was attended by Committee members, Pam Richardson (Chairman), Lyndon Graham, Elizabeth Haylock, Leigh Hickey, Meri Robinson and Jim Sunckell.

Also in attendance was Lynda Wallace (Museum Director).

1. APOLOGIES

An apology for leaving the meeting early was received and accepted from Leigh Hickey, who left the meeting at 3.13pm and was not in attendance for Clauses 5 to 11.

2. MINUTES OF PREVIOUS MEETING

The committee **received** the minutes of the Akaroa Museum Advisory Committee meeting held on Monday 26 September 2011.

3. PRESENTATION – ELIZABETH HAYLOCK

A presentation was given to the Committee by Elizabeth Haylock on the Oral History Project being undertaken by the Friends of the Museum. Points reported, included:

- concept originated in 2005
- 36 interviews have so far been recorded
- all volunteers involved in this project are trained prior to any interviews taking place
- a digital recorder has been purchased, along with a dedicated computer for this project
- computer is available for the public to access
- project at this stage has cost in the vicinity of \$17,500.

The Committee members agreed that undertaking this project was a big commitment and asked that their thanks be conveyed to the team of volunteers working on the project. It was suggested that obtaining the eulogies of local residents would also provide a good resource to assist in recording memories and life history of persons within the community.

The Committee also suggested that some promotion of the Oral History Programme be carried out in 2012, once the Museum was past the busy season.

4. MUSEUM DIRECTOR'S UPDATE

The Committee received information from the Museum Director on Museum related activities and projects which were outlined in her update circulated with the agenda. Topics covered included:

- Visitor numbers
Numbers for November had now exceeded the previous year's due to the cruise ships visiting Akaroa.
- Exhibitions
- Collections
- Research Project – Seawalls
Due to existing commitments, staff at the Museum were not in a position to manage and supervise a student for this project. It was suggested that Council's Parks Heritage Contract Manager, be asked if an intern from the University of Canterbury could be utilised to undertake research on the town's seawalls and if staff were available to supervise the project.

5. ACQUISITIONS AND DISPOSALS POLICY

Comments made at the September meeting had now been incorporated in the final version of the Acquisitions and Disposals Policy.

The Committee **resolved** to approve the amended Akaroa Museum Acquisitions and Disposals Policy, as reviewed at 28 November 2011.

6. RESEARCH AND ACCESS POLICY

The Committee considered the Draft Research and Access Policy, with associated Guidelines for Researchers.

The Committee **resolved** that the Policy, as presented, be adopted.

Staff were asked to place this document on the Council's website as it would be of benefit to researchers prior to them making enquiries at the Museum.

7. STATEMENT OF PURPOSE

The Committee was informed that staff wished to make an amendment to the existing Statement of Purpose to include reference to the activities of research and interpretation.

The Committee **resolved** to approve the Akaroa Museum Statement of Purpose as at 28 November 2011 as follows:

Akaroa Museum collects, preserves, researches, interprets, displays and otherwise makes available to the public, material and information relating to the natural and cultural heritage of Banks Peninsula.

The Committee **received** the Museum Director's report.

8. FRIENDS OF AKAROA MUSEUM (FOAM) - PRESIDENT'S UPDATE

The Committee received information as outlined in the President's update, circulated with the agenda.

The Committee **received** the report from the President of the Friends of Akaroa Museum.

9. CORRESPONDENCE

Nil.

10. COMMUNITY BOARD ADVISER'S UPDATE

Nil.

11. COMMITTEE MEMBERS' EXCHANGE OF INFORMATION

Specific mention was made of the following matters:

- Next meeting – Monday 26 March 2012
- Takamatua Blockhouse Historic Site – Funding of Interpretation Panel
The Committee **decided** to ask staff if any funding was available for an Interpretation Panel for the Takamatua Blockhouse Historic site.

- Cocksfoot Shed – Pigeon Bay
Members were informed that a Cocksfooters shed had been located on land in Pigeon Bay and it was suggested that an application for funding to the Parkinson Trust for fencing of the shed could be applied for if the property owner wished to fence the area.
- Elizabeth Haylock – Resignation
Ms Haylock informed members that she was retiring as the Friends of Akaroa Museum representative on the Akaroa Museum Advisory Committee from the beginning of 2012.

The meeting closed at 3.53pm.

STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Museum Advisory Committee meeting held on Monday 28 November 2011.

10. PROPOSED NEW LEASE – AKAROA BUTCHERY

General Manager responsible:	General Manager Corporate Services, DDI 941-8528
Officer responsible:	Angus Smith, Acting Corporate Support Unit Manager
Author:	Jeff Woodham, Leasing Consultant

PURPOSE OF REPORT

1. This report is submitted to the Akaroa Wairewa Community Board seeking recommendation to the Council for consideration and resolution on a proposal to enter into a new two-year lease with two rights of renewal of three years each with Akaroa Butchery and Deli (2011) Limited for the Council owned building at 67 Rue Lavaud, Akaroa also known as the Akaroa Butchery.

EXECUTIVE SUMMARY

2. The Akaroa Butchery is located on the BP Meats site as shown on the **attached** plan and has been leased to Akaroa Butchery Limited since the surrender of the lease by Purple Peak Development Limited in 2008. Akaroa Butchery Limited has sold its business and has requested an assignment of the lease to Akaroa Butchery and Deli (2011) Limited. The current lease expired on 15 September 2011 and the tenant has been holding over on a monthly tenancy since that time. An assignment is therefore not necessary; by agreement the current occupancy agreement can be terminated and a new lease entered into with the new tenant.
3. Council's Strategy and Planning Unit, through the General Manager, has suggested that in terms of future planning it would be appropriate to extend the occupancy to 2018.
4. Council has retained a clause in the lease giving 18 months' notice if the site was to be required for future development prior to the final expiry in September 2018.
5. The level of rent for this new lease has been considered and it is proposed that the annual rental is to remain at the current level of \$15,000 plus GST, insurance and rates.

FINANCIAL IMPLICATIONS

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

6. The lease revenues are in line with the LTP Budgets.

LEGAL CONSIDERATIONS

7. The Community Board does not have the delegated authority to authorise the granting of the proposed lease; that decision needs to be made by the Council. The Community Board does have powers to make recommendations to the Council

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

8. Yes, legal implications associated with the leasing of this property have been considered and a Draft Lease Agreement has been prepared by Council's Legal Services Unit.

ALIGNMENT WITH LTP AND ACTIVITY MANAGEMENT PLANS

9. An attractive and well designed city – protecting heritage buildings for future generations.

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

10. No.

ALIGNMENT WITH STRATEGIES

11. This site is one of the principal subjects of the *Akaroa Places and Spaces Plan 2011*. (Refer Section D: BP Meats Site Development)

Do the recommendations align with the Council's Strategies?

12. The lease provides a use for the site pending the finalisation of Council Strategy for the site.

CONSULTATION FULFILMENT

13. There is no requirement for statutory consultation to be carried out; however, consultation on the BP Meats site has been carried out through the *Akaroa Places and Spaces Plan* consultation.

BACKGROUND

14. The property is located at 67 Rue Lavaud, Akaroa.
15. The legal description is Part Rural Section 200 and comprised in Computer Freehold Register CB400/274 in the District of Canterbury.
16. Due to the sale of the business, the effect of earthquakes to the area and the slowness of trade the premises has been closed over the winter period. The incoming tenant opened on 1 October 2011.
17. Access to the property has not been restricted as a consequence of the 2010/2011 earthquake events.

THE OPTIONS

Option A

19. Do nothing – this option would leave Akaroa without the services of a butchers shop.

Option B

20. Recommend the issue of a new lease to Akaroa Butchery and Deli (2011) Limited with a final expiry of 15 September 2018.

THE PREFERRED OPTION

21. Option B.

STAFF RECOMMENDATION

It is recommended that the Akaroa Wairewa Community Board recommends to the Council that it:

- (a) Approves the entering into of a two year lease with two rights of renewal of three years each, with a final expiry of 15 September 2018 with Akaroa Butchery and Deli (2011) Limited over that part of the property as shown on Plan SM1704-01 being 267 square metres of Part Rural Section 200 Canterbury District, located at 67 Rue Lavaud, Akaroa at an annual rental of \$15,000 plus GST, rates and insurance.
- (b) Delegated authority be given to the Corporate Support Unit Manager to complete negotiations for the lease over the property located at 67 Rue Lavaud, Akaroa.

11. APPLICATION TO AKAROA/WAIREWA COMMUNITY BOARD 2011/12 DISCRETIONARY RESPONSE FUND

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

PURPOSE OF REPORT

1. The purpose of this report is for the Akaroa/Wairewa Community Board to consider an application for funding from its 2011/12 Discretionary Response Fund from the Akaroa Craft Group for \$120.

EXECUTIVE SUMMARY

2. In 2011/12, the total pool available for allocation for the Akaroa/Wairewa Discretionary Response Fund is \$17,980. The Discretionary Response Fund opens each year on 1 July and closes on 30 June the following year, or when all funds are expended.
3. The purpose of the Fund is to assist community groups where the project and funding request falls outside other council funding criteria and/or closing dates. This fund is also for emergency funding for unforeseen situations.
4. At the Council meeting of 22 April 2010, Council resolved to change the criteria and delegations around the local Discretionary Response Fund.
5. The change in criteria limited the items that the local Discretionary Response Fund does not cover to only:
 - (a) Legal challenges or Environment Court challenges against the Council, Council Controlled Organisations or Community Boards decisions;
 - (b) Projects or initiatives that change the scope of a Council project; and
 - (c) Projects or initiatives that will lead to ongoing operational costs to the Council.

Council also made a note that: *"Community Boards can recommend to the Council for consideration grants under (b) and (c)."*
6. Based on this criteria, the applications from the Akaroa Craft Group for a pronto lamp and extension cord is eligible for funding.
7. Detailed information on the application and staff comments are included in the **attached** Decision Matrix.

FINANCIAL IMPLICATIONS

8. There is currently (as at 1 December) \$12,954.06 remaining in the Board's 2011/12 Discretionary Response Fund.

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

9. Yes, see page 184 of the LTCCP regarding community grants schemes including Board funding.

LEGAL CONSIDERATIONS

10. There are no legal considerations.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

11. Aligns with LTCCP and Activity Management Plans, page 172 and 176

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

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

ALIGNMENT WITH STRATEGIES

13. Refer to the attached Decision Matrix.

CONSULTATION FULFILMENT

14. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Community Board approve a grant of \$120 from its 2011/12 Discretionary Response Fund to the Akaroa Craft Group for a pronto lamp and extension cord.

12. APPLICATION TO THE AKAROA/WAIREWA YOUTH DEVELOPMENT SCHEME FOR DYLAN GOLDSTONE.

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

PURPOSE OF REPORT

1. The purpose of this report is to present a request for Youth Development funding from Dylan Goldstone to the Akaroa/Wairewa Community Board from its 2011/12 Discretionary Response Fund .
2. There is currently a balance (as at 1 December) of \$12,954.06 remaining in the Board's Discretionary Response Fund.

EXECUTIVE SUMMARY

3. In 2011 the Akaroa/Wairewa Community Board decided not to allocate a specific Youth Development Scheme fund from the Strengthening Communities Fund as few requests for funding assistance had previously been received. Instead the Board's decision was to fund any applications for Youth Development funding from the Board's Discretionary Response Fund. In 2011/12 the total pool available for allocation for the Discretionary Response Fund is \$17,980.
4. The purpose of the Youth Development Scheme is to assist 12 to 20 year old individuals by supporting and providing some financial assistance towards activities which will provide personal development and growth and/or representation at events. These may include programmes such as providing leadership training, career development, extra curricular educational opportunities, and selection to represent a school or community team at a local, national or international event or competition.
5. Criteria for the Akaroa/Wairewa Youth Development Scheme include:
 - (a) projects must have obvious benefits for the young person and if possible the wider community;
 - (b) only one successful application per project per applicant each year;
 - (c) applicants should be undertaking other fundraising activities and not relying solely on Community Board support.
6. Dylan is 17 years old, lives with his family in Reynolds Valley and is a year 13 student attending Lincoln High School.
7. Dylan has been playing representative cricket starting as a 12 year old in the 2006/07 season.
8. He has won numerous awards, scored his first century as a 13 year old playing for East Christchurch Shirley men's third 11 team, and to date has scored 17 centuries in club or representative cricket.
9. Dylan plays cricket as a right hand top-order batsman and bowls right arm medium or orthodox spin. His latest achievements include being a member of Canterbury Cricket's elite Junior Academy Squad for both the 2009/10 and 2010/11 seasons; Top batting squad for winter training 2009/10 and 2010/11 with Canterbury Cricket; Canterbury U20 and Secondary School Teams as well as the Governor General's XI at the Willows.
10. Dylan has an opportunity to play under 18 representative cricket at both Canterbury Regional and National tournaments during the 2011/12 season and is requesting financial assistance with tournament fees.
11. He is goal focused and hopes to earn a cricket scholarship to Lincoln University; gain a place in the New Zealand U19 team for the World Cup in the 2011/12 season and to eventually become a professional cricketer. Apart from cricket Dylan enjoys fishing for recreation.

FINANCIAL IMPLICATIONS

12. There is currently (as at 1 December) \$12,954.06 remaining in the Board's 2011/12 Discretionary Response Fund.
13. Total cost for tournaments fees is \$810.50

Income		Expenditure	
Transport/Travel/accommodation -		Regional Tournament Fees	\$310.50
Covered by player		National Tournament Fees	\$500.00
Total	not stated	Total	\$810.50

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

14. Yes, see page 184 of the LTCCP regarding community grants schemes including Board funding.

LEGAL CONSIDERATIONS

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

15. There are no legal implications.

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:

- Increase participation in and awareness of community, recreation, sports, arts, heritage and environment groups.
- Foster collaborative responses to areas of identified need.
- Reduce or overcome barriers to participation.

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; Physical Recreation and Sports Strategy; Youth Strategy and Policy

CONSULTATION FULFILMENT

20. Not applicable.

STAFF RECOMMENDATION

- (a) It is recommended that the Akaroa/Wairewa Community Board allocate \$500 from the Discretionary Response Fund to the Youth Development Scheme.
- (b) It is recommended that the Akaroa/Wairewa Community Board agree to grant Dylan Goldstone \$500 from its 2011/12 Youth Development Scheme towards the cost of Regional and National representative cricket tournament fees.

13. APPLICATION TO THE AKAROA/WAIREWA YOUTH DEVELOPMENT SCHEME FOR JAMIE DALGLISH.

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

PURPOSE OF REPORT

1. The purpose of this report is to present a request for Youth Development funding from Jamie Dalglish to the Akaroa/Wairewa Community Board from its 2011/12 Discretionary Response Fund .
2. There is currently a balance (as at 1 December) of \$12,954.06 remaining in the Board's Discretionary Response Fund.

EXECUTIVE SUMMARY

3. In 2010/11 the Akaroa/Wairewa Community Board decided not to allocate a specific Youth Development Scheme fund from the Strengthening Communities Fund as few requests for funding assistance had previously been received. Instead the Board's decision was to fund any applications for Youth Development funding from the Board's Discretionary Response Fund. In 2011/12 the total pool available for allocation for the Discretionary Response Fund is \$17,980.
4. The purpose of the Youth Development Scheme is to assist 12 to 20 year old individuals by supporting and providing some financial assistance towards activities which will provide personal development and growth and/or representation at events. These may include programmes such as providing leadership training, career development, extra curricular educational opportunities, selection to represent a school or community team at a local, national or international event or competition.
5. Criteria for the Akaroa/Wairewa Youth Development Scheme includes:
 - (a) projects must have obvious benefits for the young person and if possible the wider community;
 - (b) only one successful application per project per applicant each year;
 - (c) applicants should be undertaking other fundraising activities and not relying solely on Community Board support.
6. Jamie is a 17 year old student attending St.Andrews College in Christchurch, lives with his family in Wainui, and has an opportunity to attend a 20 day Outward Bound 'Mind Body and Soul' course in January 2012.
7. Total cost for the course is \$3,754. Jamie has received a Ben Gough scholarship covering almost 50 per cent of this cost.
8. Jamie works at the Cheese Factory during school holidays and has also been plucking possum fur to help with the cost of the Outward Bound course.
9. He actively participates in his school life being a peer support mentor in the school's leadership programme to help year nine students assimilate in to the college, plays rugby during winter and aspires to gain a prefect position at the college.
10. Jamie's extra curricula activities include hunting, fishing, tramping, photography and painting. He has also completed his bronze and silver Duke of Edinburgh awards.

FINANCIAL IMPLICATIONS

11. There is currently (as at 1 December) \$12,954.06 remaining in the Board's 2011/12 Discretionary Response Fund.

12. Total cost for the course is \$3,754.

Income		Expenditure	
Scholarship	\$1,800.00	Travel/transport	\$ 154
Fundraising/savings	\$ 561.00	Course Costs	\$3,600
Lions Club/Rotary Club	pending		
Total	\$ 2,361 plus	Total	\$3,754

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

13. Yes, see page 184 of the LTCCP regarding community grants schemes including Board funding.

LEGAL CONSIDERATIONS

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

15. There are no legal implications.

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:

- Increase participation in and awareness of community, recreation, sports, arts, heritage and environment groups.
- Foster collaborative responses to areas of identified need.
- Reduce or overcome barriers to participation.

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

- (a) It is recommended that the Akaroa/Wairewa Community Board allocate \$500 from the Discretionary Response Fund to the Youth Development Scheme.
- (b) It is recommended that the Akaroa/Wairewa Community Board agree to grant Jamie Dalglish \$500 from its 2011/12 Youth Development Scheme towards the cost of attending an Outward Bound course in January 2012.

14. AKAROA/WAIREWA COMMUNITY BOARD – 2012 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 the adoption by the Board of its ordinary meeting dates from February to December 2012 inclusive.

EXECUTIVE SUMMARY

2. So 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 that the Board adopt a schedule of ordinary meetings for 2012.
3. The dates proposed assume that meetings of the Akaroa/Wairewa Community Board will generally continue with one Board meeting per month to be held in the third week of the month, commencing at 9.30am, and to be followed by a seminar if required. Meetings to alternate between the Little River Service Centre and the Akaroa Sport Complex in Akaroa.
4. The Board will recall that week three of each calendar month is assigned as 'community week' for Councillors where, as far as possible, Council meetings are not generally scheduled during that week so that Councillors have the opportunity to be active in the community in their representation role, including for community board business and activities. By agreeing to the dates for its 2012 meetings, the Board will contribute to week three again being utilised as a 'community week'.
5. At the time of writing this report the Council had not yet adopted its own schedule for 2012 meetings. If there are any developments relating to that schedule that could have an impact on this Board's schedule, the Board will be advised prior to consideration of this report.

FINANCIAL IMPLICATIONS

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

6. 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?

7. 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?

8. 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?

9. Not applicable.

CONSULTATION FULFILMENT

10. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Community Board consider adopting a schedule of ordinary meeting dates for 2012 to be held in the third week of the month, commencing at 9.30am, and to be followed by a seminar if required. Meetings to alternate between the Little River Service Centre and the Akaroa Sports Complex, as per the following schedule:

Wednesday 15 February 2012	Little River
Wednesday 14 March 2012	Akaroa
Wednesday 18 April 2012	Little River
Wednesday 16 May 2012	Akaroa
Wednesday 20 June 2012	Little River
Wednesday 18 July 2012	Akaroa
Wednesday 15 August 2012	Little River
Wednesday 19 September 2012	Akaroa
Wednesday 17 October 2012	Little River
Wednesday 14 November 2012	Akaroa
Wednesday 19 December 2012	Little River

15. AKAROA/WAIREWA COMMUNITY BOARD 2011/12 RECESS COMMITTEE

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 seek the Board's approval to put in place delegation arrangements for the making of any required decisions (including applications for funding) that would otherwise be dealt with by the Board, covering the period following its final scheduled meeting for the year on 14 December 2011 up until the resumption of its ordinary meetings in mid February 2012.

EXECUTIVE SUMMARY

2. In previous years it has been the Board's practice to resolve to provide delegated authority to a Recess Committee comprising the Board Chairperson and Deputy Chairperson (or their nominees from amongst the remaining Board members) to make any needed decisions on the Board's behalf, during the Christmas/New Year holiday period.

STAFF RECOMMENDATION

- (a) That a Recess Committee comprising the Board Chairperson and Deputy Chairperson (or their nominees from amongst the remaining Board members) be authorised to exercise the delegated powers of the Akaroa/Wairewa Community Board for the period following its ordinary meeting on 14 December 2011 up until the Board resumes normal business in mid February 2012.
- (b) That the application of any such delegation be reported back to the Board for record purposes.

16. SPARC RURAL TRAVEL FUND FOR BANKS PENINSULA

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

PURPOSE OF REPORT

1. To allocate within the Banks Peninsula area the funds from 2011/12 SPARC Rural Travel Fund.

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 and 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 school time. 'Local' for Banks Peninsula young people means travelling to other sub-unions such as Ellesmere, Waihora, Lincoln and further afield to participate in regular competitions, (**Attachment 1**).
3. For the 2011/12 funding round SPARC have allocated \$9,500(excluding GST) for the Banks Peninsula area. Lyttelton and Governors Bay, which have more than ten people per square kilometre, are not included.
4. Last year was to have been the last year that SPARC was going to allocate the grant to Christchurch City Council, but in the light of the earthquakes it has funded the Council for one more year and allowed the Council this year to be more flexible in the allocation of funds. The Council opened the allocation to schools that may have to travel further for sport and recreation due to earthquake damage but received no applications.
5. In October 2011 two advertisements were placed in the in the Akaroa Mail. The total cost of advertising was \$614. All past applicants and schools have been emailed the funding application guidelines and prominent leaders in the community have promoted the opportunity to sporting associations.
6. The closing date of grant applications was 5 November 2011.
7. Last year four organisations applied for and received funds, refer **Attachment 2**. All the organisations have returned their accountability reports.
8. This year four applications have been received. One each from Diamond Harbour Rugby Football Club, Banks Peninsula Rugby Football Club, Banks Peninsula Cricket Sub-Association and the Tai Tapu Netball Club. The Tai Tapu Netball Club has applied only for the 19 girls who reside in Banks Peninsula.

FINANCIAL IMPLICATIONS

9. The total amount available to distribute is \$9,181. This is the balance left from the \$295 carried forward from last year less the advertising costs. The total amount of funds requested this year is \$14,281.

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

10. Yes, the funding has been provided to Christchurch City Council from SPARC and is aligned to The Council's community grants scheme on page 187: "*community grants made on behalf of other organisations.*"

LEGAL CONSIDERATIONS

11. The Lyttelton/Mt. Herbert and Akaroa/Wairewa Community Boards have joint authority to allocate the annual SPARC Rural Travel fund for Banks Peninsula.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

12. This funding assists the Council to meet the community outcomes under Recreation on page 56 of the 2009-2019 LTCCP: - *"More people participate in physical and sporting activities."*

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

13. Yes, as above.

ALIGNMENT WITH STRATEGIES

14. The applications align with the Physical Recreation & Sport Strategy 2002, objective 4.1: *"Sports clubs and associations are meeting the needs of the public".*

CONSULTATION FULFILMENT

15. Not applicable

STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Community Board approves the staff recommendations contained in the Application Matrix. 2011/12 (**Attachment 3**).

17. BRIEFINGS

Nil.

18. COMMUNITY BOARD ADVISERS UPDATE

18.1 BOARD FUNDING BALANCES

A copy of the Board's funding balances as at 14 December 2011 is **attached** for members' information.

The Council resolved at its 10 November meeting to distribute the remaining Metropolitan Small Grants Fund 2011/12 (\$98,621), on a pro rata basis, amongst the eight Community Boards to distribute via their Discretionary Funds. The Akaroa/Wairewa Community Board received \$3,793.06 as its share of this, which has been added to the monies available for the Board to distribute through its Discretionary Response Fund.

18.2 NOVEMBER UPDATE ON LOCAL CAPITAL PROJECTS AND STRONGER CHRISTCHURCH INFRASTRUCTURE REBUILD TEAM UPDATE

The November update on Local Capital Projects is attached (**Attachment 1**) for members' information, along with an update from the Stronger Christchurch Infrastructure Rebuild Team (SCIRT), which is attached separately (**Attachment 2**).

18.3 CUSTOMER SERVICES REQUESTS – 1 SEPTEMBER 2011 TO 30 NOVEMBER 2011

The Customer Services Requests are **attached** for members' information.

18.4 CONSIDERATION OF LATE APPLICATIONS FOR NEIGHBOURHOOD WEEK FUNDING

At its meeting on 19 October the Board allocated \$850 of the total \$2,000 that had been set aside for the 2011 Neighbourhood Week funding, leaving a balance of \$1,150 unallocated.

The Board resolved to *"assign delegated authority to the Board Chairman and Deputy Chairman to consider any additional applications and allocate funding from the remaining funds"*.

Since that time the Board Chairman and Deputy Chairman considered applications as detailed on the **attached** matrix and decided on the following allocations:

Applicant	Event	Amount Allocated
Ian Warren	Ngaio Grove Neighbourhood BBQ	300.00
Allison Crow	Little Akaloa Community BBQ	50.00
Allison Crow	Parish Community Welcome to new Vicar	350.00
Joanne Cameron	Birdlings Flat Community BBQ evening & music	400.00
	TOTAL	\$ 1,100.00

19. ELECTED MEMBERS INFORMATION EXCHANGE

20. QUESTIONS UNDER STANDING ORDERS