

AKAROA/WAIREWA COMMUNITY BOARD AGENDA

WEDNESDAY 19 OCTOBER 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 – 14 September 2011**

The minutes of the Board's ordinary meeting of 14 September 2011 are **attached**.

STAFF RECOMMENDATION

That the minutes of the Board's ordinary meeting held on Wednesday 14 September 2011 be confirmed.

3. DEPUTATIONS BY APPOINTMENT

3.1 Grace Blair and Matthew Dickie

Grace Blair and Matthew Dickie wish to address the Board to report on their experiences at the Regional Beef-Lamb Competition in Auckland, which was partially funded through a grant from the board's Youth Development Fund.

4. PRESENTATION OF PETITIONS

5. NOTICES OF MOTION

6. CORRESPONDENCE

6.1 Julian Calcutt - Wasteline

Correspondence is **attached** from Julian Calcutt regarding providing a wheelie bin collection for Peninsula residents at present not receiving this service.

STAFF RECOMMENDATION

It is recommended that the Board receive this letter and forward it to staff for comment.

7. RESERVE MANAGEMENT COMMITTEES

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

- 7.1 Robinsons Bay Reserve Management Committee – 15 September 2011 (**attached**).
- 7.2 Duvauchelle Reserve Management Committee – 12 September 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:

- Robinsons Bay Reserve Management Committee – 15 September 2011.
- Duvauchelle Reserve Management Committee – 12 September 2011.

8. **AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE MINUTES – 1 SEPTEMBER 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 1 September 2011.

The meeting was attended by Committee members Stewart Miller, Victoria Andrews, John Davey, William Fulton, Lynda Wallace and Pam Richardson (Chairman, Akaroa/Wairewa Community Board). Also in attendance was Callum Bain from the Historic Places Trust.

1. APOLOGIES

An apology was received and accepted from Philip Kennedy.

2. APPOINTMENT OF CHAIRPERSON

The Community Board Adviser called for nominations for Chairperson.

Stewart Miller was nominated by Pam Richardson and seconded by Lynda Wallace.

The Committee **resolved** that it be recommended to the Akaroa/Wairewa Community Board that Stewart Miller be appointed as Chairperson of the Committee.

Committee member Stewart Miller then took the Chair.

3. MINUTES OF PREVIOUS MEETING

The committee **received** the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on 2 September 2010.

4. CORRESPONDENCE

4.1 OPUS – Akaroa Wharf Earthquake Damage Report

Information was provided to the Committee on emergency repairs to the Akaroa Wharf, necessitated after damage caused during the 4 September 2010 earthquake.

The Committee **decided** to ask staff to consider painting the steel plates a lighter colour to blend in with the wharf which would be less obvious than the black colour proposed.

5. PLANS TO CONSIDER

5.1 Two Storey Self Contained Unit – 13 Aylmers Valley Road

The applicants, Ross and Alison Ruddenklau and their architect, Mark Colthard, addressed the committee on the proposal to remove the existing skyline garage and utilise the site by erecting a new two storey self contained unit with a garage to accommodate a boat and accommodation above the garage, at 13 Aylmers Valley Road.

The committee was informed that the site is large enough to accommodate at least two dwellings under the District Plan. A protected Kowhai tree has been inspected by an arborist and the applicants advised that due to disease, the tree has a limited life. The tree will need to be removed at some stage. The wild Cherry tree on the corner of the site will remain.

The following concerns were discussed:

- Whether an additional unit would create parking problems in the vicinity of the hospital, and in particular, whether non compliances would be created in relation to the existing dwelling.
- The square design of the ground floor windows.
- That modern aluminium balustrading and glass may be incompatible with heritage values in the area and the design details of the proposed building.
- The danger that the building would dominate the streetscape, as it was so close to the boundary.

The following suggestions were also discussed:

- Relocating the building back one or two metres from street boundary
- "Stepping" roof line along streetscape to soften dominance of building.
- That a fence or planting along the boundary would break up the density of the building.
- Creating a step in the plan at the point of the two storey wall adjacent to William Street.
- A horizontal break might also be employed between the two levels of the building to provide further articulation as seen from William Street.

The applicants informed members that they felt the windows were in keeping with the scale of the building and the glass balustrade would have a powder coated aluminium frame. They were not in favour of the building being shifted away from the boundary as it would encroach on the existing house and impact on existing landscape plantings.

The meeting adjourned (11.15am) in order that members could visit the site.

The meeting reconvened at 12.05pm and following further discussion, members **agreed** that a consensus to form a decision could not be reached on this proposal in its current form. The Committee was satisfied with the design of the building, but could not accept its proposed location on the corner of the site at 13 Aylmers Valley Road. It was also noted that the proposal did not comply with several aspects of the Akaroa Design Guidelines, particularly the garage door facing the street and the dominance of the building in the overall streetscape. Members of the Committee were concerned that a precedent could be created should the dwelling be approved with the garage door facing the street in front of the dwelling.

The Committee was also concerned about excavation on the site and asked that staff remind the applicants that as a site with an occupational history predating 1900 it is an archaeological site. As such an authority is likely to be required from the Historic Places Trust for disturbance of the site.

5.2 Temporary Public Conveniences – Britomart Reserve

Members were informed that it was proposed to locate a temporary toilet block on the road reserve adjacent to the Britomart Reserve, over the summer season, to accommodate the expected increase in visitors because of the cruise ships visiting Akaroa.

The Committee made the following comments:

- Paint the building in grey/green tones to blend in with its surroundings, not red, white and blue
- Keep the design simple and make it smaller by removing the deck and awning
- Ensure that it is removed at the end of the season, by 1 June 2012
- Grass to be reinstated

6. COMMUNITY BOARD ADVISER'S UPDATE

6.1 Meeting Schedule 2011

The Committee **resolved** to adopt the following schedule for its meetings in 2011/12 with meetings being held only if there are plans or business to consider in that month.

Thursday 6 October 2011	10.30am	Akaroa Service Centre
Thursday 3 November 2011	10.30am	Akaroa Service Centre
Thursday 1 December 2011	10.30am	Akaroa Service Centre
Thursday 2 February 2012	10.30am	Akaroa Service Centre
Thursday 1 March 2012	10.30am	Akaroa Service Centre

7. COMMITTEE MEMBERS' EXCHANGE OF INFORMATION

Specific mention was made of the following matters:

- **Murray Kiely – Akaroa Wharf - Proposed Chiller**

Members were advised that the application by Murray Kiely to erect a chiller on the main Akaroa Wharf as presented to the September 2010 Committee meeting would not proceed, as he was unable to obtain a lease from the Council to occupy wharf space.

The meeting closed at 1pm.

STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on Thursday 1 September 2011.

9. AKAROA MUSEUM ADVISORY COMMITTEE MINUTES – 26 SEPTEMBER 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 26 September 2011.

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

Also in attendance was Lynda Wallace (Museum Director).

1. APOLOGIES

Apologies for absence were received and accepted from Lyndon Graham and Leigh Hickey.

2. MINUTES OF PREVIOUS MEETING

The committee **received** the minutes of the Akaroa Museum Advisory Committee meeting held on 27 June 2011.

3. PRESENTATION – ELIZABETH HAYLOCK

The presentation by Elizabeth Haylock to update the Committee on the Oral History Project being undertaken by the Friends of the Museum was deferred until the next meeting.

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
- Exhibitions
- Collections

It was reported that the Art Acquisition Committee membership had been finalised as follows:

Lynda Wallace – Museum Director
Jane Chetwynd – Friends of Akaroa Museum appointee
Peter Vangioni – Christchurch Art Gallery appointee
Steve Lowndes – Community Representative

- Projects
- Draft Akaroa Museum Acquisitions and Disposals Policy

Comments were made as follows:

- The Museum will not accept any items on loan, although items that have been previously loaned will remain on loan.
- Date to be noted on Policy.
- Item 8.7 'Return to the original owner' should be listed as first preferred method of disposal.
- Taonga and Repatriation – Guidance is being sought to complete the wording on these sections.
- Vision Statement – the Committee could consider formulation of a Vision Statement.

- A map of the geographical boundary covered by this policy should be included. Query regarding whether Lyttelton harbour and its settlements, including Rapaki, should be included.
 - A reference to the Code of Ethics should be included.
 - Reviews are carried out every five years but interim changes can be made.
 - It was clarified that there are no Council funds available for acquisitions mentioned in the Policy.
- The Research and Conservation Policy will come to the Committee in November.

The Committee **received** the report of the Museum Director and expressed thanks to both the Museum Director and the Collections Manager, for their work in compiling the Draft Akaroa Museum Acquisitions and Disposals Policy.

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

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

- Colonial Furniture Workshop to be held on 15 October 2011.
- Pelton Wheel
- Friends of Akaroa Museum AGM
- Financial Update
- Coming Events:
 - 7/8 January 2012 Antiques Fair to be held in the School Gymnasium.
 - 2012 Inside Out Garden Party, date to be confirmed.

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

6. CORRESPONDENCE

6.1 Victoria Andrews

Ms Andrews had written to the Committee acknowledging her time as the community representative on the Committee.

The Committee **received** the correspondence.

7. COMMUNITY BOARD ADVISER'S UPDATE

Nil.

8. COMMITTEE MEMBERS' EXCHANGE OF INFORMATION

Specific mention was made of the following matters:

- Public access to the Research Room of the Museum is now limited because of new security measures and is only available by appointment when Museum staff are in attendance.

It was **decided** to advise people of the new procedure through the Friends of Akaroa Museum networks and the Community Board newsletter.

- Community Board members had recently suggested that the location of historic gutters and sea walls should be identified and recorded, possibly through the Museum. It was suggested that an approach could be made to the History Department of the University of Canterbury for a student to research this project with funding possibly being provided from the Community Board's Discretionary Response Fund.

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- Pelton Wheel – It was reported that there is an historic brick drainage pipe going underground beneath the Recreation Ground, out to sea, which should be included in any historic database prepared as above.

The meeting closed at 3.50pm.

STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Museum Advisory Committee meeting held on Monday 26 September 2011.

10. CONSIDERATION OF APPLICATIONS FOR NEIGHBOURHOOD WEEK FUNDING

General Manager responsible:	General Manager Community Services, DDI 941-8607
Officer responsible:	Community Support Manager,
Author:	Mary O'Reilly, Community Engagement Adviser

PURPOSE OF REPORT

1. The purpose of this report is to consider applications for Neighbourhood Week funding and to set in place a process should any late applications need to be considered

EXECUTIVE SUMMARY

2. Local community groups, including residents' associations and neighbourhood support groups will be sent information inviting them to apply for the Neighbourhood Week Funding that has been set aside by the Board.
3. Neighbourhood Week is a dedicated week in which individuals and groups are encouraged to get together and get to know one another locally. Neighbourhood Week 2011 is to be held from 29 October – 6 November 2011. Applications for funding close on 9 September 2011.
4. A matrix outlining the applications and staff recommendations is **attached**.

FINANCIAL IMPLICATIONS

5. The Board has set aside \$2,000 from the Strengthening Communities Fund to assist individuals and groups to run events. It is not the intention of this funding to totally fund events. Those applying for funding are expected to partially resource events themselves either financially or through supply of materials.

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

6. Page 173 of the LTCCP under Community support – Strengthening communities and page 178 of the LTCCP under Community support – Community grants.

LEGAL CONSIDERATIONS

7. Under Council Standing Order 12.10 (Powers of Delegation), a sub committee may be appointed and given the power to act.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

8. Page 173 of the LTCCP under Community Support – Strengthening communities and page 178 of the LTCCP under Community support – Community grants.

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

9. As above.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

10. Funding for Neighbourhood Week activities aligns with the Council's Strong Communities strategic outcomes.

CONSULTATION FULFILMENT

11. Not applicable.

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STAFF RECOMMENDATION

It is recommended that the Board:

- (a) Consider the applications as set out in the **attached** matrix and allocate Neighbourhood Week funds accordingly.
- (b) Assign delegated authority to the Board Chairperson and Deputy Chairperson to consider any additional applications and allocate funding, should any funds remain.

11. BRIEFINGS

12. COMMUNITY BOARD ADVISERS UPDATE

12.1 BOARD FUNDING BALANCES

A copy of the Board's funding balances as at 19 October 2011 is **attached** for members' information.

12.2 SUBMISSION TO DRAFT REGIONAL LAND TRANSPORT STRATEGY 2012-2042

A copy of the Board's submission to the Draft Regional Land Transport Strategy 2012-2042 is **attached** for members' information.

12.3 SEPTEMBER UPDATE ON LOCAL CAPITAL PROJECTS

The September Update on Local Capital Projects is **attached** for members' information.

12.4 BOARD SUBMISSIONS

Submissions to the Canterbury Earthquake Authority's Draft Recovery Strategy for greater Christchurch close on 30 October 2011 and submissions on the Review of Local Authority Remuneration Setting close on 10 November 2011.

As the Board does not meet formally again until after the above dates (16 November) it is recommended that a delegation be made to the Board Chairman to approve any submissions the Board may wish to make on these documents.

STAFF RECOMMENDATION

That the Board Chairman be delegated authority to approve the Board's submission to the Draft Recovery Strategy for greater Christchurch and the Board's submission to the Review of Local Authority Remuneration Setting.

13. ELECTED MEMBERS INFORMATION EXCHANGE

14. QUESTIONS UNDER STANDING ORDERS