

**AKAROA/WAIREWA COMMUNITY BOARD
AGENDA**

WEDNESDAY 14 SEPTEMBER 2011

AT 9:30 AM

**IN THE LITTLE RIVER SERVICE CENTRE
4238 CHRISTCHURCH-AKAROA ROAD.
LITTLE RIVER**

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

Community Board Adviser
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1. **APOLOGIES**

2. **CONFIRMATION OF MEETING MINUTES**

2.1 **Extraordinary Board Meeting – 29 August 2011**

The minutes of the Board's extraordinary meeting of 29 August 2011 are **attached**.

STAFF RECOMMENDATION

That the minutes of the Board's extraordinary meeting held on Monday 29 August 2011 be confirmed.

3. **DEPUTATIONS BY APPOINTMENT**

3.1 **Steve Lowndes**

Mr Lowndes wishes to address the Board regarding two issues:

- Dental Services in Akaroa
- Damage to the Bruce Bridge (on Beach Road crossing Aylmers Stream)

3.2 **Little River Wairewa Community Trust**

Stuart Wright-Stow, on behalf of the Trust, wishes to present to the Board, a landscaping proposal for a piece of Council land in Little River.

3.3 **Dave Dennis - Parapro**

Mr Dennis from Parapro wishes to speak to the Board regarding a request to use the Akaroa Recreation Ground as a landing area for paragliders.

4. **PRESENTATION OF PETITIONS**

5. **NOTICES OF MOTION**

6. **CORRESPONDENCE**

7. **RESERVE MANAGEMENT COMMITTEES**

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

- 7.1 Robinsons Bay Reserve Management Committee – 17 March 2011 (**attached**).
- 7.2 Awa-iti Reserve Management Committee – 2 June 2011 (**attached**).
- 7.3 Awa-iti Reserve Management Committee – 4 August 2011 (**attached**).
- 7.4 Duvauchelle Reserve Management Committee – 8 August 2011 (**attached**).
- 7.5 Okains Bay Reserve Management Committee – 9 August 2011 (**attached**).
- 7.6 Pigeon Bay Reserve Management Committee – 30 July 2011 (**attached**).
- 7.7 Stanley Park Reserve Management Committee – 17 August 2011 (**attached**).

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

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STAFF RECOMMENDATION

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

- Robinsons Bay Reserve Management Committee – 17 March 2011
- Awai-iti Reserve Management Committee – 2 June 2011
- Awa-iti Reserve Management Committee – 4 August 2011
- Duvauchelle Reserve Management Committee – 8 August 2011
- Okains Bay Reserve Management Committee – 9 August 2011
- Pigeon Bay Reserve Management Committee – 30 July 2011
- Stanley Park Reserve Management Committee – 17 August 2011

8. REVIEW OF DELEGATIONS TO COMMUNITY BOARDS

General Manager responsible:	General Manager Regulation and Democracy Services
Officer responsible:	Legal Services Manager
Author:	Vivienne Wilson, Solicitor and Chris Gilbert, Legal Services Unit Manager

PURPOSE OF REPORT

1. The purpose of this report is to submit to each Community Board, for review, the current delegations from the Council. The current delegations are set out in **Attachment A and Attachment B**.

EXECUTIVE SUMMARY

2. On 9 June 2011, the Council resolved to delegate to Community Boards the matters set out in Attachment A. However, the Council also resolved that the Community Boards be asked to review the delegations and bring them back to the Council by November 2011.
3. This report sets out the terms of the current delegations to Community Boards. Each Community Board is asked to review the current delegations and identify any issues they may have with the current provisions.

LEGAL CONSIDERATIONS

4. The Local Government Act 2002 provides that "... for the purposes of efficiency and effectiveness in the conduct of a local authority's business, a local authority may delegate to a committee or other subordinate decision-making body, community board, or member or officer of the local authority any of its responsibilities, duties, or powers" except for certain specified responsibilities, duties and powers. The Council is also able to impose any conditions, limitations or prohibitions on any delegations it may make.
5. The Local Government Act 2002 also provides that the Council must consider whether or not to delegate to a Community Board if the delegation would enable the Community Board to best achieve its role.
6. Section 52 of the Act defines the role of Community Boards as follows:
 - (a) *represent, and act as an advocate for, the interests of its community; and*
 - (b) *consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board; and*
 - (c) *maintain an overview of services provided by the territorial authority within the community; and*
 - (d) *prepare an annual submission to the territorial authority for expenditure within the community; and*
 - (e) *communicate with community organisations and special interest groups within the community; and*
 - (f) *undertake any other responsibilities that are delegated to it by the territorial authority.*
7. The Act provides that once a delegation has been made by the Council to a Community Board then that Board is legally able to make a decision within the delegations as if it were the Council itself. This means that decisions made by a Community Board within the delegations legally bind the Council. If a matter or issue does not fall within these delegations, as a default position, a decision on that matter or issue is one for the Council itself.
8. The Act provides that the Council itself cannot rescind or amend a decision made by a Community Board made under delegated authority. However, the Council can at any time amend or revoke a delegation so as to apply any future decisions.

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

9. Yes. The delegations comply with the Local Government Act 2002.

CONSULTATION FULFILMENT

10. Staff from the Legal Services Unit discussed the delegations with the chairs of each Community Board on 22 July 2011 at the Community Board Chairperson's Forum. The Chairs raised a number of issues in relation to delegations set out below. Comments on those issues follow immediately after:

- (a) *From time to time, Community Boards would like the opportunity to make, on their own account, submissions on notified resource consent hearings.* **Comment:** Following legal advice, the Council's position is that Community Boards are not able to make submissions on notified resource consent hearings on their own account unless this power has been delegated to them. The delegations currently provide that Community Boards have the power to make submissions on behalf of the Council, on applications for resource consents, to other territorial authorities or the Canterbury Regional Council, where the application is of particular concern to the local community.
- (b) *Thought needs to be given to the role of Community Boards following the earthquakes, ie Suburban Recovery Planning.* **Comment:** At the 23 June meeting of Council, the Council considered a report outlining a proposed Suburban Centres programme. The aim of the Suburban Centres programme of work is to assist in the recovery and rebuild of earthquake damaged commercial centres through: assisting with planning, design and transport related matters; facilitating discussions with property owners and commercial ventures; and providing contact details for other agencies. The work programme consists of two streams of work:
- masterplans for the larger, more damaged centres; and
 - case management for smaller centres

Prior to taking the 23 June report to Council, the Community Boards were individually consulted on the proposed work to ensure they were aware of this initiative and to provide an opportunity for discussion. Their feedback was sought on whether the centres identified in their area should be treated as masterplans or through case management.

There will be further opportunities for community involvement in the masterplan process. Each masterplan will have an approximately five month project design phase involving community and stakeholder engagement. The project aims to provide the stakeholders (including businesses, community groups and local residents) with information and an opportunity to engage and partake in the rebuild of centres. The process for developing each masterplan includes focus group discussions with key stakeholders, technical workshops, public meetings and elected member presentations. The outputs include an agreed vision and masterplan for each centre, together with an implementation plan.

- (c) *With respect to the Hagley/Ferrymead Community Board, could there be some explanation / justification for the approach of not permitting the Board to exercise its delegated functions in the Central City Area.* **Comment:** the Community Board delegations under the heading of "Roads, Parks and Leases" do not apply to that part of the Hagley/Ferrymead Community Board area situated within the "Central City Area" marked on the plan (Plan A) attached. Delegations for those "Roading and Parks issues" in that "Central City Area" are to be exercised by the Council with reports on those matters coming directly to the Council. Prior to the earthquakes in 2010 and 2011, the rationale for this approach was that the central city area was of metropolitan significance to the well-being and growth of the city as a whole. (This is currently recognised in the City Plan, the Central City Revitalisation Strategy and the Greater Christchurch Urban Development Strategy.) There was therefore a need to both consider issues within this area on a city-wide basis and to be able to respond without undue delay. It was considered that it would quicken the process for dealing with central city issues if matters went directly to the Council without first proceeding to the Board.

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- (d) *The Community Boards would like to be involved at much earlier stage with respect to proposed Council works in reserves in their local areas. This relates to maintenance, renewals and capital projects. Comment:* The delegations currently provide that Community Boards have the powers of the Council (except the hearing of submissions/objections) in relation to preparation, review and change of management plans for reserves. Under section 41 of the Reserves Act 1977, management plans are to provide for and ensure the use, enjoyment, maintenance, protection, and preservation, as the case may require, and, to the extent that the administering body's resources permit, the development, as appropriate, of the reserve for the purposes for which it is classified. Management plans must also incorporate and ensure compliance with the principles set out in section 17, section 18, section 19, section 20, section 21, section 22, or section 23, as the case may be, of the Reserves Act for a reserve of that classification. .

At present, reserve management plans are not in place for all reserves in the district, or some reserve management plans are at a high level. As reserve management plans are prepared or reviewed, there is scope for the plans to provide in more detail for proposed works. However, capex and opex expenditure are considered as part of the Annual Plan and Long Term Plan processes. Recent management plans have indicated that developments mentioned in the plans are dependent on the Long Term Plan process.

- (e) *Boards have the responsibility to make submissions on the Annual Plan. Six years ago, it was the practice for Boards to have input into the draft of the Annual Plan before it was consulted on. Can that be specified in the delegations? Comment:* There is a very tight timeframe each year for the preparation of the Annual Plan. It would be difficult to build in extra time for Community Boards to comment on the draft Annual Plan before it is signed off by the Council to start the formal consultation process. Once the special consultative procedure starts, Community Boards are able to participate fully in making a submission and providing quality feedback to the Council on the draft Annual Plan. It is acknowledged that under section 52(d) of the Local Government Act 2002, the role of Community Boards includes preparing an annual submission to the Council for expenditure within the community. However, it is considered that this role is ordinarily provided for in the current Annual Plan process.
- (f) *With abundance of local Reserve Management Committee on the peninsula, there is the opportunity when reserve planning takes place to involve all stakeholders – the Council, the Community Board and land owners. In general a clearer pathway is needed for consultation. Comment:* The Community Boards have specific delegated powers for local projects but not all local projects. This means that not all local projects will be referred to Community Boards for a decision. However, there is scope within the current delegations dealing with reserves and reserve management plans for discussions about reserve planning in the future, as discussed at paragraph (d) above.
- (g) *When matters are considered in public excluded before the Community Board, Board members are subsequently excluded from the public excluded part of the meeting when the matter comes before Council. Could this be clarified? Comment:* As you will be aware, under section 48 of the Local Government Official Information and Meetings Act 1987, the Council (and Community Boards) may by resolution exclude the public from the whole or any part of the proceedings of any meeting only on one a number of specified grounds. Under section 48(5), any such resolution may provide for one or more specified persons to remain after the public has been excluded if that person, or persons, has or have, in the opinion of the local authority, knowledge that will assist the authority. Section 48(6) states that the resolution must state the knowledge possessed by that person or those persons which will be of assistance in relation to the matter to be discussed and how it is relevant to that matter. It would be open to the Council to resolve that members of a Community Board may stay in the public excluded part of the meeting if this is appropriate.

11. The comments from each Community Board will in due course be reported back to the Council. It is anticipated that before the Council considers the report with the Community Board comments there will be a workshop between the Councillors and Community Board members.

STAFF RECOMMENDATION

It is recommended that the Community Board:

- (a) Consider each of its current delegations and indicate whether it would like to see any amendments.

BACKGROUND (THE ISSUES)

12. After each local authority election, it is the practice of the Council to reconsider and resolve the delegations it makes to the Community Boards. Following the disruption caused by the earthquakes on 4 September 2010 and 22 February 2011, the Council delegated various responsibilities, duties and powers to the Community Boards on 9 June 2011. However, the Council also resolved that the Community Boards be asked to review the delegations and bring them back to the Council by November 2011.
13. It should be noted that even though the Council did not resolve the delegations until 9 June 2011, the previous delegations continued in force over that period. There was no question that, in the interim, the Boards acted without delegated authority.
14. The current delegations, as set out in **Attachment A**, cover a wide range of matters, including financial delegations, roads, sale of liquor, resource management, parks, leases and other miscellaneous matters. There are some specific provisions relating to the Hagley/Ferrymead Community Board, the Lyttelton/Mt Herbert Community Board, and the Akaroa/Wairewa Community Board.
15. It should be noted that it has been the Council's procedure for many years that any exercise of the Board delegations must be within any policies or standards set by the Council. So if the Council has resolved a particular position then it is not open to a Community Board to make a decision which conflicts with that Council position.
16. Experience has also shown it is not feasible to write delegations which cover every permutation of a subject. The question may arise as of whether a matter falls within a Board's delegated authority.
17. To assist in these situations a decision on whether or not a Board has delegated authority on a particular matter will be a matter for joint decision by the General Manager, City Environment (as most matters are considered to be delegated are operational issues that fall within that group) and the General Manager Regulation and Democracy Services Manager. This is provided for in **Attachment A**.
18. Where there is a matter outside a Board delegation, such as a metropolitan facility which has a city wide impact but is situated in a particular Community Board area, and where the Board historically has taken an interest in the activities on that facility within their community, the issue has been addressed in the following way: a report on a particular matter involving the metropolitan facility is forwarded to the Community Board for comment before referring the final report to Council.
19. Following the report to Council on 9 June 2011, it has come to the attention of staff that there are some further delegations that have been made by the Council to Community Boards that have not been reflected in **Attachment A**. These delegations relate to the Council's Road Stopping Policy and are set out in **Attachment B**. The road stopping delegations were made on 9 April 2009 and are still in force. However, it would be desirable for these delegations to be contained in the Council's Delegation Register with the other delegations.

THE OBJECTIVES

20. The purpose of the review is to provide an opportunity for each Community Board to consider and comment on their current set of delegations with respect to any issues that they may have.

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THE OPTIONS

21. There are two options;

Option 1 – consider the current set of delegations but provide no comments.

Option 2 - consider the current set of delegations and provide comments to the Council with respect to any issues the Board may have.

THE PREFERRED OPTION

22. The preferred option is option 2. The Council has expressed a desire for the Community Boards to review their current delegations and provide feedback to the Council.

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9. BRUCE TERRACE – PROPOSED NO STOPPING RESTRICTIONS AND P3 PARKING RESTRICTION

General Manager responsible:	General Manager City Environment DDI 941 7305
Officer responsible:	Transport and Greenspace Manager
Author:	Mark Miller, Senior Traffic Engineer, Traffic Operations

PURPOSE OF REPORT

1. The purpose of this report is to seek the Board's approval that No Stopping Restrictions and a P3 Parking Restriction be installed on the north east side of Bruce Terrace.

EXECUTIVE SUMMARY

2. The Council Traffic Operations Team has received requests from the Akaroa School and NZ Police that an investigation be undertaken into parking restrictions in Bruce Terrace and Rue Jolie at Akaroa Area School. The investigation has resulted in some adjustments to the parking management in Bruce Terrace and relocation of the bus stop on Rue Jolie. Please refer to **Attachment One**.
3. In 2004, resource consent was granted for the Akaroa schools to be combined and situated on one site. This increased the school roll by 38 pupils and resulted in additional buildings on site and additional traffic to the site.
4. The resource consent conditions included one for additional parking in the vicinity of Selwyn Avenue in conjunction with the new gymnasium, library and theatre; one requiring that three parking spaces be provided for staff parking in Bruce Terrace; and one for a bus pull-in and parking bay to be created in Rue Jolie.
5. The school has provided the three parking spaces in Bruce Terrace and is progressing development of the bus pull-in and parking bay on school land (Council is assisting by providing the design and specifications) in Rue Jolie. The additional parking in Selwyn Avenue is being discussed with Council's Capital Projects team and is not being addressed in this report.
6. The parking issues in Rue Jolie are due to the parents of school children reducing the street to one lane by illegally using the present ("school bus only") bus stop and no stopping restriction area along the school boundary as a drop off zone. This will be addressed when the condition of the resource consent is met by providing the bus pull-in and parking bay. In the meantime enforcement is required to keep two lanes available for traffic.
7. To address the issues in Bruce Terrace at the beginning and end of the school day it is proposed to install two no stopping restrictions – one at the intersection with Rue Jolie to increase visibility for traffic exiting Bruce Terrace and a second across the school entrance to keep this area clear for school pedestrian traffic. A P3 parking restriction operating between 8.15 - 9.15 am and 2.30 - 3.30pm school days only, is proposed southeast of the school entrance to allow parents to drop off and pick up children.

FINANCIAL IMPLICATIONS

8. The estimated cost of this proposal is approximately \$1,000.

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

9. The installation of road markings and signs is within the LTCCP Streets and Transport Operational Budgets.

LEGAL CONSIDERATIONS

10. Part 1, Clause 5 of the Christchurch City Council Traffic and Parking Bylaw 2008 provides Council with the authority to install parking restrictions by resolution.

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11. The Community Boards have delegated authority from the Council to exercise the delegations as set out in the Register of Delegations. The list of delegations for the Community Boards includes the resolution of parking restrictions and Traffic Control Devices.
12. The installation of any parking restriction signs and or markings must comply with the Land Transport Rule: Traffic Control Devices 2004.

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

13. As above.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

14. Aligns with the Streets and Transport activities by contributing to the Council Community Outcomes-Safety and Community.

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

15. As above.

ALIGNMENT WITH STRATEGIES

16. The recommendations align with the Council Strategies including the Parking Strategy 2003, Pedestrian Strategy 2001, Road Safety Strategy 2004 and the Safer Christchurch Strategy 2005.

Do the recommendations align with the Council's Strategies?

17. As above.

CONSULTATION FULFILMENT

18. A consultation letter and plan explaining the proposed changes was sent out in October 2009 to the Akaroa Area School Principal and Board of Trustees, Akaroa Police, and the adjoining property owners in Bruce Terrace
19. Akaroa Police have no objections to the proposal for Bruce Terrace but do have concerns about existing traffic congestion caused by the reduction in traffic lanes in Rue Jolie for approximately an hour at the end and beginning of the school day. This issue will be addressed when the conditions of the resource consent are met with the school bus bay relocated.
20. The proposal had been discussed with the Akaroa Area School Principal prior to the letter being sent and at that time the school was agreeable to the proposed restrictions. No reply to the consultation letter has been received from the school or the Board of Trustees, but they have been in discussion with the Council's Capital Projects team and have raised no objections during those discussions about the Bruce Terrace proposals.
21. The adjoining property owners are developing their site and have had issues with vehicles parking across their entrance way. They support the changes proposed at the school but do have concerns about the bus that parks on the south west side of the street, limiting the parking for school parents.
22. The officer in Charge-Parking Enforcement agrees with this recommendation.

STAFF RECOMMENDATION

It is recommended that the Akaroa Wairewa Community Board approve:

- (a) The revocation of all parking restrictions on the east side of Rue Jolie between Selwyn Avenue and Bruce Terrace as and when the ("school bus only") Bus Stop is relocated onto school property.

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- (b) That the stopping of vehicles be prohibited at any time on the north east side of Bruce Terrace commencing at its intersection with Rue Jolie (south) and extending in a south easterly direction for a distance of 6 metres.
- (c) That the stopping of vehicles be prohibited at any time on the north east side of Bruce Terrace commencing at a point 35 metres south east of its intersection with Rue Jolie (south) and extending in a south easterly direction for a distance of 9.5 metres.
- (d) That the parking of vehicles be restricted to a maximum period of three minutes on the north east side of Bruce Terrace commencing at a point 44.5 metres south east of its intersection with Rue Jolie (south) and extending in a south easterly direction for a distance of 10 metres. This restriction is to apply from 8.15am to 9.15am and 2.30pm to 3.30pm, School Days Only.
- (e) That the stopping of vehicles be prohibited at any time on the east side of Rue Jolie (South) commencing at the southern kerbline of Selwyn Avenue and extending in a southerly direction to the northern kerbline on Bruce Terrace as and when the ("school bus only") bus stop is relocated onto school property.

10. APPLICATION TO THE YOUTH DEVELOPMENT SCHEME FROM GRACE BLAIR AND MATTHEW DICKIE

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

PURPOSE OF REPORT

1. The purpose of this report is to present two requests for Youth Development funding from Grace Blair and Matthew Dickie to the Akaroa/Wairewa Community Board from its 2011/12 Discretionary Response Fund .
2. There is currently a balance of \$14,511 remaining in the Board's Discretionary Response Fund.

EXECUTIVE SUMMARY

3. The Akaroa/Wairewa Community Board decided not to establish a Youth Development Fund for 2011/12, preferring to consider 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 12-20 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. The previous criteria for the Akaroa/Wairewa Youth Development Scheme, when the Board had a dedicated fund, included:
 - (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. Grace is a Year 11 student and Matthew a Year 10 student at Akaroa Area School.
7. Both students won first place in their sections at the "Beef – Lamb Competition" at CPIT in June. Both are travelling to Auckland to represent Canterbury and their School in the Regional finals on 3 October 2011.
8. The write-up in the Akaroa Area School's Student paper, "The Echo" reported that Grace's success was down to her overall flavour combinations and style of working. The judges commended Grace on being an extremely well organised and efficient young cook and her flavours went together beautifully. Grace also won her Canterbury section in 2010.
9. For Matthew the judges said he had a real passion for cooking and on the day worked calmly and showed excellent food safety and cookery techniques.
10. Grace and Matthew have support from their school and the wider community in Akaroa. The community have provided prizes for a raffle and the Akaroa Cooking School is supporting both Grace and Matthew's fundraising activities by having them make their award winning burgers at the Cooking School to sell. Air fares for the trip to Auckland have been sponsored.
11. Grace and Matthew work outside of school hours in local hospitality businesses. Both also play competitive sport for local clubs.

FINANCIAL IMPLICATIONS

12. There is currently \$14,511 in the Board’s Discretionary Response Fund. Individually it will cost them \$890.00 for their trip to Auckland.

Income		Expenditure	
Airfares x 2	\$320	Airfares @ \$160 x 2	\$320
Fundraising x 2	not yet known	Travel/transport @ \$200 x 2	\$400
		Accommodation @ \$470 x 2	\$940
		Competition Cost & Ingredients	
		@ \$60 x 2	\$120
Total	\$320 plus	Total	\$1,780

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

13. Yes page 184

LEGAL CONSIDERATIONS

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

14. Yes, there are no legal implications.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

15. Aligns with LTCCP and Activity management Plans pages 172 and 176 of the LTCCP.

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

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

ALIGNMENT WITH STRATEGIES

17. 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?

18. Strengthening Communities Strategy.

CONSULTATION FULFILMENT

19. Not applicable.

STAFF RECOMMENDATION

- (a) It is recommended that the Akaroa/Wairewa Community Board allocate \$600 from the Discretionary Response Fund to the Youth Development Scheme.
- (b) It is recommended that the Akaroa/Wairewa Community Board agree to grant Grace Blair and Matthew Dickie \$300 each from its 2011/12 Youth Development Scheme towards the cost of their trip to the Regional Beef – Lamb Competition in Auckland.

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11. **BRIEFINGS**

12. **COMMUNITY BOARD ADVISERS UPDATE**

12.1 **BOARD FUNDING BALANCES**

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

12.2 **CUSTOMER SERVICES REQUESTS – 1 MAY 2011 TO 31 AUGUST 2011**

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

13. **ELECTED MEMBERS INFORMATION EXCHANGE**

14. **QUESTIONS UNDER STANDING ORDERS**