

**AKAROA/WAIREWA COMMUNITY BOARD
AGENDA**

WEDNESDAY 18 JULY 2012

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 – 20 June 2012

The minutes of the Board's ordinary meeting of 20 June 2012 are **attached**.

STAFF RECOMMENDATION

That the minutes of the Board's ordinary meeting held on Wednesday 20 June 2012 be confirmed.

3. DEPUTATIONS BY APPOINTMENT
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 Okains Bay Reserve Management Committee – 10 April 2012 (**attached**)
- 7.2 Duvauchelle Reserve Management Committee – 14 May 2012 (**attached**)
- 7.3 Duvauchelle Reserve Management Committee – 9 June 2012 (**attached**)
- 7.4 Pigeon Bay Reserve Management Committee – 17 June 2012 (**attached**).

The above minutes may need to be confirmed by the Committees at their next meeting.

STAFF RECOMMENDATION

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

- Okains Bay Reserve Management Committee – 10 April 2012
- Duvauchelle Reserve Management Committee – 14 May 2012
- Duvauchelle Reserve Management Committee – 9 June 2012
- Pigeon Bay Reserve Management Committee – 17 June 2012

8. AKAROA MUSEUM ADVISORY COMMITTEE – 25 JUNE 2012

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 25 June 2012.

The meeting was attended by Committee members, Pam Richardson (Chairman), Lyndon Graham, Leigh Hickey, David Miller and Jim Sunckell.

Also in attendance was Lynda Wallace (Museum Director).

1. APOLOGIES

Nil.

2. MINUTES OF PREVIOUS MEETING

The committee **received** the minutes of the Akaroa Museum Advisory Committee meeting held on Monday 26 March 2012.

3. PRESENTATION

Nil

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:

- Closure of the Museum
The Museum Director updated the Committee on the recent closure of the Museum to the public, following receipt of the Detailed Engineering Evaluation (DEE) on the Museum buildings.
- Visitor numbers
- Exhibitions
Members were informed that due to the closure of the Museum, exhibitions would not be taking place unless other venues could be utilised. It was likely that different exhibitions could be staged around the town, using non-collection display items.
- Collections
Members were informed that the new storage area could still be occupied and many of the collections would need to be stored there. The protocol for the removal of Maori artefacts would also need to be undertaken.
- Upcoming Events
Members noted that the events itemised in the Museum Director's Update would now be held at the Akaroa Sports Complex.

The Committee **received** the report.

5. 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.

6. CORRESPONDENCE

Nil.

7. COMMUNITY BOARD ADVISER'S UPDATE

7.1 Elizabeth Haylock

The Committee **received** the letter of thanks from Elizabeth Haylock.

7.2 Akaroa Whale Pots

The Committee **received** information on the maintenance and conservation of the whale trypts on the Beach Road frontage.

7.3 Britomart Memorial, Greens Point

The Committee expressed some concern at the state of the inscription on the Britomart Memorial, which had faded significantly and was now difficult to read.

8. COMMITTEE MEMBERS' EXCHANGE OF INFORMATION

Nil.

The meeting closed at 3.25pm

STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Museum Advisory Committee meeting held on Monday 25 June 2012.

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

General Manager responsible:	General Manager, Community Services, DDI 941-8607
Officer responsible:	Unit Manager Community Support
Assessment undertaken by:	Sue Grimwood, Strengthening Communities Adviser

PURPOSE OF REPORT

1. The purpose of this report is to provide the Akaroa/Wairewa Community Board with details and recommendations on Discretionary Response Fund applications from Elected Members to the 2011-12 fund, as follows:
 - (a) Banks Peninsula Returned Services Association (RSA) for \$150
 - (b) Akaroa/Wairewa Community Health Committee for \$500
 - (c) Restore and Rebuild Conference for
 - Akaroa District Promotions - \$200
 - Little River Wairewa Community Trust - \$370
 - (d) Pawsons Valley Stream Group for \$500
 - (e) Little River Wairewa Community Trust for \$100
 - (f) Community Board for \$424.06

EXECUTIVE SUMMARY

2. In 2011/12, the total budget available for allocation in the Akaroa/Wairewa Discretionary Response Fund is \$12,799. Further funding of \$3,793 has been added to this amount as a result of an under spend from the Metropolitan Small Grants Fund, along with \$5,181 of unspent funding from 2010/2011, making a total of \$21,773 to be allocated in the current financial year. 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 fall 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 these criteria, the Board's applications, as detailed below, are eligible for funding.

7.

Group	Purpose	Amount
Banks Peninsula RSA	To cover the cost of the Piper at the 2012 ANZAC Day service.	\$ 150.00
Akaroa Wairewa Community Health Committee	Administration and Advertising.	\$ 500.00
Akaroa District Promotions	Restore and Rebuild Conference – representative attendance.	\$ 200.00
Little River Wairewa Community Trust	Restore and Rebuild Conference – representatives (2) attendance.	\$ 370.00
Pawsons Valley Stream Group	For weed control and protective gloves while developing Pawsons Valley Stream riparian margins.	\$ 500.00
Little River Wairewa Community Trust	Friday 13 th “Zombie Party” for children in Little River	\$ 100.00
Community Board	Christmas Lights/decorations for Akaroa and Little River Towns.	\$ 424.06
	TOTAL	\$2,244.06

FINANCIAL IMPLICATIONS

8. There is currently \$2,244.06 remaining in the Board’s 2011/12 Discretionary Response Fund.
9. The Board requested a report to provide them with options and recommendations for allocating the \$2,244.06 which was unable to be provided for the June Board meeting. The Manager, Strategic Initiatives, in consultation with the Accounts Department has approved the accrual of the remaining funds in the Akaroa/Wairewa Discretionary Response Fund for Board Members’ approval at the Board’s 18 July 2012 meeting.

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

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

LEGAL CONSIDERATIONS

11. There are no legal considerations.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

12. 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?

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

ALIGNMENT WITH STRATEGIES

14. Yes, Strengthening Communities Strategy.

CONSULTATION FULFILMENT

15. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Community Board

- (a) Approve a grant of \$150 to the Banks Peninsula RSA as a contribution towards the cost of the Piper at the 1012 ANZAC Day service.
- (b) Approve a grant of \$500 to the Akaroa/Wairewa Community Health Committee as a contribution towards administrative costs.
- (c) Approve a grant of \$200 to Akaroa District Promotions as a contribution towards attendance at the Restore and Rebuild conference.
- (d) Approve a grant of \$370 to the Little River Wairewa Community Trust as a contribution towards attendance at the Restore and Rebuild conference.
- (e) Approve a grant of \$500 to the Pawsons Valley Stream Group as a contribution towards the riparian area planting project.
- (f) Approve a grant of \$100 to the Little River Wairewa Community Trust as a contribution towards the children's "zombie party".
- (g) Approve a grant \$424.06 as a contribution towards Christmas lights/decorations for Akaroa and Little River.

10. APPLICATION TO AKAROA/WAIREWA COMMUNITY BOARD 2012/13 DISCRETIONARY RESPONSE FUND – OKAINS BAY MAORI AND COLONIAL MUSEUM

General Manager responsible:	General Manager, Community Services, DDI 941-8607
Officer responsible:	Unit Manager Community Support
Assessment undertaken by:	Sue Grimwood, Strengthening Communities Adviser

PURPOSE OF REPORT

1. The purpose of this report is for the Akaroa/Wairewa Community Board to consider an application for funding from its 2012/13 Discretionary Response Fund from the Okains Bay Maori and Colonial Museum for \$600 towards the cost of Maori costumes for the Okains Bay School children.

EXECUTIVE SUMMARY

2. In 2012/13, the total budget available for allocation in the Akaroa/Wairewa Discretionary Response Fund is \$12,799. 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 application from the Okains Bay Maori and Colonial Museum for Maori Costumes for Children is eligible for funding.
7. Detailed information on the application and staff comments are included in the attached Decision Matrix. (**Attachment 1**)

FINANCIAL IMPLICATIONS

8. There is currently \$12,799 remaining in the Board's 2012/13 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 \$600 from its 2012/13 Discretionary Response Fund to the Okains Bay Maori and Colonial Museum for Maori Costumes for Okains Bay School Children.

11. AKAROA/WAIREWA COMMUNITY BOARD STRENGTHENING COMMUNITIES FUNDING 2012/13 ALLOCATIONS

General Manager responsible:	General Manager Community Services, Ph 941-8607
Officer responsible:	Unit Manager Community Support
Author:	Nicola Martin, Grants Adviser

PURPOSE OF REPORT

1. The purpose of this report is for the Akaroa/Wairewa Community Board to allocate the Akaroa/Wairewa Strengthening Communities Fund for 2012/13.

EXECUTIVE SUMMARY

2. This report provides information to Community Board Members on the applications received for the Strengthening Communities Fund.
3. The total pool available for allocation in 2012/13, as outlined in the LTCCP, is \$29,865. There are no pre-existing commitments. Applications totalling \$117,296 were received. Current staff recommendations total \$29,865.
4. Attached (**Attachment 1**) is a decision matrix, which outlines the projects that funding is being sought for. Following staff collaboration meetings, staff have ranked all projects as either Priority 1, 2, 3 or 4 and have made recommendations as to funding.
5. The Akaroa/Wairewa Community Board Funding Workshop on 20 June 2012 provided Community Board Members the opportunity to go through the applications received in order to clarify any issues or questions about applications.
6. The Akaroa/Wairewa Community Board has put forward one project as Key Local Project in 2012/13 amounting to \$43,950. This has been recommended for funding from the Metropolitan Funding Pool.

FINANCIAL IMPLICATIONS

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

7. 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?

8. 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?

9. 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?

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

CONSULTATION FULFILMENT

11. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Community Board give consideration to the projects detailed in the attached decision matrix and approve allocations from the Akaroa/Wairewa Community Board Strengthening Communities Funding for 2012/13.

BACKGROUND

Strengthening Communities Strategy

12. 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 Projects Fund
 - (c) Discretionary Response Fund
 - (d) Community Organisations Loan Scheme
13. For detailed information on the Strengthening Communities Strategy's Outcomes and Priorities, please see **Attachment 2**. The specific criteria for the Strengthening Communities Fund is also attached, as **Attachment 3**.

The Decision Matrix

14. Information on the projects is presented in a Decision Matrix, attached as Attachment 1. To ensure consistency, the same Decision Matrix format and presentation has been provided to the Metropolitan Funding Committee and all Community Boards.
15. Applications are project-based; information is provided that relates specifically to the project for which funding is being sought, not the wider organisation.
16. All applications appearing on the Decision Matrix have been assigned a Priority Rating. The Priority Ratings are:
 - Priority 1** Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
 - Priority 2** Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
 - Priority 3** Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
 - Priority 4** Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities; or Insufficient information provided by applicant (in application and after request from Advisor); or Other funding sources more appropriate. Not recommended for funding.
17. Staff have used the following criteria to determine whether an application is a Priority One:
 - Impact the project has on the city
 - Reach of the project
 - Depth of the project
 - Value for Money
 - Best Practice
 - Innovation
 - Strong alignment to Council Outcomes and Priorities
 - Noteworthy leverage or partnership/match funding from other organisations or government departments.

18. The matrix was presented to the Board at a workshop on 20 June 2012, no decisions were made at the workshop. The purpose of the workshop was to enable the Board and staff to discuss the projects, clarify any issues and seek further information, if necessary.

Key Local Projects

19. Each Board may nominate Key Local Projects (KLPs) in its area that are put forward to the Metropolitan Funding Committee for consideration for metropolitan funding.
20. The Akaroa/Wairewa Community Board has put forward one project as a Key Local Project in 2012/13. Council makes KLP decisions on 13 July 2012.
21. This KLP is:

Name of Group and Project	Amount Recommended
Akaroa Resource Collective Trust (<i>Akaroa Community Building Resilience Project</i>)	\$43,950

Timeline and Process

22. 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 2012 with the provision of a signed funding agreement.

12. BRIEFINGS

12.1 AKAROA MUSEUM DIRECTOR

The Akaroa Museum Director will update the Board on Museum activities, particularly the recent closure of the Museum to the public, following receipt of the Detailed Engineering Evaluation (DEE) on the Museum buildings.

12.2 AKAROA CRUISE SHIP SEASON

Caroline Blanchfield (Christchurch and Canterbury Tourism) and John Revell (Contracts Manager Urban Parks) will give a presentation to the Board on the upcoming Cruise Ship season.

13. COMMUNITY BOARD ADVISERS UPDATE

13.1 BOARD FUNDING BALANCES

A copy of the Board's 2011//2012 funding balances as at 18 July 2012 is **attached** for members' information.

13.2 BANKS PENINSULA WATER MANAGEMENT ZONE COMMITTEE

Minutes of the Banks Peninsula Water Management Zone Committee meeting held on 15 May 2012 are **attached** for members' information. The attachments to these minutes can be viewed at www.ccc.govt.nz – The Council – Meetings, agenda & minutes – schedule, agenda and minutes – May.

13.3 MAY UPDATE ON LOCAL CAPITAL PROJECTS AND STRONGER CHRISTCHURCH INFRASTRUCTURE REBUILD TEAM UPDATE

The June update on Local Capital Projects has been circulated directly to Board members, along with an update from the Stronger Christchurch Infrastructure Rebuild Team (SCIRT).

13.4 LOCAL EARTHQUAKE RECOVERY CO-ORDINATION (LERC)

The Community Board Adviser will update the Board.

14. ELECTED MEMBERS INFORMATION EXCHANGE

15. QUESTIONS UNDER STANDING ORDERS