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**SHIRLEY/PAPANUI COMMUNITY BOARD  
18 APRIL 2007**

**A meeting of the Shirley/Papanui Community Board  
was held on Wednesday 18 April 2007 at 4.00 pm  
in the Boardroom, Papanui Service Centre**

**PRESENT:** Yvonne Palmer (Chairperson), Myra Barry, Bill Bush, Graham Condon, Megan Evans and Norm Withers.

**APOLOGIES:** An apology for absence was received and accepted from Ngaire Button.

An apology for lateness was received and accepted from Norm Withers, who arrived at 4.03pm and was absent for clauses 3 and 9.

Graham Condon retired at 4.45pm and was absent for clause 2.1.

The meeting adjourned at 4.40pm and reconvened at 4.45pm.

The Board reports that:

**PART A – MATTERS REQUIRING A COUNCIL DECISION**

**1. KAPUATOHE HISTORIC RESERVE: DISESTABLISHMENT OF THE MANAGEMENT COMMITTEE**

<b>General Manager responsible:</b>	General Manager, Community Services Group, DDI 941-8534
<b>Officer responsible:</b>	Manager, Community Support Unit
<b>Author:</b>	Roger Cave, Community Engagement Adviser

**PURPOSE OF REPORT**

1. The purpose of this report is to seek the Council's agreement to:
  - (a) The disestablishment of the Kapuatohe Historic Reserve Management Committee and, as a consequence, termination of the appointment of the two existing Council appointees to that Committee.
  - (b) The delegation to the Shirley/Papanui Community Board of the Council's power to appoint a representative to work and liaise with the Belfast District Museum Trust, a newly incorporated charitable trust incorporated under the Charitable Trusts Act 1957.

**EXECUTIVE SUMMARY**

2. Pursuant to the Management Plan prepared for the Kapuatohe Historic Reserve at Belfast, the management of the Reserve, including the Belfast Museum, has until very recently been the responsibility of the Kapuatohe Historic Reserve Management Committee.
3. The Council has, for many years, appointed two members to represent the Council on the Kapuatohe Historic Reserve Management Committee.
4. The management of the Kapuatohe Historic Reserve, and many associated matters, has been the subject of a number of seminars held by the Shirley/Papanui Community Board during the latter part of 2005 and in 2006. As a result, it has been agreed that the existing Management Plan for the Reserve, dating from 1992, will be rewritten by the Council under the Reserves Act 1977 and that the Kapuatohe Historic Reserve Management Committee will be disestablished.

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5. The Transport and Greenspace Unit of the Council has now assumed responsibility for the management of the reserve (with the exception of the Belfast Museum) in place of the Kapuatohe Historic Reserve Management Committee. Whilst the Transport and Greenspace Unit now has overall responsibility for the reserve, there are also a number of other business units of Council involved with the reserve. A crofter's cottage and schoolhouse building are now managed by the City Housing Unit and the Community Engagement Unit (through the Papanui Service Centre) providing administrative support on an ongoing basis.
6. The Legal Services Unit has reviewed the documents recording the establishment of the Kapuatohe Historic Reserve Management Committee and has advised that when it was established originally in 1980 it was not established as a subcommittee of the then Waimairi District Council, but rather appears to have been constituted as an unincorporated association of individuals only to which various organisations, including the Council, were to appoint representatives. Therefore the Committee will need to disestablish itself.
7. However, it is considered appropriate for the Council to officially agree to the disestablishment of the Kapuatohe Historic Reserve Management Committee and to consequently end the appointment of its two representatives on that Committee.
8. In addition, the stand-alone Belfast Museum which operates on the reserve is to administered by the Belfast District Museum Trust, a newly incorporated charitable trust incorporated under the Charitable Trusts Act 1957.
9. The Belfast District Museum Trust has agreed that the Council could appoint a representative to act in a liaison capacity with its board. It is proposed that the Shirley/Papanui Community Board be delegated authority by the Council to appoint such a representative to work and liaise with the Belfast District Museum Board on the basis that such representative shall be a member of the Shirley/Papanui Community Board.

**FINANCIAL IMPLICATIONS**

10. There are no financial implications related to this request. No fees were payable to members for attending meetings, nor were any specific administrative costs incurred by the Papanui Service Centre in the carrying out of their agreed responsibilities; these were covered by the Management Budget for Community Engagement .

**Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?**

11. As noted in paragraph 10, there are no financial/budgetary considerations associated with the requested outcome.

**LEGAL CONSIDERATIONS**

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

12. The Legal Services Unit has reviewed the documents recording the establishment of the Kapuatohe Historic Reserve Management Committee and has advised that when it was established originally in 1980 it was not established as a subcommittee of the then Waimairi District Council, but rather appears to have been constituted as an unincorporated association of individuals only to which various organisations, including the Council, were to appoint representatives. Therefore the Committee will need to disestablish itself.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

13. Pages 94 (City Development) and 106 (Cultural and Learning Services) of the LTCCP.

**Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?**

14. As above.

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**ALIGNMENT WITH STRATEGIES**

15. Strong Communities.

**Do the recommendations align with the Council's strategies?**

16. Yes.

**CONSULTATION FULFILMENT**

17. Discussed with the Shirley/Papanui Community Board, Council officers, and the previous Management Committee.

**STAFF RECOMMENDATIONS**

That the Board recommend that the Council resolve to:

- (a) Agree to the disestablishment of the Kapuatohe Historic Reserve Management Committee.
- (b) Terminate the appointment of Yvonne Palmer and Myra Barry as Council representatives on the Kapuatohe Historic Reserve Management Committee consequent upon the disestablishment of that Committee with effect from the date of such disestablishment.
- (c) Agree to delegate the power of appointment to the Shirley/Papanui Community Board of a representative to liaise and work with the Belfast District Museum Trust Board from time to time, provided that such representative shall always be an elected member of the Shirley/Papanui Community Board and shall hold office at the pleasure of the Shirley/Papanui Community Board or until they shall earlier resign.

**BOARD'S RECOMMENDATION**

That the staff recommendations be adopted and Graham Condon be appointed as the Board's representative on the Belfast District Museum Trust Board.

**PART B - REPORTS FOR INFORMATION**

**2. DEPUTATIONS BY APPOINTMENT**

**2.1 NORTH WEST MENTORING TRUST**

Malcolm Falloon, Chairperson of the North West Mentoring Trust, updated the Board on its activities in the Shirley/Papanui community.

The Board **received** the information.

**3. PETITIONS**

Nil.

**4. REPORT OF THE SHIRLEY/PAPANUI COMMUNITY BOARD'S YOUTH DEVELOPMENT FUND COMMITTEE**

The Board **received** the report of its Youth Development Committee which met on 4 April 2007.

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**5. UPDATE OF BOARD FUNDS**

The Board **received** an update of its 2006/07 Discretionary, SCAP, Sport and Recreation and Youth Development Funds.

**6. UPDATE FROM COMMUNITY BOARD PRINCIPAL ADVISER**

The Board **received** an update on current issues from its Principal Adviser.

**7. CORRESPONDENCE**

The following correspondence was tabled:

- Letter from Christchurch Beautifying Association regarding graffiti
- Letter from ECan regarding Local Government Commission's Determination on ECan's representation review
- Emails from Dave Johnson regarding Brookland Residents' Association Annual General Meeting
- Response from Housing Unit regarding lack of telephone at Manse Place.

The Board **received** the correspondence and requested that it be acknowledged and forwarded to the appropriate staff for response where appropriate.

**8. MEMBERS' QUESTIONS**

Nil.

**PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD**

**9. CONFIRMATION OF MEETING REPORT – 4 APRIL 2007**

It was **resolved** that the report of the Board's meeting of 4 April 2007 be confirmed as a true and accurate record of that meeting.

**10. KNOWLES STREET (CRANFORD STREET-JAMESON AVENUE) STREET RENEWAL PROJECT**

The Board's approval was sought to proceed to final design, tender and construction of the Knowles Street (Cranford Street- Jameson Avenue) Street Renewal Project.

The Board **resolved** to:

- (a) Grant approval for the proposal shown in attachment 1 of the agenda (TP186801) to proceed to final design, tender and construction.
- (b) Approve the following parking restrictions:

**New No Stopping Restrictions:**

- (i) That the stopping of vehicles be prohibited at any time in the following locations:
  - On the east side of Cranford Street, commencing at its intersection with Knowles Street and extending 26 metres in a northerly direction.
  - On the east side of Cranford Street, commencing at its intersection with Knowles Street and extending 21 metres in a southerly direction.

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- On the north side of Knowles Street, commencing at a point 124.5 metres east of its intersection with Cranford Street and extending 13 metres in an easterly direction.
- On the south side of Knowles Street, commencing at a point 124.5 metres east of its intersection with Cranford Street and extending 13 metres in an easterly direction.
- On the north side of Knowles Street, commencing at the intersection with Cranford Street and extending 16 metres in an easterly direction.
- On the south side of Knowles Street, commencing at the intersection with Cranford Street and extending 16 metres in an easterly direction.
- On the north side of Knowles Street, commencing at its intersection with Jameson Avenue and extending 16 metres in a westerly direction.
- On the south side of Knowles Street, commencing at its intersection with Jameson Avenue and extending 16 metres in a westerly direction.
- On the north side of Knowles Street, commencing at its intersection with Jameson Avenue and extending 16 metres in an easterly direction.
- On the south side of Knowles Street, commencing at its intersection with Jameson Avenue and extending 16 metres in a easterly direction.
- On the east side of Jameson Avenue, commencing at its intersection with Knowles Street and extending 20 metres in a northerly direction.
- On the west side of Jameson Avenue, commencing at its intersection with Knowles Street and extending 20 metres in a northerly direction.
- On the east side of Jameson Avenue, commencing at its intersection with Knowles Street and extending 20 metres in a southerly direction.
- On the west side of Jameson Avenue, commencing at its intersection with Knowles Street and extending 20 metres in a southerly direction.

**11. NOTICES OF MOTION**

The Board considered the following Notices of Motion pursuant to Standing Order 2.16.1:

- (i) *Courtenay Street*  
That the Board request advice from the Transport and Greenspace Unit (by way of an information memo) as to whether any funding is currently available in either the 2007/08, 2008/09 or 2009/2010 budgets; and if so, what work is the funding allocated for.

Moved by Yvonne Palmer, seconded by Graham Condon.

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- (ii) *National Community Board Conference, Manukau and Auckland, 7-9 June 2007*  
That an urgent report be provided to the Board to enable it to fund the attendance of Ross Banbury (Papanui Youth Trust) and Ann Kennedy (Shirley Community Trust) as community representatives at the above conference.

Moved by Yvonne Palmer, seconded by Myra Barry.

The Board **resolved** that the Notices of Motion be adopted.

The meeting concluded at 5.19pm.

**CONFIRMED THIS 2ND DAY OF MAY 2007**

**YVONNE PALMER  
CHAIRPERSON**