



## Christchurch City Council

# AKAROA-WAIREWA COMMUNITY BOARD AGENDA

WEDNESDAY 5 DECEMBER 2007

9.30 AM

LITTLE RIVER SERVICE CENTRE

**Community Board:** Stewart Miller (Chairman), Bryan Morgan (Deputy Chairperson), Claudia Reid, Pam Richardson and Eric Ryder

**Community Board Adviser**

Liz Carter

Phone 941 5682 DDI

Email: [liz.carter@ccc.govt.nz](mailto:liz.carter@ccc.govt.nz)

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1. **APOLOGIES**

2. **CONFIRMATION OF MEETING REPORT – 5 NOVEMBER 2007**

The report of the Board's ordinary meeting (*both open and public excluded sections*) of 5 November 2007 is circulated.

**STAFF RECOMMENDATION**

That the report of the Board's ordinary meeting held on 5 November 2007 be confirmed.

3. **DEPUTATIONS BY APPOINTMENT**

3.1 **BI-MONTHLY POLICE REPORT**

A member of the Akaroa Police will attend the meeting.

4. **PRESENTATION OF PETITIONS**

5. **CORRESPONDENCE**

5.1 **RON PETERSEN**

**Attached** is a letter from Ron Petersen, requesting that signs be erected at Birdlings Flat to prevent occurrences of people shooting from the lake edge.

**STAFF RECOMMENDATION**

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

5. 12. 2007

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ATTACHMENT TO CLAUSE 5.1

Christchurch City Council  
Akaroa Administration Centre

**To Akaroa /Wairewa Community Board**

**Attention: Liz Carter**



**Hi Liz**

**Would you please channel this request for discussion to the correct: department/members/meeting to allow it to be tabled and discussed at the next Community Board meeting.**

**Thank you**

**Ron Petersen**

A handwritten signature in cursive script, appearing to read "Ron Petersen".

**Email: [lorona@xtra.co.nz](mailto:lorona@xtra.co.nz)**

Akaroa /Wairewa community Board  
Christchurch City Council

October 20<sup>th</sup> 2007

**Small settlement zone** Birdlings flat.

Land owners /residents on the lake edge of lake Wairewa (Forsyth) at Birdlings Flat hereby request that signs be erected in the concerned area to prevent any reoccurrence of the disturbing display of shooting of water fowl within the **Small settlement zone area** which occurred on Saturday 20<sup>th</sup> October 2007 at 3.50pm of Labour weekend .

**History.**

1977 it was agreed by local shooters along with residents on the lake edge that there would be no shooting within this area .The present area was agree upon with the consideration.

1. With the build up of permanent residents.
2. With the use of this area by holiday visitors and reasonable safe use by children.
3. Hand made signs were erected and have been in place for many years at the present locations with the knowledge of the then Wairewa County Council.

**PREVENTION**

Police have been called to attend three incidents involving discharging of firearms within the past 6 months , two within the last month involving in this area of concern.

" readable signage "should reduce police calls to attend such incidents. Comments were made by the attending police officer Lyell Prior that clear signage should be posted to prevent further infringements.

The present signage has long seen better years ,has become unreadable and request replacement signs with the wording (refer to separate sheet) or simular.

**Proposed wording for signs**  
**Separate sheet**

**No 1 and No 2 (draft type) or simular.**

Page 2

No 1 sign. (as per draft) or similar

To be placed at the boundary fence line at the far northern end of the Small Settlement zone and replace the old sign facing the boat shed building. (up the lake) near the lake edge

No 2 sign. (as per draft) or similar.

To be erected at the power pole near the present lake opening at the sea end of the lake or at the car park area along with other signage.

**Recommendation**

***That the Community Board receive , view and discuss this request as an urgent priority and forward our request the Christchurch City Council Parks and Reserves Department to provide enforcement signage to the area .***

**I am prepared to attend a meeting should it be required to present this request on behalf of the signatories**

**I am prepared to erect the signs or help Council staff with location should material be provided by Council.**

**R.M.Petersen  
18 Lake Terrace Road  
Birdlings Flat  
Little River**



**Phone :03 3290881**

**Email: [lorona@xtra.co.nz](mailto:lorona@xtra.co.nz)**

**Encl: draft type wordings for signs, MAP of area, Signatories.**

## **PROPOSED WORDING FOR SIGNAGE**

Sign 1.

**NO SHOOTING PAST THIS POINT**  
**"Small settlement zone"**

On lake or lake edge to the sea.

(size of sign 700mmx700mm)

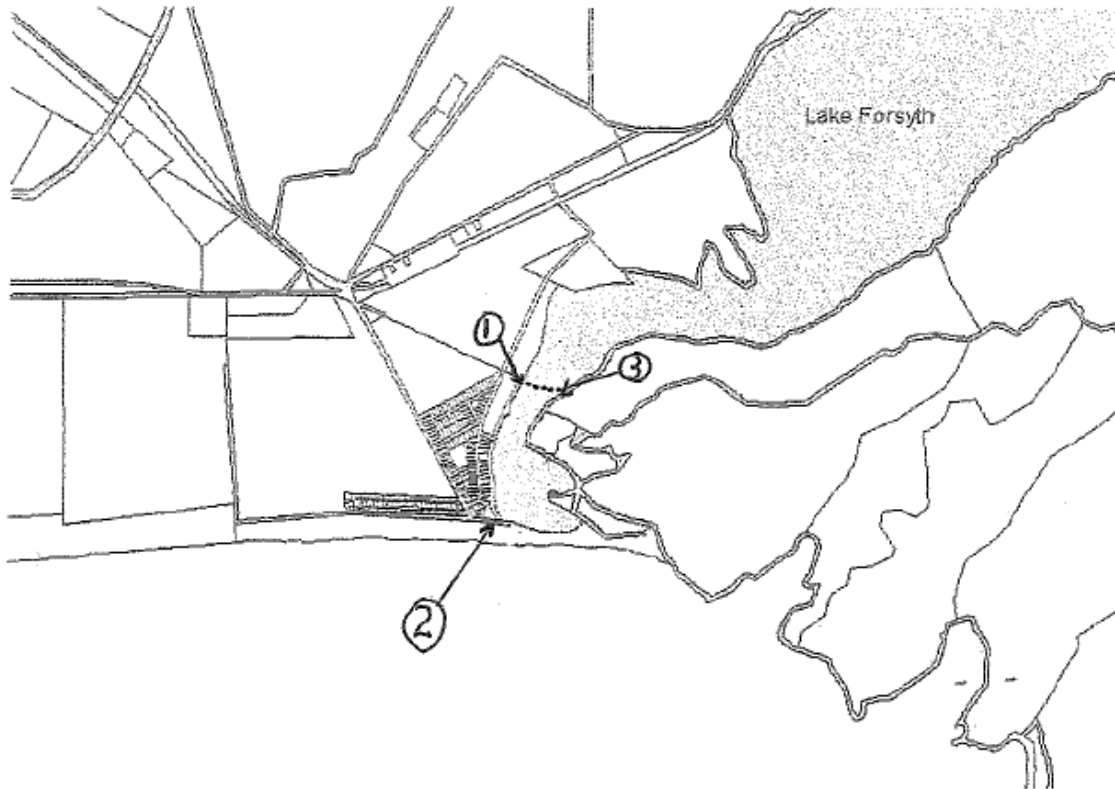
Sign 2.

**NO SHOOTING IN THIS AREA**  
**"small settlement zone"**

From sea frontage to boundary fence past  
Last house within small settlement zone

On lake or lake edge.

(size of sign 400mmx400mm)



**No1            Notice No 1            to be erected at this point**

**No 2            Notice no 2            to be erected in this area**

**No 3    - - - - - imaginary line from boundary to other  
   Side of lake to include lake edge  
   The lake to sea.**



**Signatories of**

Lake frontage and concerned property owners  
Residing at Birdlings Flat.

Ron and Lorna Petersen

18 Lake Terrace Road

name Sue Morrow 40 Lake Terrace

John Beyles 36 lake terrace

Esther Phillips 37 Lake Terrace Rd

Glyn Phillips 37 LAKE TERRACE RD.

Fiona Wetherill 21 Lake Terrace Rd.

Ross Stewart 16 Lake Terrace Road.

Dick LeCompte 16 Lake Terrace Road.

HEATH BROWN 6 LAKE TERRACE Rd

KENNETH FEA 30 Lake Terrace Rd.

ELIZA PURVES 30 Lake Terrace Rd.

Dated

Labour weekend 2007.

**Signatories of**

Lake frontage and concerned property owners  
Residing at Birdlings Flat.

Ron and Lorna Petersen 18 Lake Terrace Road  
Ron Petersen Lorna Petersen  
name Lorna Petersen R-D-Petersen #11

Matt Daffin 26 Lake Terrace Rd.

Lisa Daffin Lisa Daffin " " " "

Frances Wick F.W. Wick 63 Waitaka St.

Pennis Wick P.W. Wick " " "

RANDAL WOOD . 20 LAKE TERRACE RD.

KERRY SKIPPER 31 LAKE TERRACE RD.

Gary Smith 23 Lake Terrace Rd

Val Smith 23 Lake Terrace Rd.

Steve Howman 40 Lake Terrace Rd.

Dated Labour weekend 2007.

**Signatories of**

Lake frontage and concerned property owners  
Residing at Birdlings Flat.

Ron and Lorna Petersen

18 Lake Terrace Road

name Maxine Smith 48 Lake Terrace Rd.

Steve Roskiley 48 Lake Terrace Rd.

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Dated

Labour weekend 2007.

**5.2 R.W. MARTIN**

**Attached** is a letter from R.W. Martin, (forwarded from The Mayor) requesting that the Council consider including the name *Port Louis-Philippe* into the name of Akaroa

**STAFF RECOMMENDATION**

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



**CHRISTCHURCH**  
CITY COUNCIL • YOUR PEOPLE • YOUR CITY

**Office of the Mayor**

**COPY FOR YOUR  
INFORMATION**

1 November 2007

Mr R W Martin  
12 Surrey Street  
Solway  
**MASTERTON 5810**

Dear Mr Martin

Thank you for your letter regarding the naming of Akaroa. I agree that it is very important to celebrate our past.

Akaroa means "long bay" which I always think is very appropriate to the area, however, for a short time it was called Port Louis-Philippe after the French King of the time.

I have raised the idea of using the name Akaroa/Port Louis Philippe on an earlier occasion, and I am forwarding your letter to the Akaroa/Wairewa Community Board so that they can discuss your suggestion to incorporate Port Louis-Philippe into the name of Akaroa.

Thank you again for taking the time to write to me.

Yours faithfully

Bob Parker  
**MAYOR**

12 Surrey Str  
Solway  
Masterton 5810  
19.10.07

The Mayor and Councillors  
Christchurch.

Dear Council,

22 OCT 2007

Akaroa - the French name for it - in tandem!

I dare say the French settlers to Akaroa had their own name to the settlement, just like the other French names in the area eg. Duvauchelles and Le Bons Bay. So, what was it and why should it not go on the Town Billboard(s) along with Akaroa in Parenthesis? Like Aoraki / Mt. Cook. I don't think there would be much objection and the concessional gain in publicity and gesture to France, to name two, would be endearing and profitable. Words are powerful far beyond their size and as the main point of not to be fledgling, French settlement hopes, in our country, I think the framing of their name there would be a tangible and lasting tribute to the unique character they brought and left to Akaroa, with charm. Hoping the N.Z. Public at large are not so bigoted and narrow minded, that a well warranted exception could not be made here! After all, English History (our own background) will show that British and French (Saxons and Scandinavians too) are but close 1st Cousins.

Our Language bears huge witness. Inform your decision to the French ambassador as I put my proposal to him also.

Yours faithfully,  
R.W. Martin  
(R.W. Martin) Mr.

PS: In similar vein, if Christchurch is truly trying to claim authentic English lineage and imagery (and why not), some well known grassed/garden area should be renamed "A Common" as in our mother country! Even a "Stray" too, as in the Garden City Harrogate (Yorks).

**5.3 RURAL CANTERBURY PRIMARY HEALTH ORGANISATION**

**Attached** are two letters from the RCPHO requesting:

- Nomination or renomination from Council for a community representative on the RCPHO Board
- That the Board extend the term for the Board's current representative (Steve Lowndes) for at least six months

**STAFF RECOMMENDATION**

It is recommended that the Board receive these letters and consider the requests when considering appointments under Item 9 on this agenda.

5. 12. 2007

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ATTACHMENT TO CLAUSE 5.3

*13/11*  
*hisa*

**RURAL CANTERBURY**  
Primary Health Organisation  
Te Roopu Hauora Matua O Waitaha Taiwhenua

24 October 2007

25 OCT 2007

Bob Parker  
Mayor  
Christchurch City Council  
PO Box 237  
CHRISTCHURCH

Dear Mr Mayor

**COMMUNITY REPRESENTATION ON RURAL CANTERBURY PRIMARY HEALTH ORGANISATION BOARD**

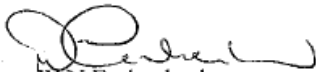
Following our recent letter of 15 October seeking nomination or re-nomination of community representation on the RCPHO Board, the recent Board meeting held on 23 October requested that the following request be conveyed to TLA's.

It was resolved that Councils be requested to extend the current member's (Steve Lowndes) term, for at least six months, to enable both your Council and our Board to work through the process of retaining knowledge and skills. The representative on the RCPHO Board does not necessarily have to be a Council member and therefore the incumbent could continue to provide community representation.

The RCPHO has a new Independent Chair, Allan Marriott, as of 23 October 2007 and felt that it would be helpful if the Board composition was retained for six months so that this change of governance would be a smooth transition, instead of having four new Board members to orientate at the same time.

We await your response to this request for an extension of the term of office for Steve Lowndes.

Yours sincerely

  
W N Eschenbach  
MANAGER

LET Mrg - CommunityRep-Extn

Rural Canterbury PHO  
PO Box 14 021, Christchurch 8544  
Phone 03 357 4970 Fax 03 357 4372



5. 12. 2007

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ATTACHMENT TO CLAUSE 5.3

**RURAL CANTERBURY**  
Primary Health Organisation  
Te Roopu Hauora Matua O Waitaha Taiwhenua

15 October 2007

23 OCT 2007

Bob Parker  
Mayor  
Christchurch City Council  
PO Box 237  
CHRISTCHURCH

Dear Mr Mayor

**COMMUNITY REPRESENTATION ON RURAL CANTERBURY PRIMARY HEALTH ORGANISATION BOARD**

Following the recent Local Body Elections, nomination or re-nomination is sought from your Council for a community representative on the RCPHO Board.

The current member's (Steve Lowndes) term finishes at the AGM to be held at 4.30 pm on Tuesday, 23 October 2007 in the Akaroa Sports Complex.

The Rural Canterbury PHO enrolled population is from the following geographical areas:

Akaroa, Ashburton, Banks Peninsula, Kaiapoi, Methven, Oxford, Rakaia, Rangiora, Tinwald and Woodend.

The term of the appointment will be for three years.

We await your response to this request.

Yours sincerely

  
W N Eschenbach  
MANAGER

LET Mrg - CommunityRep-Board

Rural Canterbury PHO  
PO Box 14 021, Christchurch 8544  
Phone 03 357 4970 Fax 03 357 4372

## 6. APPOINTMENT OF COMMITTEES

<b>General Manager responsible:</b>	Peter Mitchell, General Manager, Regulation and Democracy Services
<b>Officer responsible:</b>	Lisa Goodman, Manager, Democracy Services Unit
<b>Author:</b>	Judith Cheyne, Solicitor, Legal Services Unit; Liz Carter, Community Board Adviser

### PURPOSE OF REPORT

1. This report recommends that the Community Board resolve to appoint the Akaroa Design & Appearance Advisory Committee and the Akaroa Museum Advisory Committee as committees of the Community Board, following the Council's resolution discharging these bodies as subcommittees of the Council on 16 August 2007.

### EXECUTIVE SUMMARY

2. In a joint Lyttelton/Mt Herbert and Akaroa/Wairewa Community Boards chairmen's report to the Council, the Community Boards recommended that the Banks Peninsula Community Boards be responsible for various committees, and powers of appointment to various external bodies, which was the intention expressed in the MOU. It was considered more appropriate for the Banks Peninsula Community Boards to take over these responsibilities, and for the Council to confirm any appointments the Community Boards had already made (on the assumption they had this power already, because of the intention in the MOU).
3. The Council made a number of resolutions on 16 August 2007, including:
  - (a) Discharge the following committees/subcommittees as committees/subcommittees of the Council, on the understanding that the Akaroa/Wairewa Community Board resolves to appoint them as its committees, with the discharge taking effect from the date the Community Board appoints them as its committees:
    - Akaroa Design & Appearance Advisory Committee
    - Akaroa Museum Advisory Committee
  - (c) Delegate to the Akaroa/Wairewa Community Board the power to appoint a member of the Community Board, or other person, to the following bodies, as the Council's representative on that body:
    - Akaroa Library Committee
    - Akaroa-Wairewa Community Development Trust (Note: this body no longer exists so it will not be necessary for the Board to make an appointment to it.
    - Halswell River District Rating
    - Okains Bay Maori & Colonial Museum Trust
  - (e) Delegate to the Akaroa/Wairewa Community Board and the Lyttelton/Mt Herbert Community Board jointly, the power to appoint a member of one of these two Community Boards to the Rural Canterbury Primary Health Organisation as the Council's representative on that body.
4. The Council also confirmed previous appointments that had been made by the Community Boards, (Akaroa Library Committee representative is Steve Lowndes, Halswell River District Rating (for the Wairewa Section of the river) is Stewart Miller, and Okains Bay Maori and Colonial Museum Trust is Steve Lowndes). The Board's will need to make new appointments to those bodies for the new triennial term, except to the Akaroa-Wairewa Community Development Trust, as this body no longer exists. The appointments to these bodies will be addressed in a separate report.

## 6. Cont'd

5. The Community Board now needs to appoint the Akaroa Design & Appearance Advisory Committee and the Akaroa Museum Advisory Committee in accordance with the resolution of Council. However, the Community Boards consider it will be more effective if these bodies are appointed as its committees, rather than as subcommittees, particularly as the Community Board wishes to have a Community Board representative on these two committees. The Community Board also needs to appoint the members of those committees for the new triennial term. It is recommended that the Community Board resolve to call for nominations for the community members of these committees so that appointments can be confirmed for the current term.
6. The only other matter outstanding is the confirmation of the terms of reference for the two committees. It is also recommended that the Community Board confirm the terms of reference for each of the Committees, as **attached** in Appendix A.
7. It is proposed that two changes be made to the terms of reference which the Committees have been operating under up until now.
  - (a) Include the Chairman of the Community Board as an ex officio member of the relevant Committee. This change is recommended by staff to avoid the past difficulties of having to have a member of the local authority present to satisfy the requirements for a quorum. This proved somewhat difficult in the past when only one member of the Board was a Committee member. (Standing Order 2.8.1(3)(b)(ii) states *"The quorum at a meeting of a committee, in the case of a committee other than a sub-committee, must include at least 1 member of the local authority."*
  - (b) Clarification that members of the Committee, other than elected members, are not eligible to claim mileage allowance for attending Committee meetings, in line with Council's current policy on this issue. (It has been suggested that Committee members should be able to claim mileage allowance, particularly those travelling from Christchurch to Akaroa for meetings. The Board will need to consider that suggestion separately as any allowance paid would need to be funded from the Board's Discretionary Funding.)

### FINANCIAL IMPLICATIONS

8. There are no financial implications other than the issue of mileage allowances, discussed above.

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

9. There is no effect on the 2006-16 budgets.

### LEGAL CONSIDERATIONS

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

10. Section 54 of the Local Government Act 2002 (LGA) specifies that the whole of Schedule 7 relating to powers, obligations and administration of local authorities is applied to community boards (except for certain excluded provisions concerning the code of conduct and employment of staff). Clause 1.1.2 of the Council's Standing Orders states that:

*"A community board is not a committee of the territorial authority. However, these standing orders, and the other provisions of Schedule 7 of the Act relating to Procedural and Organisational Matters, apply to community boards as if they were a local authority and to any committees of community boards, except where clearly otherwise."*

**6. Cont'd**

11. Clause 30 of Schedule 7 provides that a local authority/community board may appoint, discharge and/or reconstitute the committees, sub-committees and any other subordinate decision-making bodies it considers appropriate. Any committee, subcommittee or other subordinate decision-making body *"is subject in all things to the control of the local authority [or read, community board], and must carry out all general and special directions of the local authority given in relation to the committee or other body or the affairs of the committee or other body"* (clause 30(3)).
12. Clause 30(7) provides that *"a ... committee, ... is, unless the local authority resolves otherwise, deemed to be discharged on the coming into office of the members of the local authority elected or appointed at, or following, the triennial general election of members next after the appointment of the .. subcommittee, ..."*.
13. If the bodies are committees of the Community Board then there is a need to appoint an elected member to be a member of the committee.
14. The standing orders, and legislative requirements of the Local Government Act and the Local Government Official Information and Meetings Act 1987 will apply to these committees and their meetings (these would have applied previously as subcommittees of the former BPDC).

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

15. Democracy and Governance

By making decisions that respond to or plan for current and future community needs.

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

16. Yes, as above, and also, indirectly, by responding to the needs of the community through the work that the committees carry out.

**ALIGNMENT WITH STRATEGIES**

17. A Well-Governed City

Our values and ideas are reflected in the actions of our decision-makers. Our decision-makers manage public funds responsibly, respond to current needs and plan for the future

18. Strong Communities

Promote participation in democratic processes

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

19. Yes, as above

**CONSULTATION FULFILMENT**

20. Internal consultation has taken place, including with the two committees. Public consultation is not considered to be required, given the relatively low significance of this matter.

6. Cont'd

**STAFF RECOMMENDATION**

It is recommended that the Community Board:

- (a) Appoint the Akaroa Design & Appearance Advisory Committee and the Akaroa Museum Advisory Committee as committees of the Community Board, the members of such Committees to be appointed following the receipt of nominations and in accordance with the terms of reference for these Committees.
- (b) Appoint one Community Board member to each of the Committees.
  - Akaroa Design & Appearance Advisory Committee – 1 Community Board member [NAME]
  - Akaroa Museum Advisory Committee – 1 Community Board member [NAME]
- (c) Adopt the Terms of Reference for each of the Committees, as **attached** at Appendix A.

**6. Cont'd**

**BACKGROUND**

21. As above.

**THE OBJECTIVES**

22. To ensure that the Community Board, subsequent to the Council resolution of 16 August 2007, appoints the appropriate subcommittees, and exercises the delegated powers of appointment of representative to external bodies.

**THE OPTIONS**

23. There are 3 options:

- (a) The Community Board appoints the two committees as its committees (and in future makes appointments as required under the delegation given to the Community Boards). This is generally in accord with the Council's resolution and reflects the intentions in the MOU.
- (b) The Community Board appoints the two committees as its subcommittee (and in future makes appointments as required under the delegation given to the Community Boards). This is in accord with the Council's resolution and reflects the intentions in the MOU
- (c) The second option is not to appoint the committees as bodies coming under the Community Boards, in which case they will remain subcommittees of the Council. This would not reflect the intentions in the MOU, and would mean the Council would need to revisit its resolution made on 16 August 2007.

**THE PREFERRED OPTION**

24. The first option is the preferred option.

## AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE TERMS OF REFERENCE

### Name of Committee

The Committee be known as the "Akaroa Design and Appearance Advisory Committee".

### Status of Committee

The Committee and its Chairperson will be appointed by the Akaroa-Wairewa Community Board and will be a committee of the Community Board.

### Composition of Committee

- One Akaroa-Wairewa Community Board member
- An Akaroa-Wairewa Community Board nominee
- An Akaroa Civic Trust nominee
- Two Consultants jointly agreed between the Akaroa Civic Trust and the Akaroa-Wairewa Community Board
- The Chairman of the Akaroa-Wairewa Community Board shall be an ex-officio member of the Committee.

**NB:** Appointments of consultants to the Committee will be made on the basis of proven professional ability to assess development proposals in terms of the design and appearance criteria contained in the Banks Peninsula District Plan.

### Term of Committee

The representatives on the Committee will be determined by resolution of the Akaroa-Wairewa Community Board as soon as practicable following the triennial local authority elections. Comment will be received from the Akaroa Civic Trust prior to the appointments being made.

### Functions of Committee

- To comment on proposals for resource consent within the Akaroa Historic Area which involve the construction of a new building or the external modification or demolition of an existing building, which are forwarded to it by the Historic Places Trust.
- To advise any applicant for a building consent in the Akaroa Town Area on design and appearance matters, if requested to do so.
- To assist in the preparation and review of a Design and Appearance Guideline for the Akaroa Town area.

### Administrative Arrangements

- The preparation of agendas for committee meetings and reports of meetings will be undertaken by staff at the Akaroa Service Centre.
- The Council's Planning Officer, who has responsibility for the Akaroa area will attend meetings of the committee.
- A schedule of monthly Committee meetings will be adopted annually and convened as the need arises.

### Remuneration of Committee Members

- Committee members will not be eligible to claim the Council's approved mileage allowances for attendance at meetings to consider applications referred to the Committee by the Historic Places Trust.

**NB:** It is envisaged that any advice to applicants and the Council's Planning Officer will be provided by locally based members of the Committee at no cost to the applicant or the Council.

## **TERMS OF REFERENCE AKAROA MUSEUM ADVISORY COMMITTEE**

1. The Akaroa Museum Advisory Committee shall be a Committee of the Akaroa-Wairewa Community Board.
2. The purpose of the Committee is to provide advice to the Community Board on the strategic issues facing the Museum and the matters arising from them.
3. Responsibilities of the Advisory Committee
  - (a) Provide advice on the Museum's aims, objectives and policies and its role in the community.
  - (b) Provide a local link with the Museum's stakeholders.
  - (c) Assist in obtaining local support and financial resources necessary to achieve the Museum's aims.
  - (d) The Akaroa Museum Advisory Committee shall meet quarterly, or as required, and report to the Akaroa/Wairewa Community Board following each Committee meeting.
  - (e) A schedule of quarterly Committee meetings will be adopted annually.
4. The Advisory Committee shall comprise:  
  
2 members Friends of the Akaroa Museum  
1 community representative  
1 member/representative of the Onuku Runanga  
1 member of the Akaroa/Wairewa Community Board  
Chairman of the Akaroa-Wairewa Community Board (ex-officio)
5. The Akaroa Museum Advisory Committee will be assisted by the Museum Director and Community Board support staff.
6. The term of the Advisory Committee membership will be for three years, coinciding with the triennial Local Authority term.
7. Committee members will not be eligible to claim the Council's approved mileage allowances for attendance at meetings.



## 7. APPOINTMENT OF RESERVE MANAGEMENT COMMITTEES

<b>General Manager responsible:</b>	Peter Mitchell, General Manager, Regulation and Democracy Services
<b>Officer responsible:</b>	Lisa Goodman, Manager, Democracy Services Unit
<b>Author:</b>	Judith Cheyne, Solicitor, Legal Services Unit; Liz Carter, Community Board Adviser,

**PURPOSE OF REPORT**

1. This report recommends that the Community Board resolve to appoint various Reserve Management Committees (RMCs) as subcommittees of the Community Board, following the Council's resolution on 6 September 2007 discharging the RMCs as subcommittees of the Council, among other things.

**EXECUTIVE SUMMARY**

2. In a joint Lyttelton/Mt Herbert and Akaroa/Wairewa Community Boards Chairmen's report to the Council, the Community Boards recommended that the Banks Peninsula Community Boards be responsible for the RMCs. It was considered more appropriate, in light of the former BPDC/CCC MOU and the delegations to the Community Boards in relation to reserves, for the RMCs to become subcommittees of the Banks Peninsula Community Boards rather than for them to remain subcommittees of the Council.
3. On 6 September 2007, the Council resolved to:
  - (a) Discharge the Reserve Management Committees appointed by the Banks Peninsula District Council, as subcommittees of the Council, with the discharge taking effect from the date the Akaroa-Wairewa Community Board and the Lyttelton-Mt Herbert Community Board resolve to appoint the following Reserve Management Committees as their subcommittees:

**Akaroa- Wairewa Community Board**

Ataahua Reserve Management Committee  
 Awa-iti Reserve Management Committee  
 Duvauchelle Reserve Management Committee  
 Le Bons Bay Reserve Management Committee  
 Little Akaloa Reserve Management Committee  
 Okains Bay Reserve Management Committee  
 Pigeon Bay Reserve Management Committee  
 Robinsons Bay Reserve Management Committee

**Lyttelton-Mt Herbert Community Board**

Allandale Reserve Management Committee  
 Lyttelton Reserves Management Committee (operating as "Lyttelton Reserves Committee")  
 Lyttelton Recreation Ground Reserve Management Committee

- (b) Recommend to the Akaroa-Wairewa Community Board and the Lyttelton-Mt Herbert Community Board that on appointing the above Reserve Management Committees as their subcommittees they also resolve that they are not discharged on the coming into office of the members of the Community Board elected or appointed at, or following, each triennial general election, and that they specify which parts of the standing orders do or do not apply to the Reserve Management Committees.
- (c) Confirm that the delegations in relation to reserves made to the Akaroa-Wairewa and Lyttelton-Mt Herbert Community Boards are the same as the Council's delegations to all its Community Boards.

**7. Cont'd**

- (d) Prohibit the following delegations in relation to reserves, from being sub-delegated by the Akaroa-Wairewa Community Board or the Lyttelton-Mt Herbert Community Board to a reserve management committee or any other body or person. The power of the Council to:
- Declare land reserve.
  - Exchange reserves for other land.
  - Change of classification or purpose or revocation of a reserve.
  - Prepare, review and change Reserve Management Plans for parks and reserves held under both the Reserves Act and Local Government Act.
  - Grant rights-of-way and other easements over reserves.
  - Grant licences and leases under the Reserves Act (and the power to approve an assignment, sublease, mortgage or to vary licences or leases). This includes any recreation and commercial leases.
  - Accept tenders for stall licences on reserve sites.
  - Make submissions on relevant resource consents applications, on behalf of Council, to other authorities.
4. The Community Board now needs to appoint the eight RMCs above as its subcommittees, and resolve that the current members of the RMC are retained. It is also recommended that the Community Board resolve that these RMCs are not discharged on the coming into office of the members of the community board elected or appointed at, or following, the next triennial general election.
5. One other issue to be considered in conjunction with this process is the future of the Stanley Park Reserve Management Committee. That Committee was set up by the Akaroa-Wairewa Community Board as a sub-committee of the Board. The Board appointed the members of the Committee, after it had called for expressions of interest from the community. Specific guidelines, based loosely on the Banks Peninsula Guidelines for Reserve Management Committees, were set by the Board for the Committee.
6. At the time the Committee was established (mid 2004), Stanley Park was still freehold land owned by the Banks Peninsula District Council, although the Community Board and the Council had both resolved that the area concerned be gazetted as a reserve. That process has since been completed and Stanley Park is now gazetted as a Recreation Reserve
7. If the Community Board is to adopt the previously mentioned RMC's as sub-committee's, it seems prudent to treat the Stanley Park RMC in the same manner as all the RMC's. The Chairman of the Stanley Park RMC agrees that this would be a sensible move.

**FINANCIAL IMPLICATIONS**

8. There are no financial implications.

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

9. There is no effect on the 2006-16 budgets.

## 7. Cont'd

### LEGAL CONSIDERATIONS

#### *Legal Structure*

10. Clause 30 of Schedule 7 of the Local Government Act 2002 provides that:

- (1) A local authority may appoint-
  - (a) the committees, subcommittees, and other subordinate decision-making bodies that it considers appropriate; and
  - (b) a joint committee with another local authority or other public body."

The reference to "local authority" in this clause can also be read as a reference to a community board, by virtue of section 54(2) of the Local Government Act 2002. Any committee, subcommittee or other subordinate decision-making body *"is subject in all things to the control of the [community board] and must carry out all general and special directions of the [community board] given in relation to the committee or other body or the affairs of the committee or other body"* (clause 30(3)).

11. Appointing the RMCs as subcommittees of the Community Board means that an elected member is not required to be appointed to the RMC (as would be required if it was a committee of the Community Board), and the current membership of each RMC can continue, although in some instances the RMC's will have held their triennial General Meetings and new members may have been voted on to the Committees. In those instances the Board will be asked to confirm the individual members of the relevant RMC.

12. The standing orders are also likely to apply to subcommittees, but in any event the current guidelines for the RMCs provide:

*"vi) Operation of Reserve Management Committees*

- *Once approved by the Banks Peninsula District Council Reserve Management Committee's shall become a subcommittee of the Council and as such shall be bound by the various Acts and Regulations governing the operation of a Local Authority and **also subject to its standing orders.***
- *Each Reserve Management Committee is to keep a true and correct record of all meetings entered into a minute book which are to be made available to any member of the public who so requests...."*

13. In the report before Council it was noted that it may be onerous for all of the Christchurch City Council standing orders to apply to the RMCs. Although the RMC guidelines require them to keep minutes of their meetings, the report stated that it can be difficult for them to give public notice of their meetings, and comply with other requirements of the standing orders. This is because meetings are often held "as matters arise" for the RMC.

14. However, the provisions of the Local Government Official Information and Meetings Act 1987 (LGOIMA) relating to meetings apply to the activities of community boards, and also subcommittees of Community Boards, if the *"subcommittee is empowered to exercise or perform, ... any function, duty, or power conferred or imposed ....by or under any enactment or bylaw"* (s45(1)) – which would apply in the case of the RMCs exercising the Reserves Act powers delegated to them.

15. This means that the requirements as to public notice of meetings in section 46 will apply (and as to how meetings are run, and that any oral statements made at a meeting are privileged, etc). They cannot be "waived" by the Community Board (despite clause 1.1.2 of the standing orders), because they are provided for in the statute, and not just in the standing orders. It should be noted however, that section 45(2) states that any meeting *"at which no resolutions or decisions are made is not a meeting for the purposes of this Part of this Act."*

## 7. Cont'd

16. Provided no resolutions or decisions are made at any "impromptu" RMC meetings, then informal meetings to discuss matters that have arisen suddenly can still take place. If it is necessary to hold a meeting to make an urgent decision then the extraordinary meetings powers in section 46 can apply. (It should be noted that, as subcommittees of the former BPDC, these provisions would also have applied to the RMCs before the reorganisation. If any previous RMC meetings have failed to comply with these requirements then that will not invalidate a meeting, but a local authority is required to give retrospective notice and certain specified details where it becomes aware of any such defect.)

### *Delegations*

17. A large number of the Council's Reserves Act powers have been delegated to its Community Boards. This now includes the Lyttelton-Mt Herbert and Akaroa-Wairewa Community Boards, in relation to reserves in their ward. This therefore includes reserves managed by the RMCs, in accordance with the applicable reserve management plans.
18. The former BPDC also delegated certain of its powers in relation to reserves to the RMCs, either directly or via the reserve management plans. The powers delegated are largely very general, in relation to the management of the reserves. However, the RMC guidelines indicate that the management required to be done by the RMCs is lower level, everyday running: it is to "*make all the necessary arrangements for the **day to day running**, maintenance and management of Reserves in accordance with the Reserves Act 1977 and any amendments thereto.*" Higher level decisions under the Reserves Act 1977 had remained with the former BPDC, and now transfer to the Christchurch City Council as a result of the reorganisation.
19. This means the RMCs have the powers as identified in their guidelines (which the Community Boards can amend as may be required, in consultation with the RMCs, and as subject to the Reserve Management Plans). The Community Boards can also delegate to the RMCs any of the other matters delegated to them by the Council (other than the prohibited matters that concern higher level administrative functions, if any of those powers are not already captured by the delegations under the guidelines.
20. The powers of the Community Board for which the RMCs already have a delegation (that is, powers that did overlap) are as follows:
- Approve the afforestation of reserves.
  - Power to make decisions as to alterations and or additions to any building, fence, or structure or construction of the same on any reserve land leased by the Council where leases specify the requirement of Council consent.
  - To plant maintain and remove trees on reserves, parks and roads under the control of the Council within policy set by Council.
  - To approve the design of landscape plans on reserves, parks, and roads provided the design is within the policy authorised by the relevant Community Board.
21. It should be noted, that the powers of Community Boards (and therefore Community Board subcommittees) are limited by s53(3) in that:
- "a community board may not—*  
*(a) acquire, hold, or dispose of property; or*  
*(b) appoint, suspend, or remove staff".*
22. Some RMCs have appointed caretakers to manage camping grounds, etc. As subcommittees of the Community Boards the employing of staff must now be taken over by the human resources group of the Council.

## 7. Cont'd

### **ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

23. Democracy and Governance

By making decisions that respond to or plan for current and future community needs.

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

24. Yes, as above, and also, indirectly, by responding to the needs of the community through the work that the RMCs carry out.

### **ALIGNMENT WITH STRATEGIES**

25. A Well-Governed City

Our values and ideas are reflected in the actions of our decision-makers. Our decision-makers manage public funds responsibly, respond to current needs and plan for the future

26. Strong Communities

Promote participation in democratic processes

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

27. Yes, as above

### **CONSULTATION FULFILMENT**

28. Internal consultation has taken place, along with consultation with the Reserve Management Committee's concerned. Public consultation is not considered to be required, given the relatively low significance of this matter.

### **STAFF RECOMMENDATION**

It is recommended that the Community Board:

- (a) Appoint the Ataahua Reserve Management Committee, the Awa-iti Reserve Management Committee, the Duvauchelle Reserve Management Committee, the Le Bons Bay Reserve Management Committee, the Little Akaloa Reserve Management Committee, the Okains Bay Reserve Management Committee, the Pigeon Bay Reserve Management Committee, and the Robinsons Bay Reserve Management Committee as its subcommittees.
- (b) Reconfirm the Stanley Park Reserve Management Committee as a sub-committee of the Board.
- (c) Confirm that those persons who were members of each RMC prior to the triennial general election remain as members of that RMC, until the RMC triennial General Meeting, following which, the Community Board will then confirm the new membership for each RMC.
- (d) Confirm the current delegated powers exercised by the RMCs in accordance with the respective Reserve Management Plans.

**7. Cont'd**

- (e) Declare that the Ataahua Reserve Management Committee, the Awa-iti Reserve Management Committee, the Duvauchelle Reserve Management Committee, the Le Bons Bay Reserve Management Committee, the Little Akaloa Reserve Management Committee, the Okains Bay Reserve Management Committee, the Pigeon Bay Reserve Management Committee, Robinsons Bay Reserve Management Committee and the Stanley Park Reserve Management Committee will not be discharged on the coming into office of the members of the community board elected or appointed at, or following, the next triennial general election.
  
- (f) Appoint two Board members to a Working Party to be comprised of two Akaroa-Wairewa Community Board members, two Lyttelton-Mt Herbert Community Board members and one representative from each of the 12 Reserve Management Committee's across the Banks Peninsula ward, to review the Guidelines for Reserve Management Committee's and report back to the Community Board's with an appropriate recommendation.

## 7. Cont'd

### BACKGROUND

29. The RMCs generally have the following delegations (as outlined in the various Reserve Management Plans):

- (a) Powers under the Reserve Management Plans to administer and manage the reserves. The elected committee is to be made up of representatives from the community, domiciled sports clubs and community facilities groups.
- (b) Powers to manage the reserve and provide open space facilities for the community and clubs in the locality to use.

This includes:

- Provision and maintenance of sports grounds. Maintain sports turf and different code requirements such as lighting and provision of sports goal posts.
  - Provision and maintenance of passive areas for recreation including activities such as walking and picnicking.
  - Control and eradication of pest plants and animals.
  - Tree maintenance including felling or removing any trees dead diseased or dying.
  - Providing park furniture such as seating, picnic tables, fences and signs.
  - Maintain vegetation.
  - Control certain activities on the reserve to protect the reserve and users.
  - Allocate areas of the reserve for clubs and organisations to operate.
  - Provide areas for driveways and car parking.
  - Maintain any buildings on the reserve.
  - Hire halls and buildings to the public. This does not include buildings owned by clubs and other organisations such as preschool groups.
  - Maintain toilets and assist in developing new facilities.
- (c) Health and safety ensuring the reserves are safe for all visitors and all buildings and structures are maintained in a safe condition. The committee must keep a hazard register to eliminate, isolate, or minimise any hazards identified.
  - (d) Reserves are to be managed under the Reserves Act 1977 including leasing, how they should be managed, classification and purpose, and public consultation. The Reserve Committees need to be aware of the legislation and the responsibilities to work within the provisions of the Act and the Management Plans.
  - (e) Meet the five key values of the former Banks Peninsula Reserves Strategy being the provision of amenities on the reserves, identify and preserve the values of landscape, culture, heritage, ecology and recreation. Ensure the development of the reserve is sympathetic to other users and the environment and is at an appropriate scale so as to compliment the amenity and other values.

30. The areas where the existing Community Board and RMC delegations clearly overlap is as follows:

- (a) Approve the afforestation of reserves.
- (b) Power to make decisions as to alterations and or additions to any building, fence, or structure or construction of the same on any reserve land leased by the Council where leases specifies the requirement of Council consent.
- (c) To plant maintain and remove trees on reserves, parks and roads under the control of the Council within policy set by Council.
- (d) To approve the design of landscape plans on reserves, parks, and roads provided the design is within the policy authorised by the relevant Community Board.

**7. Cont'd**

31. The matters which are the subject of existing Community Board delegations for which the Council has prohibited further delegation to the RMCs are the following:
- (a) Prepare, review and change Reserve Management Plans for parks held under both the Reserves Act and Local Government Act.
  - (b) Granting under the Reserves Act licences and leases and assign or sublease. Includes recreation and commercial leases. Also to vary leases if it does not include an extension to the existing leased area.
  - (c) Declare land reserve.
  - (d) Exchange reserves for other land.
  - (e) Change of classification or purpose or revocation of a reserve.
  - (f) Granting rights-of-way and other easements over reserves.
  - (g) The acceptance of tenders for stall licences on reserve sites.
  - (h) Make submissions on resource consents applications, on behalf of Council to other authorities.

**THE OBJECTIVES**

32. To ensure that the Community Board, following the Council resolution of 6 September 2007, appoints the RMCs it is responsible for, and makes a related resolution as to the functioning of the RMCs.

**THE OPTIONS**

33. There are 2 options:
- (a) The Community Board appoints the RMCs as its subcommittees. This is in accord with the Council's resolution and reflects the intentions in the MOU.
  - (b) The second option is not to appoint the RMCs, in which case they will remain subcommittees of the Council. This would not reflect the intentions in the MOU, and would mean the Council would need to revisit its resolution made on 6 September 2007.

**THE PREFERRED OPTION**

34. The first option.



**8. BOARD ATTENDANCE AT BANKS PENINSULA A&P SHOWS**

<b>General Manager responsible:</b>	Stephen McArthur, General Manager DDI 941-8534
<b>Officer responsible:</b>	Engagement Manager
<b>Author:</b>	Janet Luxton, Community Engagement Advisor

**PURPOSE OF REPORT**

1. To seek funding and Board approval to attend the Duvauchelle and Little River A&P Shows in January 2008.

Akaroa-Wairewa Board has attended the 2 shows since 2006 with some success.

The purpose is to raise the profile of the Boards and allow the Board members to engage with their constituents.

It also supports communication to Banks Peninsula residents about the services available for the Christchurch City Council, including the use of the call centre as the main point of contact for service requests.

The stand is 'personned' by customer service representatives from the Lichfield St call centre and supported by other Council staff as necessary. Board members have attended on a rostered basis.

**EXECUTIVE SUMMARY**

2. Funding of \$500.00 is required, additional funding has been sought and approved from operational budgets to cover the balance of the costs
3. The costs associated with attendance at the shows includes the transport and erection of the stall, advertising in the show catalogue and payment for the stall site, plus staff time comes to \$2,500.00

**FINANCIAL IMPLICATIONS**

4. Approval for \$500.00 required from Board discretionary funding

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

5. No

**LEGAL CONSIDERATIONS**

6. Nil

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

7. Not applicable

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

ALIGNS TO COMMUNITY OUTCOME: A WELL-GOVERNED CITY

8. Not applicable

**8. Cont'd**

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

9. Yes

**ALIGNMENT WITH STRATEGIES**

10. Not applicable

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

11. Not applicable

**CONSULTATION FULFILMENT**

12. Not applicable

**STAFF RECOMMENDATION**

It is recommended that:

- (a) \$500 from the Board discretionary budget be approved for attendance at the Duvauchelle and Little River Shows in January 2008
- (b) Board members agree to attend as per the roster which will be discussed prior to collation with members.

## 9. BOARD REPRESENTATION ON OUTSIDE ORGANISATIONS AND COMMITTEES

<b>General Manager responsible:</b>	General Manager Regulation and Democracy Services , DDI 941-8549
<b>Officer responsible:</b>	Democracy Services Manager
<b>Author:</b>	Liz Carter, Community Board Adviser

### PURPOSE OF REPORT

1. The purpose of this report is to propose that the Board give consideration to the appointment of Board representatives on local outside organisations and committees.

### EXECUTIVE SUMMARY

2. For the 2007/10 term, and in accordance with the practices before then, the Board is now invited to consider making appointments to the following local community organisations and committees.
3. The Council has delegated to the Akaroa-Wairewa Board the power to appoint a member of the Board, or other person, to the following bodies, as the Council's representative on that body:
  - Akaroa Library Committee
  - Wairewa Community Development Trust (Note: this body no longer exists so it will not be necessary for the Board to make an appointment to it.)
  - Halswell River District Rating Committee (for the Wairewa portion of the river)
  - Okains Bay Maori and Colonial Museum
4. The Council has also delegated to the Akaroa-Wairewa Board and the Lyttelton-Mt. Herbert Board jointly, the power to appoint a member of one of these two Boards to the Rural Canterbury Primary Health Organisation\* and the Banks Peninsula Pest Liaison Committee as the Council's representative on that body.

*\*(Refer **attached** letters under Item 5.3 of this agenda)*

5. In addition, the Board has a number of community organisations for which it appoints a representative or liaison person.
 

• Akaroa District Promotions	1 Liaison Person
• Akaroa Harbour Issues Working Party	1 Liaison Person
• Banks Peninsula War Memorial Society	Chairman + 1 Representative
• Little River Community Centre Committee	1 Liaison Person
• Little River Rail Trail Trust	1 Liaison Person
• Stanley Park Reserve Management Committee	1 Representative
• Takamatua Residents Association	1 Liaison Person
• Wainui Residents Association	1 Liaison Person
6. The Board may also wish to appoint a liaison person for some of the other more active organisations in the Akaroa-Wairewa area, such as the Akaroa Civic Trust, Federated Farmers, Banks Peninsula Conservation Trust, and any other organisations that Board members think are appropriate.

### FINANCIAL IMPLICATIONS

7. Where Board members are appointed to external organisations, their attendances at meetings will be covered by their elected member's salary. Thus there are no financial implications apart from mileage allowances for attending such meetings.

**9. Cont'd**

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

8. Not applicable

**LEGAL CONSIDERATIONS**

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

9. There are no direct legal issues involved.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

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

10. Not applicable

**ALIGNMENT WITH STRATEGIES/POLICIES/BOARD OBJECTIVES**

11. Contributes to the Council's 2006/16 Strategic Directions (Strong Communities) and Community Outcomes (Governance and Community).

Strengthening Communities Strategy 2007 – yes, alignment with the engagement components of this strategy.

Board's Objectives 2006/09 – yes, appointments made contribute to meeting various objectives for the period.

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

12. Yes, as per paragraph 8 above.

**CONSULTATION FULFILMENT**

13. Not applicable.

**STAFF RECOMMENDATION**

It is recommended that the Board consider making interim appointments of representatives to outside organisations and committees as listed in paragraph's 3 - 6 above, and that those appointments be reviewed in 2008 when the current extraordinary vacancy on the Board is filled..

**10. RECESS COMMITTEE**

<b>General Manager responsible:</b>	General Manager Regulation and Democracy Services, DDI: 941-8462
<b>Officer responsible:</b>	Democracy Services Manager
<b>Author:</b>	Community Board Adviser

**PURPOSE OF REPORT**

The purpose of this report is to seek the Board's approval to put in place delegation arrangements for matters of a routine nature (including applications for funding) normally dealt with by the Board, to cover the period following its last scheduled meeting for 2007 (being 5<sup>th</sup> December 2007) up until the Board resumes normal meetings proposed to commence in February 2008.

**EXECUTIVE SUMMARY**

In past years, it has been normal practice for the Board to give delegated authority to the Chairperson and Deputy Chairperson to make decisions on its behalf.

**STAFF RECOMMENDATIONS**

- (a) That a committee comprising the Board Chairperson and Deputy Chairperson (or their nominees) be authorised to exercise the delegated powers of the Board for the period following its 5 December 2007 meeting up until the Board resumes normal business, proposed to commence in February 2008.
- (b) That the application of any such delegation be reported back to the Board for record purposes.

## 11. AKAROA WALKING ROUTES

<b>General Manager responsible:</b>	Jane Parfitt, City Environment Group DDI 941-8656
<b>Officer responsible:</b>	Michael Aitken, Transport and Greenspace Manager
<b>Author:</b>	Rod Whearty, Consultation Team Leader

### PURPOSE OF REPORT

1. The purpose of this report is to accept the Akaroa Walking Routes Report and associated work programme for the existing walking tracks in Akaroa.

### EXECUTIVE SUMMARY

2. Previous Board Members will recall that the Board identified the provision and development of walkways within Akaroa as a high priority.
3. Given the Councils limited knowledge of walking routes in the area, staff commissioned a report to identify the existing walking routes in and around Akaroa (See hard copy of report circulated with agenda). The report primarily focused on the existing network of walkways and looked at a range of aspects such as ownership, condition and signage.
4. Akaroa is well recognised as a major tourist and visitor destination attracting a significant number of visitors annually. The existing walking tracks provide highly valued recreational opportunities to both visitors and local residents alike.
5. The report primarily focuses on the existing track network in and around Akaroa and has identified a number of necessary actions ranging from minor maintenance issues to more detailed matters requiring further discussions with existing landowners regarding long term future access.
6. A prioritised work programme has been developed for the existing walkways, based around the information gathered and recommendations in the report. Development opportunities identified in reserves like "The Garden of Tane" and Stanley Park will be addressed via other methods.
7. While we will undertake some necessary minor remedial/improvement works on existing tracks within these two reserves, the bulk of track development work will be addressed through the specific Management Plans and the associated development plans for each of these reserves. The report will be used as a key resource in formulating the track programme for these reserves at the appropriate time.
8. The proposed walkway development programme will focus on bringing the tracks up to the appropriate NZ track standard and in line with the track hierarchy operated on the Port Hills and other areas managed by the Regional Parks Team. The standard will vary depending on the location and classification of the track.
9. The upgrading will be undertaken using one or a combination of the following methods such as, improving the track surface or installing steps in specific areas, improving drainage, track identification and directional signage etc.
10. The Development/Enhancement Programme for the existing track network will be undertaken as outlined in the "Summary Prioritised Work List" on pages 47 and 48 of the report.

### FINANCIAL IMPLICATIONS

11. The funding for the project is being provided from the Transport and Greenspace Capital Programme. Specifically through the allocation of the Akaroa Wairewa Schedule F funds. The funding schedule shown below is part of the 3 year Schedule F Development Programme signed off by the Board in August 2007.

**11. Cont'd**

Akaroa Walking Tracks

- 2007/08 \$21,897
- 2008/09 \$35,000
- 2009/10 \$20,000

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

12. Yes. Funding is provided from within the Transport and Greenspace Capital Programme in the 2006-16 LTCCP.

**LEGAL CONSIDERATIONS**

13. The only legal considerations relate to securing long term access agreements on portions of existing tracks that go through privately owned land. Council will initiate discussions with the directly affected landowners as part of the development programme.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

**14. LTCCP 2006-2016**

- Parks, Open Spaces and Waterways – Page 123
- Recreation – By offering a range of active and passive recreation and leisure opportunities
- Health – By providing areas for people to engage in healthy activities
- Recreation and Leisure – Page 131
- Recreation – By encouraging more people to participate in leisure, physical and sporting activities
- Parks and Open Spaces Activity Management Plan
- Regional Parks – A range of recreation and leisure opportunities are available on Regional Parks for enjoying the outdoors and active and passive recreation.

**ALIGNMENT WITH STRATEGIES**

15. Social Wellbeing and Youth Strategy and Safer Parks Policy
16. Parks and Waterways Access Policy

**CONSULTATION FULFILMENT**

17. The vast bulk of this work relates to existing track networks that are already operational and in use. Much of the proposed work is simply bringing the condition of the existing tracks up to the appropriate standard. No further consultation is proposed for work in these areas.
18. Further community consultation will be undertaken at the appropriate time in relation to track formation or rationalisation in the Garden of Tane and Stanley Park as a normal part of the Management Plan process for these parks.
19. Council will also consult directly with individual landowners in relation to those areas where existing tracks pass through private land where there are currently no access agreements in place, with the view to securing long term future access.

**STAFF RECOMMENDATION**

It is recommended that the Board accept the Akaroa Walking Routes Report, and that the Capital Programme Group undertake the work as outlined in the table "Summary Prioritised Work List" point 10 of this report.

## Summary Prioritised work list

<p>Details of the work required for each reserve in Akaroa used by the walking tracks, and each Country Ramble route are detailed in the appendices, colour coded for quick reference. The work is summarised here, broken in to High, Medium and Long Term priorities.</p>		
<p><b>9.1 High Priority</b></p>		
<p>Work on the following high priority items should commence as soon as possible. Public consultation should not be required as this work consists of repairs and minor improvements to existing routes. It does not develop new routes or introduce new ideas.</p>		
Priority	Village Walks	Country Rambles
1	<p>Liaise with Private Property owners to discuss the legal status of the Akaroa Bush Backdrop track sections between Stanley Park and Noyer Place and L'Aube Hill reserve and Settlers Hill reserve. Re-instate this track if possible.</p>	<p>Liaise with Private Property owners to discuss signage and the long term future of the Woodhills A and B, Happy Hollow and Otehere tracks.</p>
	<p>Scrape the steps and improve the surface of the heavily used pedestrian access leading from the Akaroa Holiday Park to the town entrance</p>	<p>Repair some slip damage on Ngaio Point track, especially near eroded cliff hole</p>
	<p>Scrape the steps and improve surface of pedestrian access to the Anglican cemetery entrance opposite Lighthouse</p>	<p>Repair damage to lower Purple Peak track caused by aborted road formation</p>
2	<p>Repair and upgrade the track section leading fur Rue Pompallier to the French Cemetery in L'Aube Hill to Easy Walk standard</p>	<p>Install basic direction signage on Woodhills A and B track</p>
3	<p>Improve track surface on some muddy sections in the Garden of Tane</p>	<p>Install signage on Ngaio Point track</p>
4	<p>Determine the appropriate classification standards for each section of the Village Walk routes (if different from this report) and add to Christchurch City Council maintenance schedules according to the standard chosen</p>	<p>Determine the appropriate classification standards for each of the Country Rambles routes (if different from this report) and add to Christchurch City Council maintenance schedules according to the standard chosen. (Excluding Otehere at this stage)</p>



<b>9.2 Medium Term</b>
Appropriate public consultation should be carried out for more major changes and improvements to ensure that new track routes, trail head signage and priorities are appropriately designed to fit with the public aspirations for each of the Akaroa reserves. The list given here is a set of ideas to initiate public consultation.
<ul style="list-style-type: none"> <li>▪ Upgrade track standard and signpost two new walking routes in the Garden of Tane to <ul style="list-style-type: none"> <li>○ Create a disabled access route to the Accessible standard along the main path suitable for mobility impaired and wheelchair sue, with new toilets and a small interpretive centre at the old toilet site</li> <li>○ Signpost a circular route to Walking Track Class 2 standard using existing tracks and visiting the Garden highlights (referred to as the Surprise View track in Appendix A)</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>▪ Upgrade walking routes through Stanley Park to <ul style="list-style-type: none"> <li>○ Create a Pedestrian access track fro the town centre to Penlington Place and Watson Street to the Easy Walk Class 1 standard</li> <li>○ Improve tracks used by Akaroa's Bush Backdrop to Walking Track Class 2</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>▪ Re-form and re-instate closed walking routes through L'Aube Hill to <ul style="list-style-type: none"> <li>○ Create an Easy walk Class 1 from the French cemetery to Rue Balguerie via Settlers Hill reserve when this is re-opened.</li> <li>○ Create a viewpoint at the top of the reserve and re-instate the original Bush Backdrop route on the track through the logged area to Walking Track Class 2 standard</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>▪ Create and install trail head and signage for Woodills based tracks</li> </ul>
<ul style="list-style-type: none"> <li>▪ Carry out minimal construction on slippery downhill section of Woodills A track on Tree Crop Farm. Carry out some construction and minimal surfacing of Woodills stock route</li> </ul>
<ul style="list-style-type: none"> <li>▪ Create and install trail head and signage for the Akaroa reserves of L'Aube Hill, Stanley Park and Garden of Tane</li> </ul>
<ul style="list-style-type: none"> <li>▪ Crate and install trail head and signage for the Stony Bay peak track</li> </ul>
<ul style="list-style-type: none"> <li>▪ Install walk track publicity signage in Akaroa with <ul style="list-style-type: none"> <li>○ An overview map and description of walks in the street near the central Akaroa Information Centre</li> <li>○ Trail head signs at the Akaroa reserve entrances</li> <li>○ Lyttleton style finger board signs in Akaroa streets and at the end of the start of Monarch Drive on Ngaio Point pointing to the trail heads</li> </ul> </li> </ul>

**9.3 Longer Term**

Again , the ideas given suggested below would flow on as the tracks were improved, and should be refined through public consultation and kept in line with relevant Council policies.

Once the tracks are in good condition, and marked with comprehensive signage, then:

- Create comprehensive set of high quality walking track brochures and overview maps and distribute them through more channels than the Akaroa Information Centre
- Create footpaths where necessary along public roads used for walking
- Install pedestrian warning signs where necessary along public roads used for walking that do not have separate footpaths
- Pole mark the Otehore route
- Improve Stony Bay Peak track
- Hold walking festivals to celebrate milestone achievements

## 12. CHRISTCHURCH /ŌTAUTAHI AND BANKS PENINSULA /TE PĀTAKA O RĀKAIHAUTŪ BIODIVERSITY STRATEGY

<b>General Manager responsible:</b>	General Manager Michael Theelen, DDI 941-8177
<b>Officer responsible:</b>	Jane Cartwright Manager
<b>Author:</b>	Kelvin McMillan, Parks & Waterways Planner

### PURPOSE OF REPORT

1. The Christchurch/Ōtautahi & Banks Peninsula/Te Pātaka o Rākaihautū Biodiversity Strategy is reported for the information of the Board. The strategy will be put to the Council for adoption on the 13 December 2007.

### EXECUTIVE SUMMARY

2. The Biodiversity Strategy supports implementation of the Council's Resource Management and Local Government Act responsibilities and is a local response to the Government's 'New Zealand Biodiversity Strategy' and 2007 statement of national priorities for protecting rare and threatened biodiversity on private land.
3. It provides policy support for implementation of biodiversity outcomes resourced through the Long Term Council Community Plan.
4. The strategy provides leadership for the Council and community and a framework upon which community partnerships and initiatives can be built. Participation in strategy outcomes by the community is voluntary. Staff consider that this approach is more likely to achieve positive results in an area which has been hampered by litigation and misunderstanding between landowners and the Council, especially on Banks Peninsula. This approach has also been taken by the regional biodiversity strategy to which the Council is a signatory.
5. The strategy to go before Council for adoption is an updated version of the draft Christchurch Biodiversity Strategy completed in 2005. It now includes Banks Peninsula as a key part of the City's biodiversity network.
6. The strategy addresses the biodiversity situation in Christchurch and Banks Peninsula. Biodiversity loss within the district has been very high over the last 700 odd years. Virtually all of the Canterbury Plains now have less than 10% indigenous plant cover left and a large part of Banks Peninsula has less than 20%.
7. Black on the map below indicates land types where less than 20% indigenous vegetation remains. The light colour indicates land types which have retained more than 20% of their indigenous plant cover. Generally areas with less than 20% indigenous vegetation have higher risk of accelerated species extinction.



12. Cont'd

8. The Strategy outlines a number of critical biodiversity issues in the district facing Council and the community including:

- Fifteen bird species in the top four tiers of the Department of Conservation threatened species list (Categories 1 'nationally critical' - 4 'serious decline') either breed locally, occur annually or pass through Christchurch and Banks Peninsula district on migration.
- Thirty-eight plant species within Christchurch and Banks Peninsula are on the threatened species list (Categories 1 'nationally critical' - 5 'gradual decline').
- Protection of indigenous herbaceous plants in the City's highly modified environments is problematic.
- Some species such as the native cedar are very limited in number and vulnerable to pests or catastrophic events such as fire. Naturally occurring rimu is down to one remaining tree on the Peninsula.
- Some nationally important areas of land under Council control need better legal protection and management policy in place for their biodiversity and are potentially at risk from management or land use changes.
- Water quality in urban areas is poor and difficult to manage in a cost effective way to bring about improvement in biodiversity.
- Lack of formal targeted systematic Council biodiversity monitoring and management programmes.
- Pests continue to pose a high risk to biodiversity especially those species that can establish and dominate in core indigenous habitat areas.
- Biosecurity pests such as Argentine ants pose a continuing potential risk to indigenous biodiversity.
- Restoration efforts in areas with remnant biodiversity need to proceed with caution as high potential exists to destroy remaining biodiversity values.
- Rare systems such as fens and dryland ecosystems are still under threat.
- Fragmentation of habitat needs to be controlled to avoid creation of unsustainable islands of biodiversity. This is especially important for invertebrates and lizards.
- Biodiversity needs to be integral to Council planning and operational activities.



9. The strategy emphasises that Christchurch and Banks Peninsula contains some outstanding biodiversity sites and values including;

- Kaitorete Spit- nationally important dune and dryland system and rare plants.
- Te Waihora/Lake Ellesmere-internationally important for water birds.
- Lake Forsyth/Wairewa-endangered crested grebe wintering area.
- Avon Heathcote Estuary Ihutai, Linwood Paddocks and the Bromley Oxidation Ponds-nationally/internationally important for water birds
- Riccarton Bush & Banks Peninsula 'old growth' forest remnants. The last of the original ancient forest.
- McLeans Island grassland remnants- a nationally rare dry grassland ecosystem.
- Plains wetland systems (Travis Wetland, Styx Mill Basin, Styx River Mouth etc)- wetlands are now nationally uncommon.
- Lower Waimakariri River- important braided river habitat with endangered species.



12. Cont'd

- Flea Bay penguin nesting area- largest penguin colony in the City and second largest white-flipped penguin colony in New Zealand.
- Upwards of 100,000 wetland and coastal birds occur at peak times in the Christchurch-Lake Ellesmere-Banks Peninsula area, with many species occurring in nationally and internationally significant concentrations. The high proportion and importance of the wetland and coastal bird species makes the Greater Christchurch area the "wetland bird capital of New Zealand".
- A central city Avon River site contains the highest diversity of indigenous aquatic plants in Christchurch.
- Marine mammal numbers along the coastline of Banks Peninsula have recovered significantly since the 1980's with around 6000 seals now present.

10. In order to provide a sustainable future for biodiversity in Christchurch and Banks Peninsula the strategy's vision and goals are;

**Vision:** *The unique biodiversity of Christchurch and Banks Peninsula is valued, promoted, protected and enhanced.*

*Local communities, iwi and the Council work together to sustain the full range of species and habitats which are special to the hills, valleys, coast, lakes, waterways and plains of Banks Peninsula and Christchurch.*

**Goal 1:** Conserve and restore Christchurch's and Banks Peninsula's indigenous biodiversity.

**Goal 2:** Sustain and enhance ecosystem support for indigenous biodiversity.

**Goal 3:** Raise awareness and understanding of indigenous biodiversity.

**Goal 4:** Encourage widespread participation in support of indigenous biodiversity conservation.

**Goal 5:** Improve and facilitate research and monitoring of indigenous biodiversity.

11. The strategy compliments the 'Garden City' image of Christchurch City and the farmed and rural residential elements of the Banks Peninsula landscape as well as supporting the aims of the Visitor Strategy approved by the Council this year. Garden City is a broad concept that includes and promotes the existing indigenous elements as well as the exotic planting for which the city is so well known.
12. The biodiversity strategy concept plans are conceptual and non regulatory. They are intended to provide a framework for positive biodiversity action and provide residents and Council with a vision for overall direction.
13. Implementation of the biodiversity concept plans will only occur as the Council, partners and the community choose to work together.
14. The details of how the strategy will be actioned will be covered in a more detailed implementation plan to be completed in 2008 that will include further discussion with the Community Board.
15. The final strategy document will be reformatted and illustrated to make it more easily understood by users. However the policy content will be the same as that found in the strategy's policy section. See Attachment 1.

**12. Cont'd**

**FINANCIAL IMPLICATIONS**

16. The strategy provides the platform to integrate and rationalise a range of existing programmes and initiatives, provided by both Council and a number of community partners.

Implementation of strategy policy and tasks will be largely met by changes to existing programmes and services in order that biodiversity outcomes are better integrated within Council processes, and by better cooperation with other agencies and the community.

17. Financial implications of new initiatives resulting from the strategy will be assessed in the Biodiversity Implementation Plan. Where new initiatives are identified these will need to be considered as part of the funding considerations for the 2009/19 LTCCP. The Board will be able to provide input on the 2008 Implementation Plan. Staff time required to undertake this planning exercise will be covered within existing budgets.
18. The three areas likely to need new Council budget support are in the area of greater support for biodiversity protection initiatives on private land, biodiversity monitoring, and pest control. As part of scoping these initiatives staff will also address complimentary funding options, such as central government, Regional Council and support from community trusts and agencies.

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

19. Preparation of the strategy falls within the Strategy and Planning Group: Strategy Support Unit budget 2007-2008 and forms part of the Healthy Environment suite of strategies.

**LEGAL CONSIDERATIONS**

20. The strategy is non statutory and designed to sit alongside existing statutory and other instruments relating to biodiversity protection and enhancement. Community contribution and support for any actions will be voluntary.

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

21. Regional and district councils are required to maintain indigenous biodiversity through different mechanisms. The main emphasis for district councils is land management whereas for regional councils it is the use of objectives and policies in regional plans. A critical aspect of the City Council's ability to protect and enhance biodiversity is through the capital and operational works programme determined by the LTCCP.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

22. LTCCP Community Outcome: 'A city of people who value & protect the natural environment'. Standards for Success are; 'Everybody takes responsibility for their impact on the natural environment. Biodiversity is restored, protected and enhanced, we manage our city to minimise damage to the environment.'

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

23. The Christchurch and Banks Peninsula Strategy supports and provides context for a wide range of biodiversity related policy and capital and operational programmes managed by the Christchurch City Council.

**12. Cont'd**

**ALIGNMENT WITH STRATEGIES**

24. The Christchurch and Banks Peninsula biodiversity strategy aligns with the Canterbury Regional Biodiversity Strategy to which the Council is a signatory and the New Zealand Biodiversity Strategy.

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

25. The Biodiversity Strategy compliments the Council's Healthy Environment strategies that are currently being developed. These are the Open Space, Surface Water, Water Supply, and Climate Change Strategies as well as the Sustainability Policy.

**CONSULTATION FULFILMENT**

26. Representatives of a wide range of groups and the public have been involved in strategy preparation including City Council staff, Department of Conservation, Banks Peninsula Conservation Trust, Environment Canterbury, Forest and Bird, and Ngāi Tahu and technical experts from universities and crown research institutions.
27. Previous drafts of the strategy vision, goals, and objectives have been through a thorough public consultation process as part of the Christchurch Biodiversity Strategy consultation process. The goals and objectives in the current version have not changed in substance since the initial consultation was undertaken.
28. A more selective consultation process has been undertaken with the Banks Peninsula community including technical, organisational and selected community comment on the updated Christchurch and Banks Peninsula Strategy.

**STAFF RECOMMENDATION**

It is recommended that the Board:

- (a) Support the adoption of the Christchurch/Ōtautahi and Banks Peninsula/Te Pātaka o Rākaihautū Biodiversity Strategy;
- (b) Contribute to the 2008 Biodiversity Implementation Plan as part of the 2009/19 LTCCP process.

**13. GOVERNANCE STRUCTURE FOR NEW TERM**

<b>General Manager responsible:</b>	General Manager Regulation and Democracy Services, DDI 941-8549
<b>Officer responsible:</b>	Democracy Services Manager
<b>Author:</b>	Liz Carter, Community Board Adviser

**PURPOSE OF REPORT**

1. The purpose of the report is to seek the adoption of a governance structure for the Board.

**EXECUTIVE SUMMARY**

2. There are two options for the Board to consider for its governance structure for the new term.

**Option One**

3. A number of community boards over the previous term of the Council developed a programme of having two ordinary meetings in a calendar month. This allows for all items of business to be progressed on a regular basis and only debated on one occasion. The report of the Board meeting is then confirmed at the following fortnightly board meeting and then progressed to the next appropriate Council meeting. In addition to the decision-making Board meetings, seminar meetings can be scheduled for the conclusion of the Board meeting if necessary, or prior to the commencement of the Board meeting. Seminar meetings provide an opportunity for board members and staff to have an in depth discussion on issues where no decisions at that time are required.
4. In addition to meeting twice a month the Board could also decide to set up ad hoc committees to meet on an as required basis. These would not be standing committees. An ad hoc committee may be established to consider a particular issue that needs more consideration eg the commissioning of a public artwork in the ward. Some for example include a Funding Assessment Committee (which has community representatives as well) to make decisions on the Small Projects Fund and a Liquor Licensing Committee to appear before the Licensing Authority or District Licence Agency and provide input when necessary.

**Option Two**

5. A second option is to decide to operate with a Standing Committee structure where committees have specific subject areas and consider all reports first. The Board would then have one ordinary meeting a month to which the reports of the committee meetings are put along with any urgent issues. If the Board adopts a committee structure then some reports where Council is making the decision but the matter has also been referred to the board (Part A reports) could be debated at three separate meetings by elected members. Variances include: giving one or more of the committees delegated authority (power to act); establishing the committees as a committee of the whole with all members being on the committees; or establishing the committees with three or four members only.
6. The structure the Akaroa-Wairewa Community Board operated under was relatively basic, although it did include two Committee's that were made up of Board members plus representatives from the community and from other bodies.

The following was the structure that the Akaroa-Wairewa Community Board operated in the previous term.



## 13. Cont'd

Committee	Areas of Responsibility
Akaroa Museum Advisory Meeting	<ul style="list-style-type: none"> <li>The purpose of the Committee is to provide advice to the Community Board on the strategic issues facing the Museum and the matters arising from them.</li> </ul>
Akaroa Design & Appearance Advisory Committee	<ul style="list-style-type: none"> <li>To comment on proposals for resource consent within the Akaroa Historic Area which involve the construction of a new building or the external modification or demolition of an existing building, which are forwarded to it by the Historic Places Trust.</li> <li>To advise any applicant for a building consent in the Akaroa Town Area on design and appearance matters, if requested to do so.</li> <li>To assist in the preparation and review of a Design and Appearance Guideline for the Akaroa Town area.</li> </ul>

7. The Council has determined its meeting schedule for 2008. It will hold Council meetings on the second and fourth Thursday of the month with reports and recommendations from Community Boards on the agenda for the second Thursday of the month. The Council has requested that Community Boards, when considering their meeting arrangements, to, as far as possible, schedule Community Board meetings for week 3 of each month. There will also be a review of delegations to boards early in this term.

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

8. Provision is made in the 2006 – 16 LTCCP on page 115 for the elected member representation and governance support.

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

9. Clause 30 of Schedule 7 of the Local Government Act 2002 provides that community boards may appoint committees that it considers appropriate and clause 32 (3) of the same schedule provides for community boards to delegate powers to a committee.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

10. Page 111 of the LTCCP level of service under democracy and governance.

**ALIGNMENT WITH STRATEGIES****Do the recommendations align with the Council's strategies?**

11. Not applicable.

**CONSULTATION FULFILMENT**

12. Not applicable.

**STAFF RECOMMENDATION**

It is recommended that the Board decide upon its governance structure.

**14. NEXT ORDINARY MEETING OF THE BOARD**

As the Board will only be deciding on its governance structure at this meeting, it is proposed that a date be set for the second ordinary meeting of the Board (February 2008) and that a schedule of both ordinary meetings and committee meetings be adopted at that meeting.

It is proposed that the Board next meet on Tuesday 19 February 2007 at 9:30am.

**STAFF RECOMMENDATION**

That the next ordinary meeting of the Akaroa-Wairewa Community Board be held on Tuesday 19 February 2008 at 9.30am in the meeting room at the Akaroa Service Centre.

**15. BRIEFINGS**

**15.1 LOCAL ROADING PROJECTS UPDATE**

David McNaughton, Asset Manager will attend the meeting to update the Board on roading issues.

**16. AKAROA HARBOUR ISSUES WORKING PARTY**

**Attached** are the minutes of the Akaroa Harbour Issues Working Party meeting held on 25 September 2007.

**STAFF RECOMMENDATION**

That the board receive the minutes of the Akaroa Harbour Issues Working Party meeting held on 25 September 2007.



Minutes for meeting held at Duvauchelle  
on 25 September 2007

**Present:** Pam Richardson, Derek Cox (DoC), John Roe, John McIlroy, Stewart Miller, Jim Ritchie, Bruce Clements, Ted Robinson, Jenny Bond (ECan), Geoff Carter and Mike Bourke (arrived 7.25pm).

The meeting started at 6.30pm.

1. **Welcome:** Geoff Carter welcomed everyone.
2. **Apologies:** Bob Meikle, Rod Naish, Bob Ayrey, Bruce Morton, Rachael Don (CPH) & Steve Lowdnes (because he has a clash with the rural primary health care group of which he is chair).
3. Bruce Clements moved that the minutes from the meeting of 24 July 2007 were correct. Pam Richardson seconded, carried All.

Bruce C moved a vote of thanks to Pam R for preparation of the submission on the Takamatua West Development.

4. (a) **Takamatua West Submission:** Pam Richardson reported that the Takamatua residents put in a submission. She asked if anyone would present the AHWP submission.

Pam R visited the site of the Takamatua West Development with John R and was "blown away" – appalled.

Bruce C offered to go and support Pam at the hearing.

Jenny B gave Pam R and Bruce C copies of procedures for presenting at resource consent hearings. Hearing date not yet known but is expected to be shortly.

- (b) **CCC update:** Information provided in an email form by Mike Bourke (CCC) read out by Jenny B.

Akaroa Wastewater Discharge Consent Renewal - Pre hearing meeting held in Akaroa with the submitters who wished to be heard on Monday 10th September. Good general agreement on consent conditions. We (CCC) need to discuss details of consent conditions with ECan Investigating Officer. Draft consent conditions then can be agreed with submitters if they wish. That means they withdraw their right to be heard at a hearing. If all submitters do withdraw their right to be heard then ECan hearings panel will make a decision. If any submitters do still wish to be heard then formal hearing required.

Akaroa Wastewater reticulation issues - repairs to pipes and manholes continues, house-to-house survey continues, visual flow monitoring during heavy rain events continues.

Akaroa Wastewater Treatment Plant - trickling filter and hydraulic upgrade tendered. There is 20 week delivery on equipment so wont be finished until March 08.

Wainui: Peer review of MWH work completed and no fatal flaw in the concepts found. Site survey and other predesign work progressing that will provide input to the draft Assessment of Environmental Effects that has been prepared. Risk assessment workshop underway

Akaroa Water Strategy: MWH have prepared three reports - water demand, water supply options, and demand management options. Reports now to be prepared covering issues and options for both the water and wastewater treatment plants. An hydraulic model of the reticulation system also to be commissioned. When these are complete, different scenarios (combinations of the various suites of options) will be analysed and public feedback sought. Probably early in 2008

Questions to Mike B answered when he arrived:

*What was the number of submitters to discharge consent renewal?*

Mike B reported approximately 6, eight in favour, eight against or to be heard.

*Can the length of the trial of the Portaloo at Sandy Bay, Hammonds Point be extended? Noting 9 September there were six boats including a picnic party that stayed two hours.*

Mike B reported CCC only committed for six weeks trial unless extra funding could be found. Community Board could assist said Stewart Miller.

**Action: Mike B** to report back on length of trial for Portaloo at Sandy Bay.

- (c) **Boat noise issues:** Geoff C reported that the Fox boat owner just returned from the States with a new system with more speakers. John Mcl reported the Fox had been quieter.

May still be a problem with Black Cat, although Black Cat is only beginning their talk on the sound system from Green Point.

John Mcl to keep a watching brief on the boat noise matter and will bring it to the attention of the group if the matter comes up again.

- (d) **Community and Public Health:** Nothing to report from CPH.

- (e) **DOC update:** Wayne Gibbs is joining Derek in the DOC office on the peninsula. Derek reported Wayne comes with much experience on things terrestrial, including trapping.

DOC has let a contract to NIWA to do site scan survey of Pohatu for the purpose of monitoring different habitats.

Mike Morrissey from Kaikoura and Bill Hails from Hamner have completed a survey of seals around the Peninsula via helicopter and photographs. The survey took four

hours. Counted 5,135 seals (2,262 between Birdlings Flat and the western side of Akaroa Harbour; 2873 between the eastern side of Akaroa to Okains Bay). Now investigating use of thermal imaging camera for doing recounts. Seems seal population is exploding. The seals feed in the deep-sea 1km from shore. Looking at taking vomit and scat samples to identify the fish special being consumed by the seals. Derek Cox provided a handout on the above information.

Pam R reported landowners are sometimes concerned about seals as they can carry a strain of Tb.

Hector's and Maui's Dolphin: Threat Management Plan – Draft for public consultation  
Derek summarised the impacts for Canterbury. Marine mammal sanctuary extended up to the Waipara River and out to twelve nautical miles.

Options in the plan cover from, do nothing, to set net bans and asking for public's view. DoC's view is to ban set nets. Geoff C has two websites where people can find out more and make comments.

Ted R reported he had read the document (takes 2 weeks) and that some of the options are:

- no nets set overnight
- set net stay with it (not flounder)

which are actions already being carried out in Akaroa Harbour.

Ted R doesn't believe there has been a decent study on the migration of dolphins into the harbour. In the public notices section a meeting was advertised to be held at Avon Hotel where you can meet with DOC and Fisheries staff and talk about the Plan.

Geoff C suggested if concerned about the Plan, you could put in your own submission.

Derek C (ph 304 5123) offered to talk to people and provided a handout.

## 5. General Business

Onawae – John Thom has taken over pest control for Ngai Tahu. Pre and post monitoring shows a drop in possums, stoats and other species. Last month joined by Lincoln University who has funding from government to look at new techniques for communities to manage their own pest control. In order to keep areas surrounding Onawae clear of pests, Upper Head trappers have formed. They are six volunteers from Robinsons to Tikao Bays. The group supported by DOC, ECan and Lincoln University and also apply for external funds.

Frances Schmechel has formed an on-line group called BP Birds, so those interested in birds can communicate. May even include on-line bird counts.

If want to assist or get involved, get in touch with John Thom.

Pam R thinks John Thom should be nominated for a Green Ribbon Award next year.

Derek C reported that since the trapping has got underway, the vegetation has come back, with canopies reforming in the treetops.

Need to get photo points underway so wanting help. Pam R offered to place an advert in the next BPCT newsletter.

**Action: Pam R** to place advert in BPCT for volunteer to carry out photo points for Onawae.

Clean up the World & Schools – Geoff C wrote to all schools and sent out information but had no response. Heard the scouts were interested, so approached them and got them registered for the event.

Canada Geese & Black Swans – Geoff C has culling licence. On Saturday morning at Lake Forsyth Fish and Game carried out a controlled shoot. Hasn't found any nests yet. Geoff counted 15 Black Swans in the bay and is sure they'll be a problem in 3-4 years.

John Mcl reported Black Swans reduce in numbers in December and January, he thinks because of the increased boat activities.

Pam R reported the Canada Geese have been removed from the wildlife list and landowners are concerned the cost to them now to control them.

Summer sampling – Jenny B reported Glen Bay will be included in the SWIMA programme in 2007/08. John Mclroy volunteered to be the sampler and source a back up sampler.

**Action: Jenny B** to arrange to meet with John Mcl and new sampler in early November to GPS site and train new sampler.

Samplers agreed to sample on the following dates over the Christmas period: 27 Dec and 3 Jan.

**Action: Jenny B** to check start date as 3 December is 1-2 weeks earlier than last years.

CCC area plan – Pam spoke to the CCC area plan in support of the AHWP. In response Pam R received information from CCC that Little Akaloa and Akaroa Wharf are having maintenance being done, so it is assumed that CCC are continuing to support the AHWP through staff time and funding for catering of meetings.

Inanga spawning sites survey – Pam R reported that the Mike Hickford's report is due for completion soon and that he has applied to ECan's EEFund for support for fencing at the spawning sites.

Pawsons Valley Stream Ecological Survey – Pam R reported she, local landowners and golf club representative met with Adrian Meredith (ECan water quality scientist) and Jenny B to discuss stream health and what options landowners could carry out to improve the stream health. Overall the stream's ecological health although poor is improving, based on previous years results.

Sediment Report – Jenny B reported a draft had been prepared and was currently being edited with assistance from Lesley Bolton-Ritchie (ECan). Jenny B hopes to provide the report at the next meeting.

Trester Holdings (Totara Drive) – Jim R reported a new subdivision is planned for Duvauchelle. Jim R shared some photos of the stream dirty (before subdivision

starts) in a rain event, as a result form land run-off. Concerned more water and dirty water will run into the stream as a result of a subdivision.

**Action: Mike B and Jenny B** to check what if any resource consents they have applied for.  
**Jenny B** to send Jim R an information sheet on Erosion & Sediment Control Guidelines for Jim R to give to developer.

Sea Lettuce – John McIlroy said nothing out of the normal.

Undaria – John McI reported that around the Glen area it seems to have reached equilibrium. Ted R said there was still quite a lot around French Farm.

Duvauchelle Show – Pam R recommended the group have a display at the Duvauchelle Show on Saturday 12 January 2008. The group agreed and called for volunteers to 'man' the group's stand.

**Action: ALL** to see if they can volunteer to represent the AHIWP at the Duvauchelle Show 12 January 2008.

In closing Geoff C:

- congratulated Pam R on Community Board appointment for Akaroa Wairewa.
- thanked Cr Bill Woods for all his time and interest in attending meetings.
- and informed the group he has decided to step back from the meetings, so will be looking for a new chair at the next meeting.

Meeting finished at 8:35 pm.

**Next meeting: Tuesday 27 November 2007.**

**17. SUBMISSION TO THE REMUNERATION AUTHORITY**

The Board was recently canvassed via email to consider its submission to the Remuneration Authority for the payment of salaries, expenses and allowances to elected members. Submissions closed on 20 November. The Board's submission has been lodged subject to final Board approval at this meeting.

**STAFF RECOMMENDATION**

That the Board approve the submission on the payment of salaries, expenses and allowances sent to the Remuneration Authority, as circulated.



## 18. COMMUNITY BOARD ADVISER'S UPDATE

### 18.1 LITTLE RIVER CEMETERY – ASHES BERM

At the September meeting of the Board an item of correspondence from the Mount Herbert Parish regarding the ashes berm at St. Andrews Church, Little River was considered. The board received the letter and asked that it be passed to staff for comment.

Ian Jackson, Council's Parks Contract Manager has reported on this issue as follows:

*"We intend to remove the existing concrete ashes beam from the car park area behind the church. A new beam will be installed between the top fence line and the most uphill row of graves. A quote has been obtained for the removal of the beam and the sowing down of the area."*

Staff are now waiting for approval from the Board to proceed with this course of action.

### 18.2 HERITAGE WEEK 2008

Shirley Inwood from the Strategy & Planning group has advised that Heritage Week is to be held from the 17<sup>th</sup> to 27<sup>th</sup> October 2008. As soon as the theme for the week is finalised, Board's will be advised. It is hoped that Community Board's will support Heritage Week as in the past it has been a very successful week putting the heritage of Christchurch City before the public.

The Board may wish to liaise with appropriate community groups to plan some activities to mark the occasion.

### 18.3 COMMUNITY BOARD FUNDING 2007/08

The Board still has \$15,000 Discretionary Funding and \$20,000 Reserves Discretionary Funding to be allocated for the 2007/08 financial year. This funding has to be expended by 30 June 2008.

It is recommended that applications be invited from community groups for funding from the Discretionary Fund and that Reserve management Committee's and groups maintaining Council reserves be invited to submit applications for funding from the reserves Discretionary Fund.

### 18.4 COMPUTERS FOR COMMUNITY GROUPS

The Community Development Adviser has reported that there will be some ex-Council computers available gratis for community groups in the new year. If members are aware of any community groups that could utilise a computer they should contact the Community Board Adviser.

### 18.5 CUSTOMER SERVICE REQUESTS – 15 SEPTEMBER 2007 – 16 NOVEMBER 2007

**Attached** for members information.

**Streets Maintenance CSR Received By Community Board  
from 15 Sep 2007 to 16 Nov 2007**



**CHRISTCHURCH**  
CITY COUNCIL · YOUR PEOPLE · YOUR CITY

As at 19 Nov 2007 13:07

Click on a type to drill down to subtypes

Call Types	Bur / Peg	Fen / Wai	Hag / Fer	Ric / Wig	Spr / Hea	Shr / Pap	Aka / Wai	Lvt / MtrH	Unknown	Totals
GRA Graffiti	316	149	496	184	328	290	0	2	21	1,787
PAG Parks General	7	3	8	3	5	5	0	0	12	43
PAM Parks Maintenance	263	232	292	274	205	207	23	27	71	1,594
PKE Parking Enforcement	59	31	54	49	59	46	2	9	14	323
SER Sewer Reactive Maintenance	10	12	45	8	30	22	8	10	1	145
SET Treatment Plant	0	0	0	0	0	0	1	0	0	1
STA Road Markings	2	13	14	10	14	7	0	0	2	62
STB City Street Bus Stops	12	12	19	11	8	11	0	0	5	78
STE Street Cleaning / Sweeping	106	101	253	161	164	131	8	17	36	976
STF Footpaths	44	43	99	49	62	71	7	6	2	383
STL Street Lights	14	27	27	33	30	22	3	8	2	166
STM Street Maintenance	39	72	109	170	115	79	11	20	36	651
STQ Traffic Engineer Community Eng	12	34	55	27	29	35	2	5	8	207
STS Street Signs	45	64	94	79	67	61	4	8	19	441
STW Pavement Weed Control	1	1	6	5	11	9	0	2	0	35
STX Street Grass Maintenance	54	25	68	42	52	55	1	3	2	302
STY Street Shrubs Maintenance	22	22	68	27	46	32	2	6	5	232
TSA Park Trees	49	51	40	40	35	37	3	6	5	266
TSS Street Trees	93	113	96	73	91	101	8	21	10	607
WAQ Water Quality	3	2	1	5	4	1	0	1	0	17
WAR Water Reactive Maintenance	138	175	297	175	356	186	22	46	11	1,405
WWE Waterways Environmental Asset	4	15	7	9	13	30	0	0	12	90
WWG Waterways General	9	7	12	5	15	9	0	3	2	62
WWU Waterways Utilities	4	8	16	11	14	23	2	2	10	90
<b>Totals:</b>	<b>1,306</b>	<b>1,212</b>	<b>2,177</b>	<b>1,450</b>	<b>1,751</b>	<b>1,471</b>	<b>106</b>	<b>204</b>	<b>286</b>	<b>9,963</b>

See next page for charts

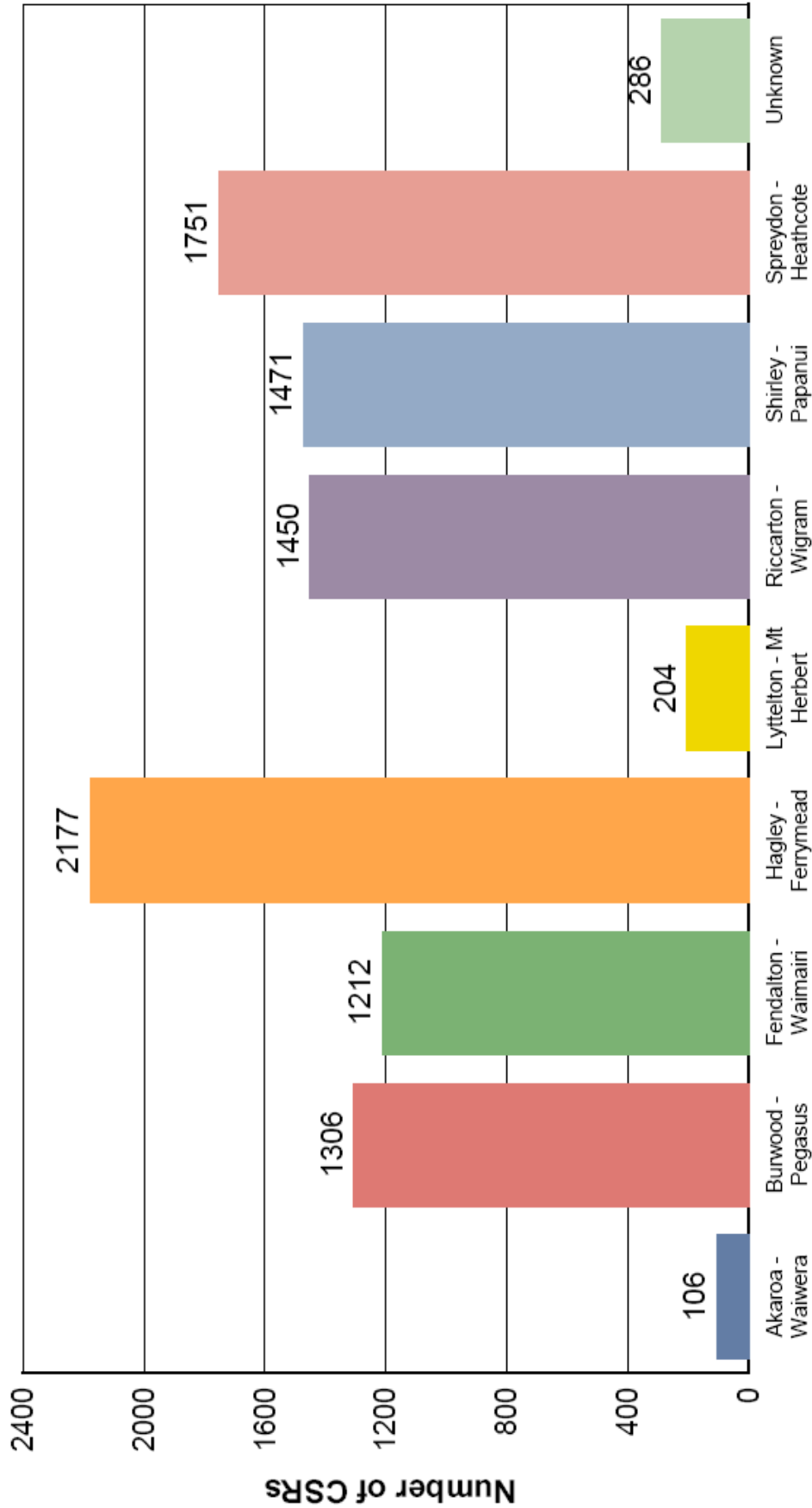
**Streets Maintenance CSR Calls Received By Community Board  
from 15 Sep 2007 to 16 Nov 2007**

As at 19 Nov 2007 13:07

Click on a bar to drill down to Call Types for that Community Board



# Number of CSRs



5. 12. 2007

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19. BOARD MEMBERS INFORMATION EXCHANGE

20. NOTICES OF MOTION

21. MEMBERS' QUESTIONS