



Christchurch City Council

LYTTELTON-MT HERBERT COMMUNITY BOARD AGENDA

WEDNESDAY 12 DECEMBER 2007

AT 9:30 AM

IN THE MEETING ROOM
LYTTELTON RECREATION CENTRE
25 WINCHESTER STREET, LYTTELTON

Community Board: Ann Jolliffe, Claudia Reid, Dawn Kottier, Douglas Couch, Jeremy Agar and Paula Smith

Community Board Adviser

Liz Carter

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1. **APOLOGIES**

2. **CONFIRMATION OF MEETING REPORT – 6 NOVEMBER 2007**

The report of the Board's ordinary meeting (*both open and public excluded sections*) of 6 November 2007 is **attached**.

STAFF RECOMMENDATION

That the report of the Board's ordinary meeting held on 6 November 2007 be confirmed.

**LYTTELTON-MT. HERBERT COMMUNITY BOARD
6 NOVEMBER 2007**

**A meeting of the Lyttelton/Mt Herbert Community Board
was held on Tuesday 6 November 2007 at 3pm**

PRESENT: Jeremy Agar, Doug Couch, Ann Jolliffe, Dawn Kottier, Claudia Reid,
and Paula Smith

APOLOGIES: Nil

PART B – REPORTS FOR INFORMATION

1. WELCOME

The Democracy Services Manager, on behalf of the Chief Executive, welcomed people to the inaugural meeting of the Lyttelton/Mt Herbert Community Board for the 2007/2010 triennium.

2. GENERAL EXPLANATION

The Board **received** a report by the Legal Services Manager on the provisions of the following legislation:

- (a) Local Government Official Information and Meetings Act 1987,
- (b) Local Authorities (Members' Interests) Act 1968,
- (c) Sections 99, 105 and 105A of the Crimes Act 1961,
- (d) Secret Commissions Act 1910,
- (e) Securities Act 1978.

3. REPORT OF THE ELECTORAL OFFICER

The Board **received** the Electoral Officer's report on the recent elections.

4. APPOINTMENT OF COUNCILLORS AS MEMBERS OF COMMUNITY BOARDS

The Community Board Adviser reported to the Board that at its installation meeting on 24 October 2007, the Council resolved to appoint Councillor Claudia Reid to the Lyttelton/Mt Herbert Community Board for the 2007/10 term.

The Board **received** the information.

PART C – DELEGATED DECISIONS

5. ORAL DECLARATION BY MEMBERS ATTESTED IN THE PRESENCE OF THE DEMOCRACY SERVICES MANAGER REPRESENTING THE CHIEF EXECUTIVE

All Community Board members completed declarations which were attested by the Democracy Services Manager, on behalf of the Chief Executive.

6. ELECTION OF CHAIRPERSON

The Board considered a report outlining voting systems which it could adopt when voting for the election of a Chairperson and Deputy Chairperson.

The Board **resolved** to adopt the voting system A, as per the circulated report, for use when electing the Chairperson and Deputy Chairperson.

The Manager Democracy Services called for nominations for the position of Chairperson of the Lyttelton/Mt Herbert Community Board.

Paula Smith was nominated by Jeremy Agar and seconded by Dawn Kottier.

There being no further nominations, Paula Smith was duly elected Chairperson of the Lyttelton/Mt Herbert Community Board.

7. ORAL DECLARATION BY CHAIRPERSON ATTESTED IN THE PRESENCE OF THE DEMOCRACY SERVICES MANAGER REPRESENTING THE CHIEF EXECUTIVE

Paula Smith completed the Chairperson's declaration in the presence of the Democracy Services Manager representing the Chief Executive.

8. ELECTION OF DEPUTY CHAIRPERSON

The Chairperson called for nominations for the position of Deputy Chairperson of the Lyttelton/Mt Herbert Community Board.

Jeremy Agar was nominated by Claudia Reid and seconded by Dawn Kottier.

There being no further nominations, Jeremy Agar was duly elected Deputy Chairperson of the Lyttelton/Mt Herbert Community Board.

9. FIRST ORDINARY MEETING OF THE BOARD

The Board **resolved** that the first ordinary meeting of the Lyttelton/Mt Herbert Community Board be held on Wednesday 12 December 2007 at 9.30am (the venue of the meeting to be decided by staff).

10. NEW ZEALAND COMMUNITY BOARDS' EXECUTIVE COMMITTEE ELECTIONS - CALL FOR NOMINATIONS

The Board **resolved** that:

(a) The Board Chairperson and Deputy Chairperson, or their nominees, be authorised to consider the opportunity provided for joining with another board(s) in nominating and/or seconding suitable member candidates for election to the positions of Zone 5 Representative, and Deputy, for the New Zealand Community Boards' Executive Committee.

(b) That the exercise of any such authorisation be reported to the Board for record purposes.

The meeting concluded at 3.30pm

CONSIDERED THIS 12TH DAY OF DECEMBER 2007

Paula Smith
CHAIRPERSON

3. DEPUTATIONS BY APPOINTMENT

3.1 PADDY CRISP

Mr Crisp (the Diamond Harbour youth worker) will attend the meeting along with some representatives from the local youth to talk about the recently launched Internet Café

3.2 NOELINE ALLAN

Ms Allan wishes to address the Board about a Community Education Programme for the Lyttelton Harbour Basin

3.3 STAN CRETNEY

Mr Cretney will make a presentation to the Board on a proposal for elderly housing in Diamond Harbour

3.4 JOHN STEVENS

Mr Stevens wishes to address the Board regarding issues with some concrete curbing in Cass Bay

4. PRESENTATION OF PETITIONS

5. CORRESPONDENCE

5.1 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 6 on this agenda.

5.2 NEIGHBOURHOOD SUPPORT CANTERBURY

Attached is a letter from the Neighbourhood Support Canterbury requesting that Philipa Hay would continue to be the Board's current representative.

STAFF RECOMMENDATION

It is recommended that the Board receive this letter and consider the requests when considering appointments under Item 6 on this agenda.

12. 12. 2007

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ATTACHMENT TO CLAUSE 5.1

13/11
Lisa

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

12. 12. 2007

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ATTACHMENT TO CLAUSE 5.1

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

12. 12. 2007

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ATTACHMENT TO CLAUSE 5.2

Neighbourhood Support
Canterbury



Neighbourhood Support Canterbury Inc
C/- PO Box 2109
CHRISTCHURCH
Telephone (03)378 0437
Mobile 027 3050632
Email canterburyns@paradise.net.nz
Website www.ns.org.nz

31 October 2007

The Community Board Advisor
Lyttelton/Mount Herbert Community Board
PO Box 237
CHRISTCHURCH

Dear Sir/Madam

Under the terms of the Constitution of Canterbury Neighbourhood Support Inc, our Committee comprises representatives from each of the seven Community Boards in Christchurch. As the local body elections have been completed, we would ask that your Board consider appointing one representative.

Prior to the recent election the Board was represented by Philipa Hay and we would be pleased if she could be re-appointed.

Our meetings are bi-monthly, with our next meeting scheduled for Monday, 17 December 2007.

I would be obliged if you could advise the details of the appointee in due course.

Yours faithfully



Pat Creasey
Christchurch Coordinator
Canterbury Neighbourhood Support Inc

6. BOARD REPRESENTATION ON OUTSIDE ORGANISATIONS AND COMMITTEES

General Manager responsible:	General Manager Regulation and Democracy Services , DDI 941-8549
Officer responsible:	Democracy Services Manager
Author:	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 2004/07 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 Lyttelton-Mt.Herbert 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:
 - Diamond Harbour & Districts Health Support Group
 - Lyttelton Museum
 - Orton Bradley Park Trust Board
4. It was noted, when Council considered this matter, that although the Lyttelton District Community Arts Council and Safer Banks Peninsula - Lyttelton were bodies that the Board also previously made appointments to; these bodies no longer existed or there was no need to appoint an elected representative, so no appointment power was required.
5. The Harvey Page Trust/Corsair Bay Advisory Committee is another organisation that the Board historically made an appointment to, however that Committee has now become defunct as it has spent all the funds which had been left in trust for it to expend.
- 6.. 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.
7. In addition, the Board has a number of community organisations for which it appoints a representative or liaison person.

• Age Concern Canterbury	1 Liaison person
• Cass Bay Residents Association	1 Liaison Person
• Charteris Bay Residents Association	1 Liaison Person
• Church Bay Residents Association	1 Liaison Person
• Corsair Bay Residents Association	2 Liaison People
• Diamond Harbour Community Association	1 Liaison Person
• Governors Bay Community Association	1 Liaison Person
• Lyttelton Harbour and Bays Youth Council	2 Liaison People
• Lyttelton Harbour Residents Association	1 Liaison Person
• Neighbourhood Support Canterbury*	1 Representative
• Pony Point Committee	1 Liaison Person
• Pony Point Committee	1 Liaison Person
• Port Levy Residents Association	2 Liaison People
• Project Port Lyttelton	1 Liaison Person
• Purau Residents Association	2 Liaison People
• Rapaki	1 Liaison Person

*(See letter **attached** under correspondence – Item 5.2)

6. Cont'd

8. The Board may also wish to appoint a liaison person for some other organisations that Board members think it is appropriate to have closer links with.

FINANCIAL IMPLICATIONS

9. 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.

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

10. Not applicable

LEGAL CONSIDERATIONS

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

11. 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?

12. Not applicable

ALIGNMENT WITH STRATEGIES/POLICIES/BOARD OBJECTIVES

13. 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?

14. Yes, as per paragraph 8 above.

CONSULTATION FULFILMENT

15. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Board consider appointing representatives to the outside organisations and committees listed in paragraph's 3, 6 and 7 above.

7. APPOINTMENT OF RESERVE MANAGEMENT COMMITTEES

General Manager responsible:	Peter Mitchell, General Manager, Regulation and Democracy Services
Officer responsible:	Lisa Goodman, Manager, Democracy Services Unit
Author:	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 Memorandum of Understanding (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 three 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.

FINANCIAL IMPLICATIONS

5. There are no financial implications.

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

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

LEGAL CONSIDERATIONS

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

Legal Structure

7. Clause 30 of Schedule 7 of the Local Government Act 2002 provides that a local authority or 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 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)).
8. 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 Committee's. In those instances the Board will be asked to confirm the individual members of the relevant RMC.

7. Cont'd

9. 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....”*
10. 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.
11. 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 imposedby 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.
12. 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.*”
13. 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

14. 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.
15. 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.

7. Cont'd

16. 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).
17. 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.
18. 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”.*
19. 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.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

20. 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?

21. 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

22. 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

23. Strong Communities

Promote participation in democratic processes

7. Cont'd

Do the recommendations align with the Council's strategies?

24. Yes, as above

CONSULTATION FULFILMENT

25. 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 Allandale Reserve Management Committee, the Lyttelton Reserves Management Committee (operating as "Lyttelton Reserves Committee"), and the Lyttelton Recreation Ground Reserve Management Committee as its subcommittees, confirm that the current members of each RMC remain as members of that RMC, and confirm the current delegated powers exercised by the RMCs in accordance with the respective Reserve Management Plans.
- (b) Declare that the Allandale Reserve Management Committee, the Lyttelton Reserves Management Committee (operating as "Lyttelton Reserves Committee"), and the Lyttelton Recreation Ground 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.
- (c) 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 11 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

26. 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.

27. 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.

7. Cont'd

- (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.
- 28. 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

- 29. 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

- 30. 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

- 31. The first option.

8. APPLICATION TO THE LYTTTELTON-MT. HERBERT BOARD'S DISCRETIONARY FUND

General Manager responsible:	General Manager, Community Services, DDI 941 8534
Officer responsible:	Unit Manager, Community Support, DDI 941-8879
Author:	Philipa Hay, Community Development Adviser, DDI 941 5657

PURPOSE OF REPORT

1. The purpose of this report is to present an application for funding to the Community Board from the 2007/08 Discretionary Fund/Youth Development Funding Scheme.

EXECUTIVE SUMMARY

2. Danielle Bowater is 17 years of age and has resided in Lyttelton all her life. Danielle is a personable student who has worked very hard in her chosen sport since a young age. Danielle has the opportunity to compete in two Olympic class regattas in Australia over a three week period in January in 470s with her sailing partner of 16 months, Susannah Pyatt from Auckland. This is a step up from the 420s she has been sailing previously and will provide a wealth of experience both in racing in this class against top opposition and in life-skills in organising this campaign in preparation for possible Olympic inclusion.
3. Danielle has shown commitment and sacrifice for her sailing. She has participated and competed in a range of regattas at both national and international level. Danielle and her partner won the 420 Women's National Championship in April 2007 (3rd overall) and mid-year were placed 17th in the woman's 420 Europeans and then 5th in the Junior Europeans. Danielle was chosen for the Yachting New Zealand Youth Development Squad this year which has meant schooling at Takapuna Grammar to enable her to attend the coaching sessions which are all in Auckland. She was recently awarded The Mander Trust Canterbury Youth Sailor of the Year.
4. Danielle is currently the only Canterbury youth sailor competing at international events in Europe. Danielle always takes pride in representing her country and our community when she competes – her yacht clubs are recorded on the results. She is a member of both the Naval Point and Charteris Bay yacht clubs in the harbour and has coached 'Juniors' (8-15 year-olds) from the latter for some years and continues to do so. Danielle is a great role model - her coaching work and her profile nationally (and internationally) demonstrates a future in this sport and encourages the younger members from our area to strive for excellence and to continue with their yachting.
5. This is the first time this young person has approached the Community Board for funding support. All costs for regattas must be met by the individuals as Yachting New Zealand, the national body, provides limited funding at this level. Danielle and her family have approached many organisations seeking funding and sponsorship for this and previous campaigns.

FINANCIAL IMPLICATIONS

6. The Board has an annual Discretionary Fund of \$15,000. This Fund has to be allocated within the 2007-08 financial year.

8. Cont'd

7. The following table provides an estimated breakdown of the costs and fundraising for the campaign as at the end of November with an approximate shortfall of \$7515 at this time.

EXPENSES	Cost (\$)
TRAVEL	
Airfare	\$1,464
Travel Insurance	\$ 360
ACCOMMODATION, FOOD	
Accommodation	\$2,800
Food	\$1,200
Hire car/petrol	\$1,500
SAILING COSTS	
Coaching and charter RIB	\$ 600
Charter 470	\$2,000
Entry Fees – Sail Melbourne (300 AUD) and Worlds (300 Euro)	\$ 350 \$ 600
Insurance	\$ 570
Shipping Costs	\$1,000
RELATED COSTS	
Sails – Main Gib Spinnaker	\$1,620 \$ 927 \$1,432
Sailing Equipment – Harness Buoyancy Vests Sailing Kit	\$ 329 \$ 220 \$2,008
Total Cost	\$18,980

FUNDRAISING	Amount (\$)
Sponsorship from European campaign	\$5,000
Fundraising from previous campaign	\$5,000
Outsider Youth Girls' Scholarship - Airfares	\$1,464
The Trust Charitable Foundation	\$3,800 (pending)
Total	\$15,264

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

8. Yes.

LEGAL CONSIDERATIONS

9. Under the Community board delegation, the Board has “*absolute discretion over the implementation of the discretionary funding allocation of \$15,000, (subject to being consistent with any policies or standards adopted by the Council).*”

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

10. Not Applicable.

8. Cont'd

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

11. LTCCP – Recreation and Leisure – Page 131
- Community – by giving everybody the opportunity to participate in sport and physical activity.
 - Health – by encouraging people in Christchurch to live healthy and active lifestyles.
 - Recreation – by encouraging more people to participate in leisure, physical and sporting activities.

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

12. As above.

ALIGNMENT WITH STRATEGIES

13. Application aligns with the Council's Youth Strategy and local Community Board objectives.

Do the recommendations align with the Council's strategies?

14. As above.

CONSULTATION FULFILMENT

15. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Community Board allocate \$500 to Danielle Bowater from the 2007/08 Community Board Discretionary Fund.

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

General Manager responsible:	General Manager Michael Theelen, DDI 941-8177
Officer responsible:	Jane Cartwright Manager
Author:	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.



9. 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.



9. Cont'd

- Lower Waimakariri River- important braided river habitat with endangered species.
- 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.

9. 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 suit 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.

9. 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 Rākahautū Biodiversity Strategy;
- (b) Contribute to the 2008 Biodiversity Implementation Plan as part of the 2009/19 LTCCP process.

10. RECESS COMMITTEE

General Manager responsible:	General Manager Regulation and Democracy Services, DDI: 941-8462
Officer responsible:	Democracy Services Manager
Author:	Liz Carter, 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 5th 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 RECOMMENDATION

- (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. GOVERNANCE STRUCTURE FOR NEW TERM

General Manager responsible:	General Manager Regulation and Democracy Services, DDI 941-8549
Officer responsible:	Democracy Services Manager
Author:	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 Lyttelton-Mt. Herbert 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 Lyttelton-Mt. Herbert Community Board operated in the previous term.

11. Cont'd

Committee	Areas of Responsibility
Akaroa Museum Advisory Meeting	<ul style="list-style-type: none"> 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.
Akaroa Design & Appearance Advisory Committee	<ul style="list-style-type: none"> 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.

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.

12. NEXT ORDINARY MEETING OF THE BOARD

12. 12. 2007

-30-

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 Wednesday, 20 February 2008 at 9:30 am.

STAFF RECOMMENDATION

That the next ordinary meeting of the Lyttelton-Mt. Herbert Community Board be held on Wednesday, 20 February 2008 at 9:30 am in the meeting room at the Lyttelton Recreation Centre.

13. BRIEFINGS

13.1 LOCAL ROADING PROJECTS UPDATE

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

14. 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.

15. COMMUNITY BOARD ADVISERS UPDATE

15.1 HERITAGE WEEK 2008

Shirley Inwood from the Strategy & Planning group has advised that Heritage Week is to be held from the 17th to 27th October 2008. As soon as a 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.

15.2 COMMUNITY BOARD FUNDING 2007/08

The Board still has \$15,000 Discretionary Funding and \$15,000 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.

15.3 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.

15.4 DIAMOND HARBOUR COMMUNITY EARLY CHILDHOOD CENTRE

Kathy Jarden from the Property Unit has met with Catherine McDonald, Community Support Manager this to discuss the issues that need to be addressed regarding identifying a suitable site that Council could consider leasing to the Diamond Harbour Early Childhood Centre Inc (DHCECC) for the establishment of a childcare centre.

At the September Community Board meeting the DHCECC expressed disquiet at the length of time it would take to confirm the availability of the Waipapa Avenue site and they asked the Board to have staff work with them to look at other sites with a view to possibly obtaining a lease for another parcel of land.

Staff are suggesting that a workshop be convened early in the new year to work through these issues and have asked that I speak to the Board indicating that this is staff's recommendation so that all parties can work through these issues and concerns in an open and constructive manner. Although this does not provide an immediate solution to the DHCECC, we feel that a workshop would be a positive step forward in addressing their concerns and expectations.

15. Cont'd

An invitation to the workshop should be extended to:

- Board members
- DHCECC representatives
- Council Staff – (to be confirmed)
- Community Support Unit Manager
- Community Engagement Advisor
- Community Development Advisor
- Greenspace Planner handling the Stoddart Point Reserves Management Plans
- Planning and Investigations Team Leader
- Property Consultancy Team Leader
- Property & Leasing Adviser
- Consultation Leader – Greenspace
- Consultation Manager
- Acting Strategy Support Manager
- Other staff to be determined – specifically planning staff involved in urban development strategy and harbour basin settlement plans

15.5 CUSTOMER SERVICE REQUESTS – 7 SEPTEMBER 2007 – 25 NOVEMBER 2007

Attached for members information.

**Streets Maintenance CSR Received By Community Board
from 7 Sep 2007 to 25 Nov 2007**



As at 26 Nov 2007 14:58

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	Lyt / MtH	Unknown	Totals
GRA Graffiti	406	200	669	247	432	373	0	6	30	2,363
PAG Parks General	10	3	12	4	6	8	0	1	14	58
PAM Parks Maintenance	329	297	355	356	244	262	26	30	88	1,987
PKE Parking Enforcement	72	36	71	62	70	60	2	9	15	397
SER Sewer Reactive Maintenance	10	14	69	12	39	24	8	13	1	190
SET Treatment Plant	1	0	0	0	0	0	1	0	0	2
STA Road Markings	4	17	18	14	18	10	0	0	2	83
STB City Street Bus Stops	13	16	22	15	15	14	0	0	6	102
STE Street Cleaning / Sweeping	125	120	318	194	200	158	9	22	47	1,193
STF Footpaths	62	58	127	65	78	95	10	7	3	506
STL Street Lights	28	35	32	41	36	29	4	8	3	216
STM Street Maintenance	53	97	161	213	143	105	21	26	51	871
STQ Traffic Engineer Community Enq	15	37	67	37	40	41	3	6	9	255
STS Street Signs	51	74	113	93	84	77	7	12	24	535
STW Pavement Weed Control	3	1	8	8	15	11	0	4	1	51
STX Street Grass Maintenance	70	37	76	57	64	67	2	3	3	379
STY Street Shrubs Maintenance	26	33	90	37	63	47	2	8	9	315
TSA Park Trees	57	56	50	43	43	49	3	7	5	313
TSS Street Trees	107	126	108	84	100	112	9	24	12	683
WAQ Water Quality	3	3	2	7	5	2	0	1	0	23
WAR Water Reactive Maintenance	180	224	386	220	446	233	27	62	12	1,790
WWE Waterways Environmental Asset	6	22	10	15	18	36	0	0	13	120
WWG Waterways General	10	8	15	6	19	14	0	3	2	77
WWU Waterways Utilities	4	11	19	12	16	28	3	2	16	111
Totals:	1,645	1,526	2,797	1,842	2,194	1,857	136	256	366	12,620

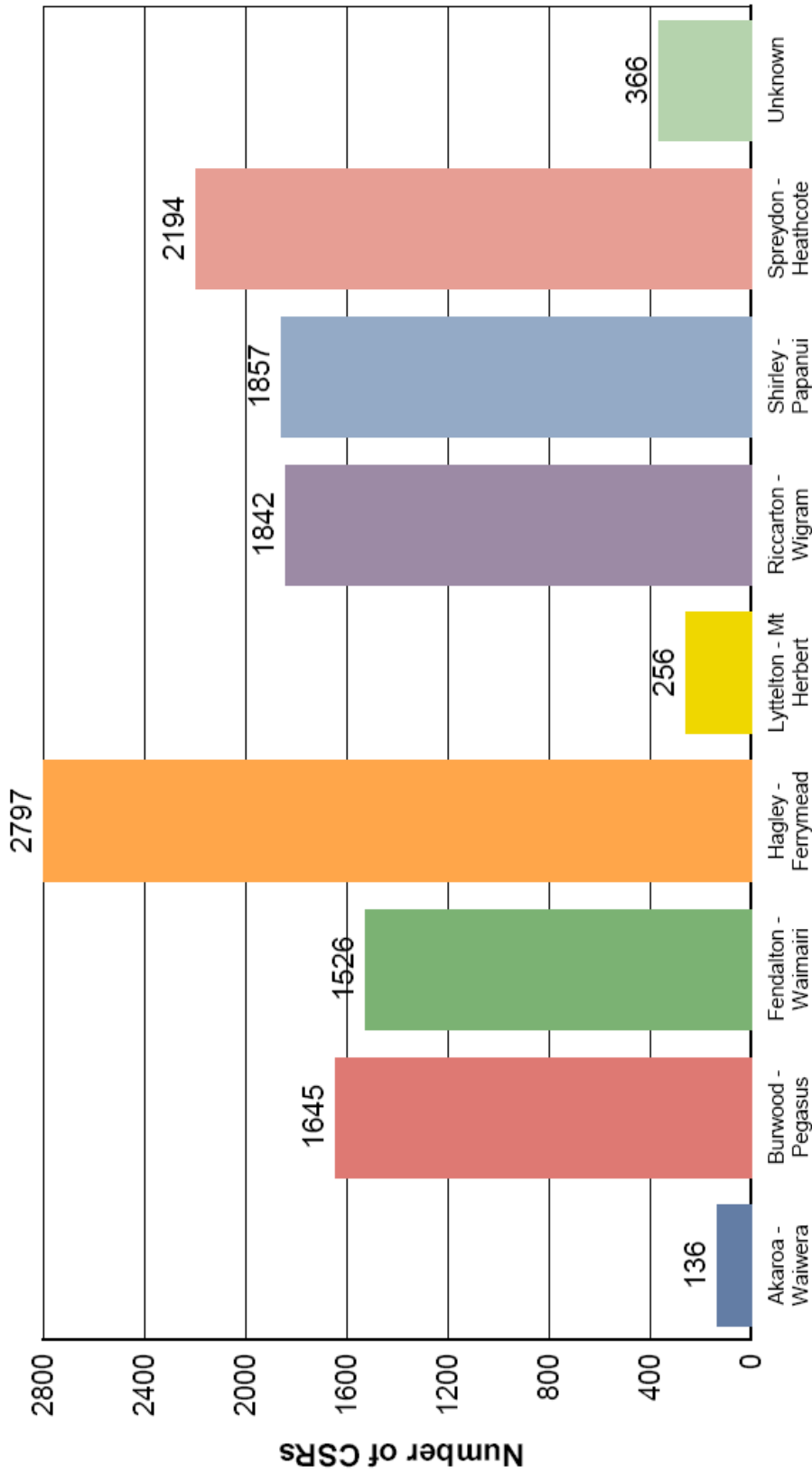


Streets Maintenance CSR Calls Received By Community Board
from 7 Sep 2007 to 25 Nov 2007

As at 26 Nov 2007 14:58

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

Number of CSRs



Streets Maintenance CSR per Community Board

16. BOARD MEMBERS INFORMATION EXCHANGE

16.1 KARAKIA

The Chairperson wishes to discuss the introduction of a karakia at the beginning of each Board meeting

17. NOTICES OF MOTION

18. MEMBERS' QUESTIONS