



Christchurch City Council

AKAROA-WAIREWA COMMUNITY BOARD AGENDA

THURSDAY 18 DECEMBER 2008

AT 9:30 AM

IN THE SUPPER ROOM OF
THE GAIETY,
105 RUE JOLIE, AKAROA

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

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- PART A - MATTERS REQUIRING A COUNCIL DECISION
- PART B - REPORTS FOR INFORMATION
- PART C - DELEGATED DECISIONS

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1. **APOLOGIES**

2. **CONFIRMATION OF MEETING MINUTES – 20 NOVEMBER 2008**

The minutes of the Board's ordinary meeting of 20 November 2008 are **attached**.

STAFF RECOMMENDATION

That the minutes of the Board's ordinary meeting be confirmed.

**AKAROA/WAIREWA COMMUNITY BOARD
20 NOVEMBER 2008**

**A meeting of the Akaroa/Wairewa Community Board
was held on Thursday 20 November 2008 at 9.30am in the Boardroom
Little River Service Centre**

PRESENT: Stewart Miller (Chairman), Jane Chetwynd, Bryan Morgan, Claudia Reid, Pam Richardson and Eric Ryder

Claudia Reid left the meeting at 9:47 am and returned 10:02 am and was absent for Clause 1.3.

Claudia Reid apologised and left the meeting at 12:45 pm and was absent for Clauses 6.2, 7, 8.

The Board reports that:

PART B – REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

1.1 Lisa Daffin - Birdlings Flat

Ms Daffin tabled a letter which expressed the Birdlings Flat residents' disappointment that the staff report on the application for funding for a community centre at Birdlings Flat had once again not been placed on the Board's agenda. Ms Daffin informed the Board that the delay has become a personal financial burden to her and Mr Daffin as the land proposed as suitable for the centre was sitting idle awaiting a decision from Council.

Ms Daffin was advised that staff were looking into all the implications of this project and other options that may be available.

1.2 Neil Jackson - Birdlings Flat

Mr Jackson asked the Board if a recycling/refuse point could be situated within the residential area of Birdlings Flat. He said at the present time residents had to travel to the refuse station which was a 5 km round trip.

It was suggested that the residents of Birdlings Flat write to Council requesting that a recycling facility be situated at Birdlings Flat.

1.3 Martin Witt - Smokefree Canterbury

Mr Witt from the Cancer Society gave a presentation on Smokefree Playgrounds on behalf of Smokefree Canterbury. He said a survey had been undertaken recently which showed over-whelming support for playgrounds to become smokefree. He said it was not a ban on smoking but was intended to encourage people to be responsible role models and not smoke around children.

Mr Witt said Council at its November meeting had endorsed the trial of smokefree playgrounds and parks and would be carrying out its own telephone survey this month. He said Smokefree Canterbury could also assist with sourcing funding for any signage required.

The Board agreed that a smokefree environment in parks and playgrounds would be a positive move.

2. CORRESPONDENCE

2.1 Akaroa Cruising Club

The Board considered a letter from the Akaroa Cruising Club stating its concerns regarding the two large trees in close proximity to the Club and the Akaroa Lighthouse; a macrocarpa in the Garden of Tane and a pine tree on the bank beside the Akaroa Lighthouse.

The Board reiterated its concern that urgent steps should be taken to remove the trees as not only was the Akaroa Lighthouse a registered historic building but there was also a safety issue for people using the dinghy park, below the pine tree.

The Board felt that even a minor chance that the lighthouse, an iconic Akaroa landmark, could be damaged was reason enough to remove the pine tree.

The Board **received** the correspondence from the Akaroa Cruising Club and referred the matter to staff requesting that urgent steps be taken to remove the trees.

2.2 Okains Bay Maori and Colonial Museum

The Board considered a letter from the Okains Bay Maori and Colonial Museum regarding undrinkable water in Okains Bay. It was noted that the Okains Bay school, Museum and reserve were all on the same water supply, which was a privately operated supply, not a Council supply.

The Board **received** the correspondence and referred it to staff for comment.

3. RESERVES MANAGEMENT COMMITTEE MINUTES

3.1 Duvauchelle Reserve Management Committee - 13 October 2008

The Board was advised that it was incorrectly reported in these minutes that Board approval has to be given when a Chairman is appointed. This is not the case, as the committees have delegated authority to appoint a Chairman.

The Board **received** the minutes of the Duvauchelle Reserve Management Committee meeting held on 13 October 2008.

4. AKAROA HARBOUR ISSUES WORKING PARTY MINUTES - 30 SEPTEMBER 2008

The Board **received** the minutes of the Akaroa Harbour Issues Working Party meeting held on 30 September 2008.

5. AKAROA HARBOUR BASIN SETTLEMENTS STUDY - ENDORSEMENT OF PREFERRED OPTIONS FOR CONSULTATION

The Board considered a report on the issues and options to form long-term strategic planning for the eight settlements of the Akaroa Harbour Basin (Wainui, Tikao Bay, French Farm, Barrys Bay, Duvauchelle, Robinsons Bay, Takamatua and Akaroa). Council's Senior Policy Planner outlined the Issues and Options document.

The Board made the following comments:

- Staff need to be aware that Environment Canterbury may have different 'Silent Files' recorded to those recorded in the Banks Peninsula section of the Christchurch City Plan.
- Members requested that it be made clear in the document that Takamatua and Akaroa are separate settlements, as some sections referred to "Akaroa/Takamatua".

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- Members noted that the BP Meats Site is freehold land owned by the Council, not necessarily a “public place” as may be perceived by the Akaroa community.
- Staff should be aware of the special character of Akaroa and the rural nature of the settlements in the Akaroa Harbour.
- Members endorsed the option that an “Akaroa Places and Spaces Report” be commissioned as this would emphasise the original intent of the current study.
- Social Housing should be more correctly defined as “Affordable Housing”.

The Board **decided** to recommend that the Council adopt the staff recommendation subject to the points raised by members being incorporated, where applicable, into the document.

The report and accompanying recommendations from the Board were submitted to the Council meeting on 11 December 2008, as a report from the Chairman.

6. BRIEFINGS

6.1 Akaroa Town Crier

The Community Development Adviser updated the Board on the funding issue for the Akaroa Town Crier. She said the Town Crier was originally employed under the Akaroa Vision Group which now no longer existed and that Akaroa District Promotions (ADP) had taken on the responsibility of the Town Crier, however that group cannot afford another staff member. She said that she was making enquiries as to whether ADP could make an application to the Metropolitan Strengthening Communities Fund next year.

The Board was advised that \$2,000 has been funded from the Mayor’s Project Fund and \$2,000 has been provided from Christchurch Canterbury Tourism as one off payments for the current year.

6.2 Akaroa Playcentre Fence - Art Project

The Community Development Adviser updated the Board on a proposal to attach brightly coloured art work panels to the fence at the back of the skateboard park bordering the Playcentre play area.

She said nine 1200 x 1500 panels would be attached to a backing board for erection purposes. Council staff have approved this project subject to some conditions relating to ongoing maintenance and responsibility issues being accepted by the Akaroa Area School. The school is not directly involved with the project, however the Akaroa Heartlands Centre was prepared to accept these responsibilities.

The Board agreed that the artwork could be acknowledged at the same time the Children’s Bay walkway is opened. The Board also asked that staff ensure that maintenance of the artwork be written into any agreement with the organisation that signs the agreement and an acknowledgement that the artwork would have a finite life span.

Staff were asked to write to the Historic Places Trust advising them of the artwork to be erected, as the proposal fell within the Akaroa Historic Area.

7. COMMUNITY BOARD ADVISER’S UPDATE

7.1 LTCCP Discussion

The Board discussed issues it wished to raise at the seminar to be held on 21 November with the General Manager, City Environment:

- Akaroa and Little River Service Centres - Capital and Maintenance Issues
- Okuti Community Hall
- Aylmers Valley Stream tidy up

7 Cont'd

- Port Access Road - should NZTA contribute to this
- Takapuneke Reserve - question purpose of allocation
- Museum Storage Project - Priority
- Robinsons Bay Reserve - question amount of funding
- Footpaths

7.2 Christmas Function - It was agreed that the December meeting of the Board would be held at the Gaiety Hall commencing at 9:30 am and concluding with a luncheon with local volunteers and staff.

7.3 Community Boards Conference - The Board was reminded that the Early Bird Registration closed in the middle of December.

8. ELECTED MEMBERS INFORMATION EXCHANGE

Members shared information on current issues and activities, including:

- Telecom property, Rue Jolie - Staff were asked to contact Telecom to request that this area be tidied up.
- Akaroa School and Community Library Committee - AGM to be held on 27 November where it was intended that the committee would be wound up.
- French Farm - New Zealand Geographical site states land correctly called "French Farm" and the bay "French Farm Bay"
- Takapuneke Reserve - official ceremony to mark gazettal as a reserve provisionally to take place some time in May 2009
- Okuti Valley Hall - The Okuti Valley Sports Club is rewriting its constitution and in future it is intended the reserve will be available for public hire along with its building.
- Cruise Ship Visit 26 December - Diverting traffic along Beach Road between 7:00am - 10:00am, traffic management plan still in progress, extra infrastructure being organised due to expected number of visitors.
- Akaroa Adventure Centre - members questioned why this business was still operating in a public place without a permit.
- Onawe Flat Road - the Board was advised that this road would not be open before Christmas. Members questioned the extent of the repairs and whether the job could have been completed more simply.
- Onawe Peninsula - staff were asked to contact whoever was responsible for this area to advise that the track on the peninsula was dangerous and that action is required.
- Birdlings Flat Public Conveniences - the Board requested that its concerns regarding the health and safety issues of these toilets be passed on to staff, as it was reported that there was still easy access to the waste disposal parts of the facility.
- Garden of Tane - The Board agreed that it was happy for the Friends of the Akaroa Museum to use the expertise of their members to give feedback to staff on behalf of the Board in relation to the Garden of Tane management plan. It was not felt that a separate reserve management committee was required.
- Akaroa School Dental Clinic - The Board was informed that the dental clinic has been officially opened by Mr Martin Lee the Clinical Director of Canterbury's Community Dental Service and he had made the suggestion that the Akaroa water should be fluoridated. A funding contribution for this could come through the District Health Board.

8 Cont'd

- Draft Banks Peninsula Potential Walking Routes Document - The Board was informed that it was stated in this document that the Pigeon Bay Walkway was on Council land, which was incorrect. The author of this document would need to be informed of this and corrections made accordingly.
- Akaroa Enforcement Officer - Members were informed that Councillor Reid would be speaking to staff on this matter. Members noted that it was over 12 months since the Board had expressed concern regarding the lack of an enforcement officer in Akaroa.
- Termination of local subcontractors - the Board felt that Council had a responsibility to look at the bigger issues associated with the loss of jobs for local people. Some members felt that perceived economical efficiencies did not justify the affect on the local community.

PART C – DELEGATED DECISIONS

9. CONFIRMATION OF MINUTES

The Board **resolved** that the minutes of the ordinary meeting held on Thursday 23 October 2008 be confirmed, subject to the following alterations:

Page 8 - Elected Members Information Exchange

- Include in third bullet point - "It was reported that two local subcontractors had been informed their contracts had been terminated on the grounds of economic efficiency"
- Fifth bullet point - delete "Akaroa Walkways" and insert "Akaroa-Wairewa Walkways".

10. COMMUNITY BOARD CODE OF CONDUCT

The Board considered a report on the revised Community Board Code of Conduct document. Members agreed that Clause 9, bullet point two should have the number "2" deleted.

The Board **resolved** to adopt the revised Community Board Code of Conduct with immediate effect.

11. MORICE RESERVE - LITTLE RIVER PONY CLUB - FORMALISATION OF LEASE/LICENCE

The Board considered a report to approve an application from the Little River Pony Club, to formalise its present occupation (over 60 years) of Morice Reserve situated in Cooptown, and the adjacent unformed legal road.

Mr Jonathon Palmer of the Little River Pony Club was in attendance to answer questions if required. The Board was informed that if the Club folded it could sell the building to be removed off the site or Council would have the option to buy it.

The Board agreed with the staff recommendation subject to an addition to item (a) (x) to read "The Pony Club is to show proof to the Policy & Leasing Administrator that **it has coverage** of a minimum of \$1,000,000 public liability insurance, which must be maintained as current during the lease licence period.

That Board **resolved** under delegated authority from Council to:

- (a) Grant to the Little River Pony Club Inc under section 54 (1) (c) of the Reserves Act 1977, a lease over approximately 143 square metres, and a licence over approximately 1.4172 hectares, (the balance), of Morice Reserve, being a classified recreation reserve, the legal description for which is Reserve 3792 on SO Plan 1542 contained in certificate of title 25K/653 vested in the Council, for a period of 33 years, broken into 3 periods of 11 years each subject to:

11 Cont'd

- (i) Public notification of the reserve lease/licence area.
- (ii) Approval by the Minister of Conservation of the reserve lease/licence area.
- (iii) The satisfactory outcome of the public consultation process.
- (iv) The Pony Club having the right to ask for a renewal of their reserve lease/licence area for a further term at the end of the first 2 11 year terms, subject to the Council being satisfied that the conditions of the lease have been met, and that there is sufficient need for the facilities and amenities, and that some other use should not have priority in the public interest.
- (v) The area covered by the licence agreement being available for public use at all times except when being used by the Pony Club.
- (vi) The lease/licence terms being negotiated by the Corporate Support Manager in consultation with the Policy & Leasing Administrator – City Environment Unit.
- (vii) The lease/licence areas being maintained by the Pony Club in a safe and tidy condition at all times.
- (viii) All costs associated with the issuing of the lease/licence, development and subsequent maintenance of all structures, are to be the responsibility of the Pony Club.
- (ix) The licence agreement is to include a clause which indemnifies the Council and it's servants from all claims or demands of any kind, and all liability in respect to any damage or injury occurring to any person or property as a result of the Pony Club's activities on the site.
- (x) The Pony Club is to show proof to the Policy & Leasing Administrator that it has coverage of a minimum of \$1,000,000 public liability insurance, which must be maintained current during the lease licence period.
- (xi) The licence will be automatically revoked upon the surrender, or withdrawal of the lease associated with this application.
- (b) Grant permission to the Little River Pony Club to build a new club-room/secure vermin storage garage, measuring 6 x12 metres as shown in the attached plans and elevations, in the position shown on the attached plan, subject to the following conditions:
 - (i) The Pony Club is to obtain all necessary Resource and Building Consents before any development commences upon the site.
 - (ii) The colour scheme for the proposed Clubrooms/storage garage, is to be approved by the Transport & Greenspace Unit Manager or his nominee prior to construction commencing upon the reserve.
 - (iii) Before any tenders are let or work commences upon the site, the Pony Club is to hold discussions with the Transport & Greenspace Manager's designate, the Greenspace Area Contracts Manager – Lyttelton Service Centre to ascertain the Council's requirements through the development phase of the construction of the facility.
 - (iv) A bond of \$500 is to be paid by the Pony Club to the Christchurch City Council via the Greenspace Area Contract Manager, Lyttelton Service Centre and a temporary access contract signed before work commences upon the site. The bond less any expenses incurred by the Council will be refunded to the payee upon the completion of the work.

The Board requested that the Transport and Greenspace Unit Manager be made aware of the work that has been carried out in relation to colour schemes in the rural area as a result of resource management processes. (Refer Clause (b) (ii)).

12. SUPPLEMENTARY REPORT - APPLICATION TO THE AKAROA-WAIREWA DISCRETIONARY RESPONSE FUND

The Board **resolved** to receive and consider the supplementary report.

12.1 Application to Discretionary Response Fund

The Board considered a report for financial assistance from the Board's Discretionary Response Fund to enable the Akaroa District Promotions to exhibit, as part of the National Flower Bed competition, at the Ellerslie International Flower Show in March 2009.

The Board **resolved** to:

- (a) Support the Akaroa District Promotions request for funding assistance to exhibit at the Ellerslie International Flower Show, in the National Flower Bed Competition, providing \$2,966.00 from the Discretionary Response Fund towards the total project cost of \$5,309.00.
- (b) Suggest to Akaroa District Promotions that it approach Christchurch and Canterbury Tourism (in the first instance), and then local business members to help meet the funding shortfall.

Board member Eric Ryder requested his vote against this motion be recorded.

The Board asked that staff indicate to Akaroa District Promotions that Board members supported the exhibition being focused on the whole Akaroa area, rather than being an advertisement for any individual operator.

The meeting concluded at 2:32 pm.

CONFIRMED THIS 18TH DAY OF DECEMBER 2008

**STEWART MILLER
CHAIRMAN**

18.12.08

11. 12. 2008

**REPORT BY THE CHAIRMAN OF THE
AKAROA-WAIREWA COMMUNITY BOARD
20 NOVEMBER 2008**

Refer Item 5 of
Akaroa Wairewa Community
Board Minutes 20.11.08

PART A - MATTERS REQUIRING A COUNCIL DECISION

1. AKAROA HARBOUR BASIN SETTLEMENTS STUDY - ENDORSEMENT OF PREFERRED OPTIONS FOR CONSULTATION

General Manager responsible:	Mike Theelen, General Manager Strategy & Planning, DDI 941-8177
Officer responsible:	Carolyn Ingles, Liveable City Programme Manager
Author:	Carolyn Bonis

PURPOSE OF REPORT

1. This report (including attachments) outlines the issues and options to inform long-term strategic planning for the eight settlements of the Akaroa Harbour Basin (Wainui, Tikao Bay, French Farm, Barrys Bay, Duvauchelle, Robinsons Bay, Takamatua and Akaroa).
2. In particular, the report identifies:
 - (a) the issues which have been agreed through public consultation processes in November 2007; and
 - (b) the options that have been subsequently identified and evaluated for their potential to address the issues. Due to the broad scope of the study, options are expressed as future potential 'work programmes', rather than being a detailed analysis of alternative growth areas. These options provide long-term direction to the type of Council-initiated work that may need to be planned for through LTCCP processes in order to address settlement planning issues.
3. Preferred work programme options are indicated, along with a recommendation from the Akaroa-Wairewa Community Board that the options be adopted by the Council, for public consultation in early 2009.

EXECUTIVE SUMMARY

Study Scope

4. The brief of work for the Settlements Study focuses on addressing strategic issues facing the urban settlements of the Akaroa Harbour Basin and contributes to achieving the wider outcome of strong and sustainable communities and settlements over the next 20 – 30 years (refer **Attachment 2**). The project focuses on the eight settlements in the harbour basin which currently have some urban zoning (refer map: **Attachment 1**):

Akaroa	Barrys Bay
Takamatua	French Farm
Robinsons Bay	Tikao Bay
Duvauchelle	Wainui

Study Process

5. The Study has followed the following process:
 - Release of 'Identifying the Issues' discussion document October 2007
 - Public consultation on the issues November 2007
 - Commissioning of technical reports to fill information gaps late 2007 – mid 2008
 - Final 'Statement of Issues' released June 2008
 - Mapping of constraints and opportunities ('sieve mapping') September 2008
 - Options identified for potential work programmes July – October 2008
 - Key Outcomes identified (refer **Attachment 2**) October 2008
 - Assessment criteria identified October 2008
 - Options evaluation completed October 2008

Key findings

6. Eighty-nine issues (ranging from locality-specific to harbour-wide) have been identified, covering:
- Natural Environment (including coastal issues, landscapes, freshwater resources, climate change, slope stability);
 - Social Environment (including historic character, population, community facilities);
 - Physical Environment (including water, wastewater, stormwater, transport);
 - Economic Environment (including housing affordability, business growth, tourism); and
 - Subdivision, Land use, Managing Urban Change (including settlement patterns, capacity for urban growth).
7. Results of mapping known constraints and opportunities ('sieve mapping') show that Wainui displays the best potential for settlement consolidation, followed by Duvauchelle and the Takamatua/Akaroa area. These four settlements are likely to experience growth pressures over coming years. French Farm, Robinsons Bay and the upper valleys of Duvauchelle show greater long-term suitability for rural-residential development. Further investigation of these areas would require an expansion of the study areas beyond those analysed in this report.
8. To address the issues, Council staff identified and evaluated a range of options for future work programmes. This evaluation has identified:
- (a) options which are important to pursue and are higher priority, for incorporation in an Implementation Plan to be developed following community consultation in 2009. These become the 'preferred options' and reflect a proposed work programme, to be given effect through future LTCCP budgets;
 - (b) options which would be 'nice to do'; and
 - (c) options which did not score well and are recommended not be pursued at this stage.
- Refer **Attachment 3** for further detail on the issues, the options and their relative priorities.

Preferred Options for Consultation

9. Two comprehensive workstreams have scored highly in the evaluation process. These are:
- (a) Detailed planning studies for Wainui, Duvauchelle and Akaroa/Takamatua to enable the Council to be proactive in terms of managing anticipated long-term residential demand, while protecting and enhancing key elements of the natural, social, physical and economic environment; and
 - (b) A 'Places and Spaces Plan' for Akaroa to provide direction for the future management of the public areas of the town and ensure that these reflect historic and community values.
10. A number of other high-ranking options have been identified which would accompany or extend current Council work programmes.
11. The following table provides a brief summary of the scope of work addressed by the preferred options. The full text of these options is provided in **Attachment 3** and a more comprehensive summary is given in Table 4 of this report. Final preferred options and work programmes will be determined following community consultation in early 2009 and the study outputs will include an Implementation Plan to set out the timing for the final agreed work programmes.

Table 1: Preferred Options for Consultation

Comprehensive Workstreams
<p><i>Detailed planning studies</i> Develop detailed plans for Wainui, Duvauchelle, and Akaroa/Takamatua, to be proactive in terms of anticipated long-term residential demand in the harbour basin. Such plans will include public consultation and will consider and/or specify matters related to:</p> <ul style="list-style-type: none"> • The Natural Environment (eg rural character, flooding, climate change) • The Social Environment (eg population, community facilities, historic sites) • Infrastructure (eg pedestrian linkages, water and wastewater, internet availability) • The Economic Environment (eg commercial centre development), and • Managing Urban Change(eg settlement form, areas for intensification, staging of development) as relevant.
<p><i>Akaroa Places and Spaces Plan</i> Develop an Akaroa 'Places and Spaces' Plan that provides guidance for the future direction and management of public sites and areas in Akaroa, and which includes guidelines regarding matters such as traffic and parking management, public works, tourist facilities and the BP Meats site, to ensure that these reflect the local history, character and environment</p>

while ensuring safety and efficiency of movement:
Other top ranking options (in no particular order)
District Plan – investigate amendments concerning: <ul style="list-style-type: none"> • Integration of transport and land use planning • Heritage and/or cultural landscapes • Flexibility of allotment and dwelling size • Preferred form of long-term growth • Urban design for stormwater • Business growth • Rural-residential development
Water <ul style="list-style-type: none"> • Research spring and stream flows; • Undertake hydrological modelling to investigate flooding potential.
Soil <ul style="list-style-type: none"> • Increase awareness regarding local ground conditions and best practice to reduce erosion
Wastewater <ul style="list-style-type: none"> • Research effects of clustering septic tanks – options and costings
Stormwater / inundation – investigate and address: <ul style="list-style-type: none"> • Locations susceptible to fast stormwater runoff • Locations likely to experience inundation (sea level rise, coastal erosion, storm surge) • A stormwater infrastructure inventory • Consultation processes with runanga over any new stormwater systems
Transport <ul style="list-style-type: none"> • Address State Highway and arterial road issues regarding safety and land use integration. • Determine locations for roadside stopping points: short term parking, interpretation signage • Maintain safe transport corridor for locations where roads are likely to erode with future sea level rise / storm surge events.
Recreation <ul style="list-style-type: none"> • Assess and prioritise new walkways • Determine and plan for pressures on coastal recreational infrastructure • Determine supply and demand for recreational facilities
Community services and facilities <ul style="list-style-type: none"> • Audit voluntary / medical / emergency services and community facilities to meet long-term peak populations
Sustainable communities – general <ul style="list-style-type: none"> • Support Green Globe certification for the harbour basin
Tourism <ul style="list-style-type: none"> • Support tourism liaison group to include representatives from local community
Heritage <ul style="list-style-type: none"> • Identify heritage buildings coming under development pressure, and range of retention mechanisms.

FINANCIAL IMPLICATIONS

12. There are no immediate financial implications resulting from the Settlements Study, although the higher priority options will require future identification within LTCCP budgets.

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

13. This Study was identified as a project in the current LTCCP and its outcomes aim to inform the development of future LTCCP budgets.

LEGAL CONSIDERATIONS

14. The Settlements Study takes into consideration the requirements of the Local Government Act 2002 and the Resource Management Act 1991 through the development of evaluation criteria. This ensures that higher priority options are in accordance with legal requirements.

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

15. Yes, as above. As the Council gives effect to the higher priority options there will be additional legal implications, particularly in relation to any District Plan changes under the Resource Management Act 1991. The work undertaken to gather and analyse relevant information will go some way toward satisfying future Section 32 requirements.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

16. Where existing Activity Management Plans address existing issues, this has been picked up in the Status Quo section of **Attachment 3**. The Study will likely inform future Activity Management Plans across various Council units.

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

17. This Study was identified as a service in the current LTCCP and its outcomes will inform the development of future LTCCP budgets.

ALIGNMENT WITH STRATEGIES

18. The Settlements Study takes into consideration the various Council strategies that apply to Banks Peninsula through the development of evaluation criteria (for example, Biodiversity Strategy, Social Housing Strategy, Sustainable Energy Strategy). This ensures that higher priority options do not conflict with existing strategies and their associated implementation plans.

Do the recommendations align with the Council's strategies?

19. Yes, as above.

CONSULTATION FULFILMENT

20. An extensive consultation exercise was conducted in November 2007 to inform identification of the issues within the eight settlements of the harbour basin – refer paragraph 5 above. Further consultation on the identified options is planned to commence in 2009.

STAFF RECOMMENDATION

That the Akaroa/Wairewa Community Board recommend the Council adopt the Akaroa Harbour Basin Settlements Study Issues and Options document for public consultation.

BOARD DISCUSSION

The Board considered a report on the issues and options to form long-term strategic planning for the eight settlements of the Akaroa Harbour Basin (Wainui, Tikao Bay, French Farm, Barrys Bay, Duvauchelle, Robinsons Bay, Takamatua and Akaroa). Council's Senior Policy Planner outlined the Issues and Options document.

The Board made the following comments:

- Staff need to be aware that Environment Canterbury may have different 'Silent Files' recorded to those recorded in the Banks Peninsula section of the Christchurch City Plan.
- Members requested that it be made clear in the document that Takamatua and Akaroa are separate settlements, as some sections refer to "Akaroa/Takamatua".
- Members noted that the BP Meats site is freehold land owned by the Council, not necessarily a "public place" as may be perceived by the Akaroa community.
- Staff should be aware of the special character of Akaroa and the rural nature of the settlements in the Akaroa Harbour.
- Members endorsed the option that an "Akaroa Places and Spaces Report" be commissioned as this would emphasise the original intent of the current study.
- Social Housing should be more correctly defined as "Affordable Housing".

BOARD RECOMMENDATION

The Board **resolved** to adopt the staff recommendation subject to the points raised by members being incorporated, where applicable, into the document.

BACKGROUND AND DISCUSSION**Origins of Study**

21. The Akaroa Harbour Basin Settlements Study was initiated in early 2007 in response to both:
- calls from the community for a 'town plan' for Akaroa; and
 - budget provision for a 'Greater Akaroa Community Plan'.
22. The brief of work for the Settlements Study focuses on addressing strategic issues facing the existing urban settlements of the Akaroa Harbour Basin and contributes to achieving the wider outcome of 'strong and sustainable communities and settlements of the Akaroa Harbour Basin over the next 20 – 30 years'. The focus for the project is upon those areas with urban zoning within the following settlements:
- | | |
|---------------|-------------|
| Akaroa | Barrys Bay |
| Takamatua | French Farm |
| Robinsons Bay | Tikao Bay |
| Duvauchelle | Wainui |
23. Many of these settlements comprise non-contiguous pockets of residential activity, separated by rural zoning. Eight study areas have been delineated, principally by way of a 500 metre distance from urban zoning, but adjusted to recognise ridgelines, contour lines, waterways, and property boundaries. Refer **Attachment 1**.

Identifying the Issues

24. A discussion document 'Identifying the Issues' was prepared and released in October 2007, including via the Study website: www.ccc.govt.nz/AreaPlans/AkaroaHarbourBasin. The issues identified in the discussion document are comprehensive in order to obtain the most complete understanding possible of planning-related issues. The issues are wide in scope, covering:
- Natural Environment (including coastal issues, landscapes, freshwater resources, climate change, slope stability etc);
 - Social Environment (including historic character, population, community facilities);
 - Physical Environment (including water, wastewater, stormwater, transport);
 - Economic Environment (including housing affordability, business growth, tourism); and
 - Subdivision, Land use, Managing Urban Change (including settlement patterns, capacity for urban growth).

Public Consultation

25. During the consultation period (October/November 2007), public meetings were held in Wainui, Duvauchelle and Christchurch, with an 'open house' held in Akaroa. Staff also met separately with local runanga representatives via Mahaanui Kurataio Ltd. A consultation report was prepared in May 2008 which explains the consultation process and provides a summary of 'high-frequency' responses. This report is available on the Study website.

Technical Reports

26. Several significant information gaps were identified during the process of preparing the discussion document and experts were commissioned to prepare technical reports on the following subject areas:
- Landslide susceptibility;
 - Coastal erosion and inundation;
 - Historical flooding;
 - Real Estate Market; and
 - Business Land Supply.
27. A further piece of work is currently in train to identify the 'tourism carrying capacity' of Akaroa, with this work likely to be finalised in early 2009. While this will not directly inform the issues and options identified through the Settlements Study, it will enable the Council to respond appropriately to tourism pressures, particularly those anticipated during summer when cruise ships visit the town.

Final Statement of Issues

28. Following receipt of the technical reports and analysis of public feedback, the issues were amended with a final Statement of Issues released in June 2008. The issues are set out in Attachment 3 which also covers the options assessment as explained further below.

Sieve Mapping

29. The information obtained through the various technical reports has been mapped, along with other information available to the Council. A report titled 'Sieve Mapping Report - Constraints and Opportunities' has been prepared. This uses mapped information to build up a number of geographical layers to produce a visual representation of areas that show less (or more) potential for future settlement growth. While there is no current intent to encourage growth of any of the harbour basin settlements, the report helps to inform proactive growth management priorities.
30. A summary of the overall potential for the consolidation of each settlement (by way of infill and/or minor expansion) is outlined in the table below. It is preferable that any future settlement growth would lead to a more consolidated urban form by 'linking up' existing areas of residential zoning where possible.

Table 2: Consolidation potential for each settlement

Settlement	Potential for infill	Potential for expansion/ connecting*
Wainui	High	High
Tikao Bay	None	Very low
French Farm	None	Low
Barrys Bay	None	Low
Duvauchelle	High	Moderate
Robinsons Bay	High	Low
Takamatua	Very low	Moderate
Akaroa	Moderate	Low

*Considers both the potential for the expansion of existing urban zones, as well as the potential for such expansion to connect existing pockets of urban zoning.

31. Table 2 shows that Wainui displays the best potential for settlement consolidation, followed by Duvauchelle and Takamatua. These settlements are likely to experience growth pressures over coming years. French Farm, Robinsons Bay and the upper valleys of Duvauchelle show greater long-term suitability for rural-residential development. Further investigation of these areas would require an expansion of the study areas beyond those analysed in this report.

Key Outcomes

32. Staff have identified several key 'anticipated outcomes' of the Study. These provide a framework for understanding the range of issues and options and also clarify the Council's intent for managing the harbour basin settlements. **Attachment 2** shows the link between these eight outcomes and the various issues and options.

Identifying the Options

33. Eighty-nine issues (ranging from locality-specific to harbour-wide in scope) have been identified across a broad range of subjects including climate change impacts, business land supply shortages, decreasing percentage of permanently occupied houses and infrastructural constraints. The issues are shown in **Attachment 3** under a yellow heading. The range of options is similarly broad in scope.
34. The initial step in identifying options was to understand what is already being undertaken in the harbour basin to address the various issues. These have been identified as 'Status Quo' in **Attachment 3**, under an orange heading.
35. The options to supplement existing Status Quo initiatives are general in nature, in that they focus on future work programmes where more detailed studies may be undertaken. For example, new options include amending the District Plan in various ways, undertaking detailed planning studies for several settlements, preparing a 'Places and Spaces Plan' for the publicly-owned land in Akaroa, as well as a number of issue-specific initiatives. The options do not provide a detailed assessment of alternative growth nodes/localities but rather provide long-term direction to the type of Council-initiated work that may need to be planned for through LTCCP processes, in order to address settlement planning issues.

Identifying the Assessment Criteria

36. The study addresses the Council's responsibilities under the Local Government Act 2002 and the Resource Management Act 1991, and its outcomes need to be consistent with or reflect the Council's adopted strategies as well as stated community views. To ensure that options achieve these requirements and enable a transparent evaluation process, a comprehensive range of assessment criteria has been formulated. Criteria cover the matters identified in Table 3 below.

Table 3: Criteria Grouping

Local Government Act 2002	General (four well-beings)
	Requirements in relation to decisions
	Consistency
Resource Management Act 1991	Purpose and principles
	Council functions
	Consideration of alternatives, benefits and costs
Government policy	National policy statements and plans
Regional policy	Regional policy statements and plans
CCC	Strategic Directions
	Community Outcomes
	Strategies
Local	Tangata Whenua Values
	Community Board Objectives
	Community Views

Evaluating the Options

37. Options have been scored and weighted in relation to the above criteria and then ranked to determine relative priorities for work programmes.
38. Most matters considered by the Council involve a single issue and a small number of options. However, this Study identifies and prioritises options that address many different issues. Rather than resulting in one 'preferred option', the staff evaluation has identified:
- options which achieved high scores and are important to pursue, for incorporation in an Implementation Plan to be developed following community consultation in 2009. These become the 'preferred options' as identified in the section below and are shown under a green heading in **Attachment 3**;
 - options which achieved moderate scores and would result in some benefit to harbour basin communities (ie 'nice to do'), shown under a blue heading in **Attachment 3**.
 - options which did not achieve a high or moderate score and are recommended not be pursued further, shown under a grey heading in Attachment 3.

Preferred Options

39. The result of the options evaluation process has been the identification of 'higher priority' options, which for the purposes of this report may be considered to be the 'preferred options'. These essentially reflect a proposed work programme, to be given effect through future LTCCP budgets.

Comprehensive workstreams

40. Many issues can be resolved, at least in part, by pursuing specific workstreams that comprehensively address concerns identified for the settlements. The workstreams each incorporate a number of discrete components that have been separately scored. The scoring shows that these workstreams are valid to include as preferred options in their own right.
41. The first of these comprehensive workstreams is that of undertaking 'Detailed Planning Studies' for areas most likely to experience a demand for urban growth (specifically: Wainui, Duvauchelle and Akaroa/Takamatua). This would enable the Council to be proactive in terms of managing anticipated long-term residential demand, while protecting and enhancing key elements of the natural, social, physical and economic environment.
42. The second workstream is that of developing a 'Places and Spaces' Plan for Akaroa to provide direction for the future management of the public areas of the town and ensure that these reflect historic and community values. This broad option brings together a number of 'sub-options' under different issue headings, including (for example) public works and infrastructure, heritage, transport and commercial operations.

Standalone high-ranking options

43. In addition to the two comprehensive workstreams above, a number of standalone options have been identified. All higher priority options are shown under the green headings in **Attachment 3**.

Summary of all preferred options

44. The table below provides a summary of the preferred options, comprising the two comprehensive workstreams and the standalone high-ranking options. For the full text of each of these options, refer **Attachment 3**.

Table 4: Summary of preferred options

Comprehensive Workstreams	
Detailed planning studies	
Develop detailed plans for Wainui, Duvauchelle, and Akaroa/Takamatua, to be proactive in terms of anticipated long-term residential demand in the harbour basin. Such plans will include public consultation and will consider and/or specify the following matters (as relevant):	
Natural Environment: <ul style="list-style-type: none"> climate change and coastal hazards; ecosystems, biodiversity, corridors and linkages; riparian corridors; flooding; springs and streams flows; land instability; local landscape values; subdivision size and rural character. 	Social Environment: <ul style="list-style-type: none"> archaeological sites; historic and cultural character areas; waahi tapu areas; population fluctuations; provision of reserves; community facilities (including their provision to attract permanent residents); recreational facilities.
Physical Environment (infrastructure): <ul style="list-style-type: none"> pedestrian linkages and connectivity; public transport cycling and mountain-biking routes; capacity of the road network; water and wastewater flow, capacity and disposal issues (including soil suitability for septic tanks where required); stormwater (integrated catchment management plans, low impact urban design options); energy (electricity lines, siting for solar gain); high speed internet availability. 	Economic Environment: <ul style="list-style-type: none"> small commercial centre development;
	Managing Urban Change: <ul style="list-style-type: none"> buffers from legitimate rural activities; rural-residential activity; areas for intensification; the long-term settlement edge, staging of development, settlement form and structure
Refer options A.1, A.2, B.1, B.2, B.3, C.1, C.2, D.1, D.2, F.1, F.2, G.1, H.1, H.2, H.3, I.1, I.2, J.1, L.1, L.2, M.1, N.1, N.2, N.3, O.1, Q.1, R.1, R.2, R.3	

Akaroa Places and Spaces Plan	
Develop an Akaroa 'Places and Spaces' Plan that provides guidance for the future direction and management of public sites and areas in Akaroa, and which includes guidelines regarding the following matters to ensure that these reflect the local history, character and environment while ensuring safety and efficiency of movement:	
View-shafts; landscaping; heritage features; artwork	Public works and infrastructure (including for public open space, gutters)
Traffic management; signage and interpretation; footpath design; 'walkability'; maps	Commercial operations; tourist facilities (including public toilets)
A design brief for the long-term development of the BP Meats site (incorporating two alternative options)	
Refer options F.3, F.4, F.5, J.2, K.2 O.2, Q.2. For the BP Meats site: option O.3 [preferred] and option G.6.	

Other top ranking options (in no particular order)	
District Plan – investigate amendments as follows:	
To update provisions encouraging integration of transportation and land use planning functions (Opt I.3)	To enable greater flexibility of allotment and dwelling size in residential zones (Opt R.4).
Investigate amending the District Plan to provide recognition and appropriate protection of heritage and/or cultural landscapes (Opt C.4).	To provide strong objectives, policies and rules concerning the preferred form of long-term growth, articulating when, where and how the various forms of growth might be appropriate (Opt R.5)
To ensure that new subdivision and development incorporates integrated urban design solutions for stormwater disposal (Opt A.4)	To manage effects of business growth while enabling some growth to occur, including maintaining a core consolidation of business activity at Akaroa, enabling the range of employment opportunities to broaden,

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	and ensuring provision of sufficient business-zoned land (Opt O.4)
Investigate potential locations and provisions for rural-residential development (Opt S.1)	
Water	
Research spring and stream flows between Wainui and Akaroa; identify and assess groundwater/aquifer supplies (potentially via joint study with ECan) and identify mechanisms to address effects of any reduced water availability (Opt M.2)	Undertake a hydrological modelling study for all harbour basin settlements to investigate flooding potential (taking climate change into account), to inform amendments to the District Plan (Opt B.5)
Soil	
Educate developers / landowners on local ground conditions and best practice methods for stabilising soils and reducing erosion / land subsidence (Opt A.7)	
Wastewater	
Research and identify (potentially with ECan) any local environmental effects of clustering of septic tanks; develop options and costings for remediation (Opt A.3)	
Stormwater / inundation	
Identify locations particularly susceptible to fast stormwater runoff and investigate mechanisms to address effects (Opt A.8)	Investigate areas identified as being likely to experience inundation due to sea-level rise, coastal erosion and/or storm surge inundation and identify suitable responses (Opt B.4)
Undertake an inventory of stormwater infrastructure for settlements beyond Akaroa including long-term improvement / management requirements and taking climate change impacts into account (Opt A.6)	Consult with local runanga in development of any new stormwater systems in the harbour (Opt A.5)
Transport	
Address State Highway and arterial road issues regarding safety and land use integration (Opt I.4)	Determine locations and opportunities for roadside stopping points for short-term parking and interpretation signage (Opt H.5)
For locations where roads are likely to erode with future sea level rise / storm surge events, identify options to maintain a secure transport corridor (Opt I.5)	
Recreation	
Assess potential new walkways and prioritise the most promising, including an assessment of their feasibility (Opt H.6)	Survey coastal facility users and local residents to ascertain current pressures on coastal recreational infrastructure to enable identification of appropriate responses (Opt H.7)
Undertake a study to determine supply and demand for recreational facilities, including shortage / quality issues surrounding existing recreational facilities and strategic purchase opportunities (Opt H.4)	
Community services and facilities	
Undertake an audit of existing and projected ability for current voluntary / medical / emergency services, and for existing community facilities to meet long-term peak population (Opt G.2)	
Sustainable communities - general	
Support Green Globe certification for the harbour basin, including by benchmarking and monitoring performance across the community performance areas (Opt T.1)	
Tourism	
Support development of a formal tourism liaison group to include representatives from the local community (Opt Q.3)	
Heritage	
Identify heritage buildings coming under development pressure; implement / develop an appropriate range of retention mechanisms (Opt F.6)	

45. Final preferred options and work programmes will be determined following community consultation in early 2009 and the study outputs will include an Implementation Plan to set out the timing for the final agreed work programmes. A final 'Issues and Options' document and Implementation Plan will be presented to the Council for adoption mid-2009.

ASSESSMENT OF OPTIONS

46. Detail of the methodology used to assess options can be provided by staff upon request.

3. DEPUTATIONS BY APPOINTMENT

3.1 POLICE REPORT

A representative from the Akaroa Police has been invited to attend the meeting.

4. PRESENTATION OF PETITIONS

5. NOTICES OF MOTION

6. CORRESPONDENCE

6.1 LITTLE RIVER WAIREWA PROMOTIONS GROUP

A letter (**attached**) has been received from the Little River Wairewa Promotions Group requesting that a permanently sealed track suitable for both walking and cycling around the Wairewa Pa Road be constructed.

STAFF RECOMMENDATION

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

The Akaroa Wairewa Community Board
Attention Liz Carter.

Attachment to Clause 6.1

Re: A permanently sealed track around the Wairewa Pa Road

The Little River Wairewa Promotions Group would like to have a permanently sealed track suitable for both walking and cycling around the Wairewa Pa Road.

This particular route has been identified as one of the most popular walks in Little River because

- ❖ It links in a circular route from State Highway 75
- ❖ Is flat and offers interesting scenery
- ❖ Has diverse historical significance

However, because it is a shingle road and surprisingly busy, it is not safe for people with push chairs, elderly people or small children.

In keeping with the Promotions Group's commitment to developing Little River and Wairewa sustainably, we would like to target this as our first 'official' walking track in the area.

We are having a suitable map created of the Little River Wairewa district which will be available for sale at the Little River Information Centre.

As we pinpoint other suitable walks, these will be identified on the newly created map.


The Promotions Group is already fundraising to provide two bench seats to be installed on the river side of Wairewa Pa Road and prefers the walking track to be placed on this side too.

Is there any funding available which could kickstart this track being formed, or would the board have to refer it to the Long Term Community Plan?

Thank you.

Kaite Hansen
Little River Wairewa Promotions Group Chair
Believe33@inet.net.nz 3251 917

7. AKAROA HARBOUR ISSUES WORKING PARTY MINUTES - 25 NOVEMBER 2008



Akaroa Harbour Issues Working Party

Minutes for meeting held at Duvauchelle
on 25th November 2008

Present: Derek Cox (DoC), Lesley Bolton-Ritchie (ECan), Ted Robinson, Bruce Clement, John Roe, Cr Jane Che:wind, Pam Richardson, Jim Ritchie, John McIlroy, Graeme Smith, Brian Reid, Emma Kallqvist (Uni. Can.), Stewart Miller, Mike Bourke (CCC), Sarah Edwards (ECan), Alan Grove (Ngai Tahu property), Scott Johansson (Ngai Tahu property).

The meeting started at 6:31pm.

1. **Welcome:** Bruce Clement welcomed everyone.
2. **Apologies:** Bob Meikle, Bob Ayrøy, Cr Claudia Reid (ECan), Keith Vogan, Alizon Paterson.

Bruce Clement moved that the apologies be accepted. Ted Robinson seconded, carried by all.

3. John Roe moved that the minutes from the meeting of 30th September 2008 were correct. Ted Robinson seconded, carried by all.

Re-ordered agenda as some people had not yet arrived.

4. **(c) Update on Harbour bylaws:** Ted Rodgers

Ted has read through the Harbour bylaws since the last meeting. They were written in 2005, and there have been two updates since then (each of which has been a very involved process).

Ted went to the meeting with the Harbourmaster last week and the issue of ski lanes in the Harbour was discussed. Brough's Bay seems an ideal place to put in a new ski lane. There was concern that people in Tikao Bay wouldn't agree, but Ted has since spoken to the Tikao boating club and they agree that Tikao Bay is too small for a ski lane but that Brough's Bay would be an ideal place.

A number of questions were raised about problems that may arise from increased usage of Brough's Bay. There was concern that rubbish would become a problem, as there is no road access to the Bay and it cannot be easily serviced. People may be more likely to camp there, meaning that toilet facilities would be needed.

However, this group is generally in favour of a new ski lane in Brough's Bay.

ACTION: Bruce Clement will write to the regional Harbourmaster and ask for the bylaws to be reviewed and for a new ski lane in Brough's Bay to be considered.

(d) Updates on negative boatie behaviour:

Akaroa Harbour leaflets: Sarah Edwards

Following from the last meeting, Sarah E (in conjunction with members of the Communications and Graphics teams at ECan) has adapted the boating information sheet that was printed in the Akaroa Mail last year. This year's leaflet is designed to be handed out to individual boat users; Derek Cox has indicated that he is able to arrange this. At this stage it is thought that 2000 leaflets will be printed and distributed (about 100 will be kept back to hand out at the Duvauchelle Show).

The group looked at the draft version of the leaflet and pointed out inaccuracies in the map and some of the text. Changes will be made to the final version of the leaflet accordingly.

Update from Sarah since the meeting. Please note that post-meeting some changes have also been made following suggestions from DoC: text has been inserted to refer boat users to the Marine Mammals Protection Regulations.

After consulting with Evan Walker (Navigation Safety Manager) the changes suggested by this group have been made to the map; these will also feed into a review of the Navigation Safety Bylaws leaflet. Some of the suggested changes to the text were not made or were modified further as they were not wholly accurate.

The group was happy for the leaflet (with amendments) to be printed and distributed in the Harbour over the summer.

ACTION: Sarah E will make the final changes to the leaflet and arrange for 2000 copies to be printed. She will then contact Bruce C to arrange postage and distribution.

Emergency Contacts: Pam Richardson

Pam Richardson has contacted Christchurch Police: they have confirmed that the correct procedure is to ring 111 in the case of any emergency involving people. These emergencies are dealt with by First Response Akaroa, who are fully aware of boating safety issues in the Harbour and will move very quickly if problems arise.

Tony Whitelely (0800 324 636) should be contacted in relation to boating issues.

b) Presentation on erosion and sediment control plans at the old school site subdivision: Alan Grove (development manager) and Scott Johansson (assistant development manager).

Alan Grove started by saying that he hopes that this meeting with the AHIWP is the first of many. He is keen to keep the lines of communication open during the development on the old school site and hopes that any future issues can be resolved through effective communication between developers and residents.

Ngai Tahu property purchased the old junior school site (off Beach Road) about 2 years ago. Since then, they have cleared the site and obtained resource consents that allow them to subdivide the 1.4ha section. Under the City Plan they would have been

permitted to subdivide the site into 28 lots of equal size; however, the company has decided to have an area of intensive development in the lower area (containing 15 townhouse-style blocks) and larger sections in the upper area (14 in total).

No building works have started yet, largely due to the slowing of the housing market. The company has decided to focus on marketing the development in the lead up to Christmas with the aim of securing presales before committing to building anything. All going well, there will be an open day on site in January 2009 and building will start in the drier months to follow (probably August 2009). However, if the push for presales is unsuccessful this will all roll-over one year, and building will not start until 2010. The upshot of this is that no major works will be happening on site in the immediate future, and there is plenty of time for people to ask questions and learn more about the development.

Q Why have water supply and sewage treatment been confirmed if services are already stretched in Akaroa?

A Mike Bourke stated that it is a misconception that services cannot cope with new developments. Most of the time there are no problems, these only arise during very dry months. He also highlighted the fact that although the Council can stop the rezoning of land to residential, they can't stop the development of residential-zoned land.

Alan Grove stated that the consents wouldn't have been issued unless the current system had capacity to cope with the development. He also highlighted aspects of the development that would minimise use of mains water. They are hoping to incorporate rainwater tanks into the design of the townhouses for the purposes of gardening and possibly toilet flushing. Recycled water will be available for people to wash boats.

With regards to the discharge of stormwater from completed buildings, the types of paint used on the roofs will be restricted so that the water running off them will be "clean" and therefore discharged straight into the nearby creek. So called "dirty" water from elsewhere will pass through a "rain garden" which consists of sand filters and plant material. Once "dirty" water has passed through this it will be discharged to the nearby creek. The City Council will be responsible for the maintenance of the rain garden.

Q What measures are being taken to ensure that this subdivision doesn't turn into another Takamatua?

A The developers paid over \$70,000 to Kingett-Mitchell Golder to prepare the resource consent application for the development. As part of this they have committed to a top-of-the-range system in their Erosion and Sediment Control Plan which is now part of their consent conditions. They could have got away with a lot less, but opted for more stringent controls for two main reasons: they are under a lot of public scrutiny (in part due to the Takamatua prosecution); and they want to be in the press for the right reasons because they represent Ngai Tahu. The Erosion and Sediment Control Plan must still pass one more check, as it must be approved as part of their application for engineering approval.

Alan Grove presented a brochure of information on the system to the group. It gives a fairly detailed description of the system that will deal with stormwater on the development

site. He also gave a printed set of questions and answers in relation to this system that have resulted from talking to other groups.

John Roe queried the effectiveness of flocculents in areas where loess soil types predominate. Alan Grove answered that he didn't know, but went on to explain that the use of flocculents in their system provide an extra level of control and are not necessary for the consent.

John McIlroy asked who would be responsible for monitoring the site before and during development. Alan Grove was aware of the responsibilities for him (as developer) to monitor the site, but did not know if ECan would conduct its own programme. **ACTION: Sarah E** will find out what the protocols are for the on-site monitoring of stormwater during and after development, including ECan's role.

Lesley Bolton-Ritchie asked if this system would also be operating when individuals buying the premium sections (on the upper slopes) open up their sites. Alan Grove replied that no, the proposed system was only relevant to the works carried out as part of their own development of the site (mainly involving the townhouses). Individual builders would have to propose their own mitigation measures for erosion and sediment control as part of their building consent application.

Questions (and concerns) were also raised about naming the road through the subdivision "Julius Place". However, it was decided that this wasn't really a matter to be discussed by this group.

The group thanked Alan and Scott for coming to the meeting and being so willing to discuss their plans. **ACTION:** At present there does not seem to be any need for further information, but the lines of communication will remain open and **any member of the group** should contact either Alan or Scott if they have any questions.

Alan Grove DDI: 03 353 6526
 Mobile: 021 272 8673
 alan.grove@ngaitahu.iwi.nz

Scott Johansson DDI: 03 363 8953
 Mobile: 021 872 419
 scott.johansson@ngaitahu.iwi.nz

a) CCC: Mike Bourke

Portaloo at Sandy Bay: this will definitely be in place by the beginning of the Christmas holidays, hopefully sooner (mid-December).

Signage for shellfish gathering is up at Wainui.

The Akaroa Waste Water Services Party has had two meetings. There are many ideas being discussed at present and it looks as though it will take quite some time to come up with a few options to investigate further. There seems to be a strong preference for land disposal, but this is unlikely. Ultimately there may need to be a staggered action plan, as

not much money is available for the project at the moment (due to the budgets set by the Long-Term Council Community Plan (LTCCP)).

The contract for the Wainui land disposal will soon be put out to tender. There are two stages to this process: firstly, contractors will be invited to submit expressions of interest; secondly, the CCC will invite tenders from some of these applicants.

Pam R asked if the CCC were considering more sustainable solutions for rural areas. Mike B said yes, and that the current option for Wainui was that primary treatment of waste would take place on individual properties before going to a secondary treatment plant for the whole area. However, the main problem with the system is the age of the pipes and the problems this leads to during wet weather when groundwater enters the system and overloads it.

Ted R asked if it would be possible for the CCC to have a meeting with Wainui residents to discuss these matters; Bruce C pointed out that it would be best to do this during the Christmas period as bach owners would be more likely to attend. Mike E was happy to organise this. **ACTION: Pam R and Stewart M** (as representatives of the Community Board) will liaise with **Mike B** to set up this meeting.

Shellfish gathering at Green Point: John McIlroy raised concerns that although there is signage telling people not to collect shellfish, some people are still gathering mussels. **ACTIONS: Sarah E** will look back through the minutes of previous meetings and find out what the AHWP has decided to do about shellfish signage in this area; **Lesley B-R** will look at water quality data for the area to find out whether or not there is an issue.

Update from Sarah since the meeting: I have looked through past minutes and have found one relevant reference to shellfish signage in the meeting of 13.05.08:

"Monitoring faecal coliforms in overlying water at Wainui Beach shows it is not safe to eat shellfish. The group would like CCC, ECan and CPH to discuss having appropriate signage to warn people of the risks of collecting shellfish: immediately and not wait until summer season, given people collect all year round" (page 2)

Lesley should be able to let me know if there are any water quality issues by next week; if so we will contact Mike Bourke and Alizon Paterson at CPH and we will discuss options on how to proceed. If you have any concerns/ information in relation to this matter please contact me.

e) Akaroa water services working party

This was covered by Mike (see above).

f) Summer sampling and other studies in the Harbour this summer: Lesley Bolton-Ritchie

ECan has awarded a contract to the University of Canterbury to carry out research on mapping of the bathymetry and soft sediments in Akaroa Harbour. A similar study was done recently in Lyttelton Harbour. The aim of this study is to look at changes in the sediments in the upper Harbour over the years and link to this activities such as subdivisions. The University of Canterbury boat will be out on the water and people will

be walking across the mudflats in December/January. Lesley B-R handed out a brief of what the researchers will be doing. **ACTION: Pam R** will contact Katie Hanin to see if she will write an article on the project for the Akaroa Mail.

This year Lesley is involved in testing the water quality and nutrients in the Harbour. Since July she has been testing lots of different sites in the Harbour as well as the seven largest streams that discharge into it. She is hoping to use this data to pinpoint specific streams that are leading to Harbour water quality issues. Summer students are out sampling so you may see them out and about.

Derek Cox told the group that they may be interested in a new CD compiled by DoC about the Canterbury coastline. It covers a whole range of scientific information and may be of interest to members of the group. It will be distributed to libraries.

Derek also told the group the results of a recent monitoring programme in the Harbour. 4 divers have been out looking at 7 sites in the marine reserve. Their data shows that there are more paua, kina, crayfish and fish inside the reserve than outside of it. Fish and crayfish also tended to be bigger inside the reserve; less than 10% of paua were above the legal size in any location.

Brian Reid raised the point that kōkourarata runanga have applied to take paua from the reserve. Derek C explained that part of the conditions for setting up the reserve was that kōkourarata had the right to take paua and seaweed for seeding. They were allowed to do this in the same way as any other research institution could, and it had to be done under the advice of DoC (through Derek) as to how much and where it could be taken from.

Lesley B-R questioned the methods used to take paua as they are very sensitive to being moved. Derek C replied that the person in charge had a PhD relevant to this type of work, so he should be able to ensure the movements are made with minimal losses.

(g) Other ECan actions: Sarah Edwards

SWIM signs: Two new signs have been put up. John McIlroy has been given the keys to the Glen Bay sign and Derek Cox has the keys to the Okains Bay sign.

Stream Day: This will be held some time in February and we will have a planning meeting before Christmas to sort out what to do on the day. At the moment Rachel Barker (BPCT) and 2 ECan scientists are keen to be involved; we also need 2 volunteers from this group. Pam Richardson will definitely be on the planning sub-committee and Keith Vogan and John Thom might also be involved. **ACTION: Sarah E and Pam R** will decide on a day in December to meet up with the ECan scientists and other people interested in being involved in the planning of the stream day. *Update since the meeting: The planning meeting will be held on December 19th.*

Seaweek is 1-8 March 2009. ECan won't be organising anything in Akaroa but will advertise any events that are already planned. The group decided that it would be better to focus on the stream day and other activities already planned so will not be getting involved in Seaweek this summer.

The Duvauchelle Show will be held on Saturday 10th January. The group decided that it would like to have a presence; Bruce C, Pam R and Jim R volunteered to help out.

ACTIONS: Pam R will arrange to have the AHIWP next to the BPCT stand as this is a much better location than the one we had last year. Sarah E will look through the display material used last year to see if it can be used again. She will also make a list of activities the AHIWP is involved with and use this to come up with some more display material to be used at the 2009 show.

New Year's meeting:the AHIWP will host the meeting in January. The Hilltop pub is closed so the group decided to have it at the Duvauchelle Hotel on Tuesday 27th January (6:30pm start). **ACTION:** Sarah E will make the necessary arrangements for this.

5. General Business

John Roe thanked Pam R for arranging for the CCC to deal with the slip out at Takamatua: it was cleared up very soon after the last meeting.

Pam R thanked Sarah E for facilitating her first meeting with the AHIWP.

John McIlroy asked for "updates on Canada Geese, Black Swans, Uncaria, Sea Lettuce and noise pollution" to be omitted as an agenda item in future.

Sarah E asked for volunteers to look through an edited version of the draft report on potential sources of contamination in Akaroa Harbour. **ACTION:** Sarah E will contact Derek C, Bruce C, John R and Bob A when the final edit has been completed.

6. Water Sampling Equipment

Lesley Bolton-Ritchie handed out equipment to those members of the group involved in water sampling this year.

7. Next meeting: Tuesday 10th February 2009

The meeting finished at 9:02 pm

ENDS

STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Harbour Issues Working Party meeting held on 25 November 2008.

8. DUVAUCHELLE RESERVES MANAGEMENT COMMITTEE MINUTES - 10 NOVEMBER 2008

**Meeting of the Duvauchelle Reserves Management Committee
Held at the Duvauchelle Hotel Monday November 10th 2008 at 7.30 p.m.**

Welcome:

Chairman John Evans welcomed everyone to the meeting,

Present:

Ken and Kay Bramley, Marye Miller, Jean Turner, Dawn Turner,
John Evans, Geoff Carter, Jacque McAndrew and Mike Rooney.

Apologies After explaining he had not properly read the previous minutes,
John accepted Mikes' apology for the misunderstanding at the October meeting.

Motion:

That the Minutes of the previous meeting having been circulated be taken as read be passed as a true and correct record of the previous meeting

Moved: Marye **Seconded:** Geoff Carried

Matters arising:

- 1 The cell phone is working well. However we no longer have a fax.
- 2 The new lock on the disabled toilet door has been fitted.
- 3 The insect spray dispensers have been installed in the kitchen and the house.
- 4 Marye explained she gave the wrong information re chairman approval from the Community Board. Because John was already a committee member and having previously been approved by the board it wasn't necessary again. However if we co-opt another committee member they will have to be approved by the board.

Financial Report

Dawn circulated the financial report for October, and went through the November expenses. She explained that there has been heavy expenditure last month, and so far in November. Including 2 people driving off with the electrical lead still attached. There was discussion as to whether the present electrician was too expensive. The feeling was that Sasha was readily available for emergencies and that an alternative service provider may not be. John to ask the approximate cost of replacing plugs. Campers may be charged.

Motion

That the financial statements are accepted as presented and expenditure be approved

Moved: Dawn **Seconded:** John Carried

Dawn asked if there is excessive expenditure this month could she uplift the Achiever Plant account?.

This was **moved** by John **Seconded** Jean. Carried

Correspondence

Inward

Maree and Merv Chisholm	Re shifting site sites due to new caretakers' residence
Maurice and Sandra Fairburn	Re rules regarding selling van and permanent awning
John Burnby	Re to go on the waiting list
Community Board	Agenda and Minutes

Outward

CCC and Committee	Minutes of last meeting
Murden family	Advising they are on the waiting list
Community Board Adviser	Re Little River meeting
Mr Burgess	Re overdue camp fees
Community Board	Re Chairman' vacancy
Ken Claydon	Re interest on going on committee
Sam Farr	Resignation acceptance and Thank you letter
Duncan McFarlane	Invoice for camp fees.

Motion:

That in Inward correspondence be Accepted and outward approved

Moved: Marye **Seconded:** Mike **Carried**

Correspondence Discussion.

- 1 Merv and Maree Chisholm site. As the caretakers' residence is not progressing very quickly they can remain on the site in the meantime.
- 2 Burgess' camp fees. Fees of \$150.00 have been paid with a post dated cheque for \$550.00.
- 3 Ken Claydon for committee. After discussion it was decided that if we feel we need to co-opt someone else on to the committee we will look at this option.

Caretakers Report

- 1 Ken and Kay are settling in well.
- 2 They have implemented a new less complicated booking system.
- 3 They have changed some of the cleaning products.
- 4 Sanitary bin has been placed in disabilities unit.
- 5 Ken felt the recycling bins system needs to be looked at.
- 6 They reported there are 5 spare sites at the boat park.
- 7 The cost of using EPOS Credit card was discussed. City council to be contacted to see if there is a possibility of reduced costs if we are linked into there source.
- 8 Fay said she could not find any reference to camp fees for under five year olds.

Motion That there is no camp fee charge under five year olds.

Moved: John **Seconded:** Geoff

Health and safety report

- 1** Ablutions block ramps are completed and compliant..
- 2** Safety chain bar on mower. Is now fitted. John asked that a token of appreciation be sent to Neville Miller for his help with the mower. Dawn agreed to organise this.

General Business

- 1** Geoff reported that the CCC requires 3 plans and prices from different companies for the house. John is meeting with Bruce Thomson and will ask if the council draughtsman can help with plans.
- 2** There was discussion on the site for the house. Geoff, Mike, Jean and Dawn to meet on Sunday to look at this and measure sites.
- 3** John to purchase tables \$90.0 each for hall. Inventory still to be done.
- 4** Geoff Inwood to clean carpet at hall and in cabins at camp.
- 5** Top soil. It was pointed out that we do need to buy topsoil for the recent renovations to sites. The soil that was taken away was full of rocks and stones, and was not suitable to be reused.
- 6** Clear signage for office hours to be displayed.
- 7** Further discussion on the instillation of the credit card facility took place. The fact that Ken and Kay are continually having people not booking or leaving because they can't use their card it was decided we should go ahead and organise this. To of set the cost for each transaction the casual camp fee to be increased by \$1.00 per person.

Motion: That credit card facilities are installed at the camp, and the camp fee for casual campers increased \$1.00 per person.

Moved: Jean **Seconded :**Mike Carried.

- 8** Sites 58-59 to be levelled

Meeting closed at 9.30pm...

Next Meeting 8th December 2008 at 7.30pm. AT THE DUVAUCHELLE HOTEL

STAFF RECOMMENDATION

That the Board receive the minutes of the Duvauchelle Reserves Management Committee meeting held on 10 November 2008.

9. FORMULA FOR ELECTED MEMBERS' REMUNERATION - 2009/10

General Manager responsible:	General Manager Regulation and Democracy Services, DDI 941-8462
Officer responsible:	Democracy Services Manager
Author:	Clare Sullivan, Council Secretary

PURPOSE OF REPORT

1. The purpose of this report is to seek the Community Board's views on:
 - (a) The formulation of a proposal to be submitted to the Remuneration Authority for the payment of salaries to elected members of the Christchurch City Council for the 2009/10 year; and
 - (b) The associated schedule of expenses and allowances for 2009/10 to be submitted to the Remuneration Authority with the Council's proposal on the payment of salaries.

EXECUTIVE SUMMARY

2. The Remuneration Authority has recently written to the Council noting that "For some Councils with Community Boards there still appears to be an issue over the time of discussions between Councils and Community Boards over the formula/process for considering recommendations on remuneration levels. It seems to the Authority that the basic timetable for dealing with indicative pools is now well established ... It would therefore seem appropriate for all Councils and Community Boards to debate and decide in advance, a formula for allocation of the pool as between the Council and Community Boards. Then, when the indicative pool levels are available, the application of the formula should in most cases be a "mechanical" process that can be readily accommodated within the normal scheduled meetings of Councils and Community Boards".
3. The indicative pool for the 2009/10 year will not be known until the end of November 2008, but the Council is required to advise the Remuneration Authority by 16 March 2009 of its proposal for the payment of salaries to elected members for the 2009/10 year. This is earlier than in previous years. Therefore, community boards are being given the opportunity now to make a recommendation on the proposed formula for the 2009/10 year. Comments will be incorporated into a report to the Council in February 2009.
4. No significant increase in the pool is anticipated. Although a variety of distribution options was considered by the Council and community boards both prior to and following the election, it is considered that little would be gained by attempting to revisit the margins prescribed by the Remuneration Authority in its post-election determination. That document is **attached as Appendix A**. Therefore this report recommends the status quo.

FINANCIAL IMPLICATIONS

5. Sufficient provision will be included in the 2009-19 LTCCP for all elected member salaries to be continued at or about their present levels until 30 June 2010.

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

6. The principal statutory provisions which apply in this instance are the Seventh Schedule of the Local Government Act 2002, and the Remuneration Authority Act 1977. Once this Council's 2009/10 remuneration proposal (or any variation thereof) has been approved by the Remuneration Authority, it will be gazetted via the Local Government Elected Members' Determination 2009.

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?**

7. Yes. Page 113 of the LTCCP, level of service under Democracy and Governance refers.

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

8. Not applicable.

CONSULTATION FULFILMENT

9. This report is being presented at each Community Board for a formal recommendation to the Council. In addition all Board members have been made aware of their ability to make submissions direct to the Remuneration Authority.

STAFF RECOMMENDATION

It is recommended that the Board recommend that the Council:

- (a) Adopt the salary only model as its basis of remuneration for elected members of the Christchurch City Council for the 2009/10 financial year.

Note: The remuneration framework requires all Community Board members to be paid an annual salary (ie there is no provision for the payment of meeting fees to Community Board members).

- (b) Apply the following formula for the allocation of the 2009/10 remuneration pool amongst the elected members of the Christchurch City Council and the eight Christchurch community boards (with the exception of the Mayor):

Deputy Mayor	6.09% of Pool	
Councillors x 12	63.28% of Pool	
City Community Board Chair x 6	8.91% of Pool	(28.14% of Councillors)
City Community Board members x 24	24.93% of Pool	(70.00% of City Board Chair)
Peninsula Community Board Chair x 2	1.96% of Pool	(66.00% of City Board Chair)
Peninsula Community Board member x 8	5.49% of Pool	(70.02% of Peninsula Board Chair)

- (c) Resolve to submit to the Remuneration Authority for its approval the proposed rules and policies for the reimbursement of elected member expenses and allowances for the year ending 30 June 2010.
- (d) Note that the Remuneration Authority must be advised of any dissent expressed by members of the Council or its community boards in relation to the Council's proposal.

BACKGROUND

10. The Remuneration Authority is responsible for setting the salaries of elected local government representatives (clause 6 of Schedule 7 of the Local Government Act 2002 refers).
11. The Remuneration Authority revises remuneration pools annually, and each Council is thus required to review its levels of remuneration prior to the start of each financial year, based on the new pool.
12. The current pool is \$1,583,335. The current formula based on the allocation of the current pool is as follows:

Deputy Mayor	6.09% of Pool		\$96,400
Councillors x 12	63.28% of Pool		\$1,002,000 (= 83,500 x 12)
City Community Board Chair x 6	8.91% of Pool	<i>(28.14% of Councillors)</i>	\$141,000 (= 23,500 x 6)
City Community Board members x 24	24.93% of Pool	<i>(70.00% of City Board Chair)</i>	\$394,800 (= 16,450 x 24)
Peninsula Community Board Chair x 2	1.96% of Pool	<i>(66.00% of City Board Chair)</i>	\$31,020 (= 15,510 x 2)
Peninsula Community Board member x 8	5.49% of Pool	<i>(70.02% of Peninsula Board Chair)</i>	\$86,880 (= 10,860 x 8)

13. Fifty per cent of the total remuneration paid to community board members (excluding members appointed by the Council) is paid outside the pool.
14. Only one salary is payable to elected members. Thus, a Councillor who serves as an appointed member of a Community Board is paid a Councillor's salary only, and receives no additional payment to serving on the Community Board.
15. Directors' fees paid to Councillors who serve as directors of Council-controlled organisations cannot be taken into account when considering Councillors' remuneration. The directors' fees paid to such Councillors reflect their service as directors of the companies concerned, rather than their role as Councillors.
16. Although the Mayor's salary is set independently by the Remuneration Authority, it is included within the pool.
17. Although it is possible for the Council to recommend the payment of a mixture of salary and meeting fees to Councillors, community board members must be paid on a salary only basis without meeting fees. Because of the administrative difficulties associated with the payment of meeting fees and in ensuring that the total remuneration paid does not exceed the pool in any one year, it is recommended that the Council retain the salary only model for Councillors, rather than reverting to a mixture of salary and meeting allowances.

DISTRIBUTION OPTIONS

18. Although a variety of distribution options were considered by the Council and community boards both prior to and following the election, it is considered that little would be gained by attempting to revisit the margins prescribed by the Remuneration Authority in its post-election determination. That document is **attached as Appendix A**.
19. It is therefore recommended that the present salary margins that currently apply be continued following the release of the indicative pool for 2009/10.

Elected Member Allowances and Expenses

20. As part of its remuneration proposal, the Council is also required to seek the Remuneration Authority's approval for the allowances and expenses proposed to be paid to elected members. The current rules for expenses and allowances are **attached as Appendix B**.

18.12.08

21. The Remuneration Authority recently approved, as part of the expenses and allowances for the 2008/09 year, a flat communications allowance of \$100 per month for the Deputy Mayor, Councillors and all Community Board members. On that basis this report therefore recommends the status quo for communications expenses. Should the Council wish to consider an increase in the provision of equipment or resources to its elected members, it should be noted that there is no provision for such an increase in the current LTCCP, or yet planned for the future LTCCP.

Unanimity of the Council's Decision

22. In submitting its proposal the Council is required to notify the Remuneration Authority of:
 - (i) details of any dissent at Council; and
 - (ii) details of any dissent from its community boards.
23. Community Boards and individual Community Board members (or any other person) also have the ability to express any opposing views they might have on the Council's final proposal direct to the Remuneration Authority.
24. If the Council's recommendations are unanimous and reasonable it is unlikely that the Commission will withhold its approval. It does, however, have the power to amend any proposal if the level of dissatisfaction is high or if the proposal is considered unreasonable.

CONCLUSION

25. The salaries approved by the Remuneration Authority will apply from 1 July 2009 until 30 June 2010.

28 JAN 2008

Appendix A Attachment to Clause 9

24 January 2008

~~Mr Bob Parker
 Mayor
 Christchurch City
 P O Box 237
 CHRISTCHURCH 8140~~

Dear Mr Parker

Local Government Elected Members Determination 2008

I refer to the Christchurch City Council's post-election remuneration proposal which was sent to the Remuneration Authority, by email, on 14 November 2007.

The Authority has considered the proposal in the light of the background information supplied with the proposal (including the staff report to the 7 November Council Meeting and the Hay presentation), submissions from community boards and individual elected representatives, and earlier discussions and correspondence between the Council and the Authority on this matter. Attached to this letter is an extract from the Determination we intend to issue in mid-February, which sets out our decision.

As you can see, we have not accepted the proposals put forward by the Council. The major differences between our decisions and the proposals put forward by the Council, and the reasons for our decisions, are set out below.

Councillors

Councillors' remuneration has been set at \$83,500, compared with \$79,995 proposed by the Council.

This is consistent with the position we set out in our letter of 1 August 2007 to the Council's Chief Executive. In that letter we made the point that Christchurch City

Remuneration Authority

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 Telephone 04 499 3068 Facsimile 04 499 3065 Email info@remauthority.govt.nz

08/376291

Councillors' remuneration had been "frozen" since July 2005 and that, had they received the average general movement in local authority remuneration since then, they would have been on about \$83,450 at that time i.e. August 2007.

As the governance pool available to fund the remuneration of the Council's elected representatives will not change for the 2008/2009 Determination, the forthcoming mid-February Determination will more than likely set the remuneration for Christchurch City Council's elected representatives *until July 2009*. Given the size, complexity and, in particular, the accountability of the Councillors' role, especially compared to that of the members of Community Boards, the Authority was not prepared to see ongoing erosion of their remuneration levels.

Deputy Mayor

The remuneration of the Deputy Mayor has been set at \$96,400, compared with \$92,958 proposed by the Council.

This maintains the margin of around \$13,000 between the remuneration of the Deputy Mayor and that of a Councillor.

These decisions have, of course, resulted in a reduction in the amount of the governance pool available for the remuneration of Community Board members.

Community Boards

(a) City Community Boards

The remuneration of the **Chairs of the City Community Boards** is set at \$23,500 compared with \$33,604 proposed by the Council.

This is a substantial difference, and an even greater reduction from the \$35,850 established for these positions in our first Determination in 2007. There are two main reasons for our decision:

- **Relativity with other urban Community Board Chairs.** At \$23,500, the remuneration is comparable to the remuneration of the Chairs of Community Boards in large (and sometimes operationally challenging) urban centres such as Auckland, North Shore, Waitakere, Manukau and Wellington.

- **Relativity with Councillors.** Irrespective of the demands on Community Board Chairs, or the financial delegations which they may be given from time to time, the responsibility and accountability for “taxing and spending” remains with Councillors. We have found it increasingly difficult to justify the remuneration of Christchurch City Community Board Chairs being 50%, or more, higher than that of the Councillors in, for example, the neighbouring authorities of Selwyn and Waimakariri. (In these cases the Councillors’ remuneration is around \$25,000.)

Our considered view is that, with the election of the first new Council following the Christchurch City/Banks Peninsula amalgamation, now is the time to address what has increasingly been an anomaly in elected representatives’ remuneration.

The remuneration of the **Members of the City Community Boards** is set at \$16,450 compared with \$16,096 proposed by the Council. This sets the members’ remuneration at around 70% of the remuneration of the chair.

In most Local Authorities with Community Boards, the remuneration of the members is around half that of the chair (as would have been the case with the \$33,604/\$16,096 relationship proposed by the Council.) In one or two Local Authorities the relationship is closer to 70%. In this case we have accepted a 70% relationship, based in part on the survey of the respective time commitments of chairs and members carried out by Hay.

(b) Peninsula Community Boards

The remuneration of the **Chairs of the Peninsula Community Boards** is set at \$15,510 compared to the \$26,884 proposed by the Council.

Two matters in particular have informed our decision. We have assumed that, although the requirements of the roles are substantially the same as for the City Community Board Chairs, the time commitment is less. We have taken into account the survey work carried out by Hay on the time commitment of the Peninsula Chairs and have arrived a figure of around two thirds of that of the Chairs of the City Boards.

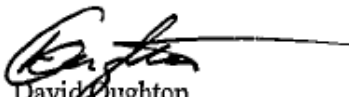
This places the remuneration of the Chairs of the Peninsula Community Boards well above the norm for the chairs of rural community boards. However, we have accepted the argument that, as part of Christchurch City, there is a wider role for both the chairs and members, and a corresponding extra time commitment, which may not be faced by members of other rural community boards.

The remuneration of **Members of the Peninsula Community Boards** is set at \$10,860 compared to the \$12,877 proposed by the Council. This maintains the 70% relationship between the remuneration of the chair and members, consistent with the approach we have taken for the City Community Boards.

Next Steps

There have been a number of submissions made to the Authority by Community Boards and individual elected representatives. We are in the process of acknowledging these, and informing the authors that we have come to a decision which has been conveyed to you and the Chief Executive. I suggest that, in advance of the publication of the Determination in the Gazette, you send all elected representatives a copy of this letter.

Yours sincerely



David Doughton
Chairman

cc Mr Tony Marryatt
Chief Executive
Christchurch City Council

CHRISTCHURCH CITY COUNCIL**PROPOSED ELECTED MEMBER ALLOWANCES AND EXPENSES**
RULES 2009/10**SECTION 1 - NAME OF LOCAL AUTHORITY:** CHRISTCHURCH CITY COUNCIL
(Schedule prepared _____ 2009)

Contact person for enquiries:

Name: Clare Sullivan	Designation: Council Secretary
Email: clare.sullivan@ccc.govt.nz	Telephone: (03) 941-8533 (Direct Line)

SECTION 2 - DOCUMENTATION OF POLICIES

List the local authority's policy documents which set out the policies, rules and procedures relating to the expenses and allowances payable to elected members.

Document name	Reference no. (if any)	Date
Schedule of elected member allowances and expenses		2009/10 Schedule prepared _____ 2009
Policy Register		30 September 2004

SECTION 3 - AUTHENTICATION OF EXPENSE REIMBURSEMENTS AND ALLOWANCES

Summarise the principles and processes under which the local authority ensures that expense reimbursements and allowances payable in lieu of expense reimbursements, -

- are in line with council policies
 - have a justified business purpose
 - are payable under clear rules communicated to all claimants
 - have senior management oversight
 - are approved by a person able to exercise independent judgement
 - are adequately documented
 - are reasonable and conservative in line with public sector norms
 - are, in respect of allowances, a reasonable approximation of expenses incurred on behalf of the local authority by the elected member
 - are subject to internal audit oversight.
1. Comprehensive schedule approved by the Council. Basis is "actual and reasonable" expenses only.
 2. Expenditure must relate to the items listed in the schedule.
 3. Expense claims are approved by the Council Secretary. Full receipts are required.
 4. The policies set by the Council reflect public sector norms of reasonableness and conservatism.
 5. The allowances listed in the schedule have been calculated to approximate the expenditure to which the allowances relate.
 6. Internal audit work programme includes sampling expense claims and allowances paid to elected members and staff.

SECTION 4 - VEHICLE PROVIDED

Are any elected members provided with use of a vehicle, other than a vehicle provided to the Mayor or Chair and disclosed in the remuneration information provided to the Remuneration Authority?

No

SECTION 5 - MILEAGE ALLOWANCES

1. Rate of allowance paid per kilometre

Reimbursement at the rate per kilometre approved by the Remuneration Authority for Council-related car running associated with attendance at the following meetings or events:

- Council meetings
- Council seminars and workshops
- Committee meetings
- Community Board meetings
- Subcommittee meetings
- Hearings
- Local conferences, seminars and training courses
- Residents' association and neighbourhood group meetings
- Meetings of outside bodies, where the member is attending as a formally appointed Council representative
- Council tours, and site inspections
- Meetings with Chief Executive, General Managers or Unit Managers
- Briefings

SECTION 6 - TRAVEL AND ACCOMMODATION

6.1 Taxis and other transport

Are the costs of taxis or other transport reimbursed or an allowance paid?

Yes

The following members are entitled to the reimbursement of Council or Community Board related taxi and bus fares and parking charges:

- Mayor
- Deputy Mayor
- Councillors
- Community Board chairman
- Community Board members

Members wishing to use taxis for such purposes are required to first obtain taxi chits for use with the Council's approved taxi service provider.

6.2 Carparks

Are carparks provided?

Yes

Mayor, Deputy Mayor and Councillors are provided with carparks for use whilst on Council business.

6.3 Use of Rental cars

Are rental cars ever provided?

Yes

The Mayor, Deputy Mayor and Councillors are occasionally provided with rental cars when attending conferences in other centres, where this is the most cost effective travel option (although rental cars are not provided for travel to and from Christchurch when attending such events).

6.4 Air Travel Domestic

Summarise the rules for domestic air travel.

- All elected members are entitled to utilise domestic air travel for Council related travel, where travel by air is the most cost effective travel option.
- All such travel must be booked through the Democracy Services Unit.

(See also clause 6.6.)

6.5 Air Travel International

Summarise the rules for international air travel (including economy class, business class, stopovers).

1. (i) That as a general policy all elected member and staff international air travel be by way of economy class, where the costs of the fares are met by the Council.
(ii) That no unnecessary expenses be incurred in the course of such travel.
(iii) That all travel be planned in advance.
2. That, in the case of elected members, exceptions to this policy require the approval of the Council where business class air travel is desirable for health or other compelling reasons.
3. The Council to authorise the attendance of only one or two elected members unless there are special circumstances.
4. All travel and accommodation arrangements to be made by appropriate staff with the Council's preferred travel agents at the most economic cost available at the time of booking unless travel costs are being met by an outside party.
5. As staff would normally be expected to accompany elected members, approval for sole elected member travel to be given only in special circumstances.
6. The travel expenses to be reported to include travel, accommodation, incidental expenses and conference registration.
7. A report to be submitted to the Council on the Council-funded component of the travel and the findings and benefits to the Council.
8. That the Council authorise the payment of the associated travel, accommodation and incidental costs for the Mayoress to enable her to accompany the Mayor on overseas trips, where appropriate.

6.6 Attendance at conferences, courses, seminars and training programmes etc.

Payment of actual and reasonable registration, travel, accommodation, meal and related incidental expenses (including travel insurance) incurred in attendance at conferences, courses, seminars and training programmes etc, held both within New Zealand and overseas, subject to the rules and criteria relating to international air travel set out in clause 6.5, and subject also to the following conditions:

- The related expenditure can be accommodated within existing budgets
- The major subject of the event (conference, course, seminar or training programme etc) is of significant relevance to the Council, and includes a significant policy/governance content
- Attendance at the event is relevant for obtaining an understanding of policies and initiatives taken by other local authorities relevant to the Council's activities

In the case of Councillors, attendance at such events is covered by the following policy:

Discretionary Allocation of \$4,000 per member:

1. All Councillors are provided with a discretionary allocation of \$4,000 per annum from the relevant travel and conference budgets, to be used for conferences, courses, seminars and training that they choose to attend. This amount is non-transferable and is to cover course fees, travel, accommodation and meals.
2. The conference, course, seminar or training event selected must contribute to the Councillor's ability to carry out Council business.
3. Councillors wishing to utilise this discretionary funding for attendance at such events are required to obtain the prior written confirmation from both the Mayor (or the Deputy Mayor) and the Chief Executive that the conditions set out above have been met.

Council Representatives on External Organisations:

Where the Council has formally appointed elected members to external organisations (eg Zone 5 of Local Government New Zealand) such members may attend conferences or seminars held by the relevant external organisations of their own volition, provided the expenditure involved can be met within the relevant budget provision. (Such expenditure does not fall within the discretionary allocation of \$4,000).

Prior Council Approval Required in Other Cases

1. The prior approval of the Council is required for:
 - (a) Any fact finding travel by Councillors outside Christchurch for the purpose of inspecting or evaluating initiatives, facilities or operations which may be of benefit to Christchurch City.
 - (b) Any travel as part of a Sister City Delegation, where the cost of such travel is not wholly covered by the host city (Such expenditure does not fall within the discretionary allocation of \$4,000).
2. Prior Council approval is not required for the attendance of elected members at the certification courses run by Auckland University for Resource Management Act decision-makers, as members are required to obtain such certification before they can sit on RMA Hearings Panels.

Mayor

In the case of the Mayor, the following rules apply:

1. The Mayor may of his own volition arrange day-return or short-term travel on official Council business within New Zealand, provided the cost of such travel, accommodation and related incidental expenses can be met within the relevant budget provision.
2. Other travel for attendance at conferences, courses, training events and seminars, or for other purposes associated with his position as Mayor which falls outside (1) above requires the prior approval of the Chief Executive.
3. The prior approval of the Council is required for:
 - (a) Any fact-finding travel by the Mayor outside New Zealand for the purpose of inspecting or evaluating initiative, facilities or operations which may be of benefit to Christchurch City.
 - (b) Any travel as part of a Sister City Delegation, where the cost of such travel is not wholly covered by the host city.

Community Board Members

In the case of Community Board Chairpersons and Community Board members, attendance at conferences, courses, seminars and training programmes etc, requires the prior approval of the relevant community board in all cases, and is required to fall within budget parameters.

6.7 Airline Club/Airpoints/Airdollars

Are subscriptions to airline clubs (such as the Koru Club) paid or reimbursed?

Mayor only, given frequent travel.

Yes

Are airpoints or airdollars earned on travel, accommodation etc paid for by the local authority, available for the private use of members?

Yes

6.8 Accommodation costs whilst away at conferences, seminars, etc

Summarise the rules on accommodation costs.

1. Actual and reasonable costs reimbursed.
2. All accommodation must be booked through the Democracy Services Unit.

6.9 Meals and sustenance, incidental expenses

Summarise the rules on meals, sustenance and incidental expenses incurred when travelling. (If allowances are payable instead of actual and reasonable reimbursements, state amounts and basis of calculation.)

1. Actual and reasonable meal costs are paid for by the Council.
2. No reimbursement of meals provided by others.

6.10 Private accommodation paid for by local authority

Is private accommodation (for example an apartment) provided to any member by the local authority?

No

6.11 Private accommodation provided by friends/relatives

Are allowances payable in respect of accommodation provided by friends/relatives when travelling on local authority business?

No

SECTION 7 - ENTERTAINMENT AND HOSPITALITY

Are any hospitality or entertainment allowances payable or any expenses reimbursed?

No

SECTION 8 - COMMUNICATIONS AND TECHNOLOGY**8.1 Equipment and technology provided to elected members**

Is equipment and technology provided to elected members for use at home on council business?

For Mayor, Deputy Mayor, Councillors and Community Board Chairs:

- PC or Laptop Yes
- Fax No
- Printer Yes
- Broadband connection Yes
- Second landline to house No
- Consumables and stationery Yes
- Mobile Phone No
- Other equipment or technology No

For remaining Community Board members:

- Broadband connection.
- Consumables and stationery

Are any restrictions placed on private use of any of the above?

No

10. APPLICATION TO DISCRETIONARY RESPONSE FUND

General Manager responsible:	General Manager Regulation & Democracy Services, DDI 941-8462
Officer responsible:	Democracy Services Manager
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

1. The purpose of this report is to seek a resolution from the Board on funding for the Christmas Packs the Board has historically given to elderly people in the community who are in housing units or residential care.

EXECUTIVE SUMMARY

2. The Board has for many years purchased Christmas packs for the tenants in local housing units and the residents and staff of Pompallier House. Board members personally deliver these packs and find this to be an informal, but effective opportunity to liaise with the tenants and residents.
3. Under Banks Peninsula District Council the cost of these packs was funded from the Board's operational budget. Under Christchurch City Council the Board has been provided with a Discretionary Response Fund (DRF) of \$15,000 which can be used to fund community projects and various Board activities, including this one. The DRF is traditionally used to fund projects which do not fit the criteria for other funding sources within Council.
4. The Board has previously given consideration to funding certain activities from its Discretionary Response Fund, and agreed in principle to continue to provide the Christmas Packs and to fund them from the DRF (15 April 2008).

FINANCIAL IMPLICATIONS

5. There are no financial implications outside existing budgets.
6. The balance of the DRF for the financial year-to-date is as follows:

Youth Development Fund	2,000.00	Status – \$350 funded
Akaroa Boating Club	5,000.00	Status – funded
Balance unallocated	8,000.00	
TOTAL	\$ 15,000.00	

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

7. Yes

LEGAL CONSIDERATIONS

8. Under the Community Board delegations, 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?

9. Yes.

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. Yes. The Board's discretionary funding is part of the Community Grants services on page 103 of the 2006-16 LTCCP.

ALIGNMENT WITH STRATEGIES

11. The recommendations in this report align with the Strengthening Communities Strategy – “helping build and sustain a sense of local community”.
12. The recommendation also aligns with the following Board objective:
 - *Increasing community awareness of the Boards role, responsibilities and activities.*

Do the recommendations align with the Council’s strategies?

13. As above.

CONSULTATION FULFILMENT

14. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Board resolve to allocate \$275 from its Discretionary Response Fund for the purchase of Christmas Packs for local elderly citizens.

11. 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

- 1 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 2008 (being 18 December 2008) up until the Board resumes normal meetings proposed to commence in February 2009.

EXECUTIVE SUMMARY

2. In past years it has been normal practice for the Board to give delegated authority to a Recess Committee to make decisions on its behalf.
3. During the period late December 2007 to February 2008 the Akaroa-Wairewa Community Board delegated its authority to a Recess Committee comprising the Board Chairman and Deputy Chairman (or their nominees).

STAFF RECOMMENDATIONS

- (a) That a Recess Committee comprising the Board Chairman and Deputy Chairman (or their nominees from amongst the remaining Board members) be authorised to exercise the delegated powers of the Board for the period following its 18 December 2008 meeting up until the Board resumes normal business proposed to commence in February 2009.
- (b) That the application of any such delegation be reported back to the Board for record purposes.

12. ADOPTION OF SCHEDULE OF MEETINGS 2009

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

1. The purpose of the report is to seek the adoption by the Board of the schedule of meetings setting out the proposed times and dates of ordinary Board meetings.

EXECUTIVE SUMMARY

2. In order that the business of the Board can be conducted in an orderly manner, and to allow public notification of meetings to be given in compliance with the Local Government Official Information and Meetings Act 1987, it is necessary for the Board to adopt a schedule of meetings. Meetings will alternate between the Akaroa and Little River Service Centres.
3. The schedule assumes that Board meetings will be held on a Wednesday commencing at 9.30am. Meetings will alternate between the Akaroa and Little River Service Centres.
4. Both the Boards Standing Committee's (Akaroa Museum Advisory Committee and the Akaroa Design & Appearance Advisory Committee) will set their own meeting schedules. It is anticipated at this stage, that those meetings will be quarterly on the third Thursday of the month for the Museum Advisory Committee, and monthly on the first Monday of the month for the Design & Appearance Advisory Committee.

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

5. Provision is made in the 2006-16 LTCCP on page 115 for elected member representation and governance.

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

6. Clause 30 of Schedule 7 of the Local Government Act 2002 provides that Community Boards may set the date and time for meetings and may appoint committees that it considers appropriate.

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?**

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

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

8. Not applicable.

CONSULTATION FULFILMENT

9. Not applicable

STAFF RECOMMENDATION

It is recommended that the Board adopt the schedule of meetings for 2008, as follows:

Wednesday 11 February 2009	Little River Service Centre	9.30am
Wednesday 11 March 2009	Akaroa Service Centre	9.30am
Wednesday 8 April 2009	Little River Service Centre	9.30am
Wednesday 13 May 2009	Akaroa Service Centre	9.30am
Wednesday 10 June 2009	Little River Service Centre	9.30am
Wednesday 8 July 2009	Akaroa Service Centre	9.30am
Wednesday 12 August 2009	Little River Service Centre	9.30am
Wednesday 9 September 2009	Akaroa Service Centre	9.30am
Wednesday 7 October 2009	Little River Service Centre	9.30am
Wednesday 11 November 2009	Akaroa Service Centre	9.30am
Wednesday 9 December 2009	Little River Service Centre	9.30am

13. AKAROA MUSEUM ADVISORY COMMITTEE - 27 NOVEMBER 2008

General Manager responsible:	Michael Aitken
Officer responsible:	Lynda Wallace, Museum Director
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

The purpose of this report is to submit the outcomes of the Akaroa Museum Advisory Committee meeting held on Thursday 27 November 2008.

The meeting was attended by Committee members, Pam Richardson (Chairman), Elizabeth Haylock, Jane Chetwynd, and Victoria Andrews

Also in attendance was Lynda Wallace (Museum Director).

1. APOLOGIES

Apologies were received and accepted from Stewart Miller and Meri Robinson.

2. MINUTES OF PREVIOUS MEETING

The committee **resolved** that the report of the meeting held on 25 September 2008 be received.

Committee members were advised that the date for the gazettal of the Takapuneke Reserve could possibly be 28 May 2009, the anniversary date of the signing of the Treaty of Waitangi at Onuku.

The Museum Director advised members that the "Kataore" mere was presently on display however the Auckland Museum will consider lending the mere to the Akaroa Museum due to the special occasion of the gazettal of the land at Greens Point/Takapuneke. Members were also advised that the mere belonged to the Auckland Art Galley which would need to give its permission for this to occur.

3. MUSEUM DIRECTOR'S UPDATE

The Museum Director updated the Committee on the following items:

- Visitor numbers

Members were advised that the number of international visitors was down slightly compared to the previous years, however it was expected that domestic visitor numbers might compensate for lower internationals, probably due to economic crisis worldwide.

- Exhibitions

- (a) Disasters, Mysteries and Sensations

The Museum Director informed members that this exhibition would feature plummeting planes, fatal fires, raging epidemics, out-of-control horses, tragic shipwrecks and mysterious disappearances.

- (b) Cocksfooting Exhibition

Members were informed that the launching of the new book on the history of grass-seeding on the Peninsula will not take place in March as expected, due to unforeseen circumstances. The Museum Director also advised that the exhibition may be lent, at a later date, possibly to be displayed at "Our City".

18.12.08

Suggestions made by the committee for this exhibition were:

- that the film demonstrating grass seed harvesting techniques be shown during the exhibition
- an extract from Mr Frank Help's oral history interview be played
- that this exhibition should be given a high profile through the Christchurch Press and Akaroa Mail and other available sources, e.g. the Federated Farmers' website
- a speaker could do a gallery talk
- a potted sample of the cocksfoot grass could be displayed

- Collections

The Museum Director informed members an intern would work at the Museum for her three month internship in two six-week blocks. A successful application to the Te Papa National Services museum graduates interns programme had made this possible. She said this was one of only two national positions throughout New Zealand and was very pleased that Akaroa had been successful in obtaining an intern.

- Projects - Storage Building

The Museum Director updated the Committee on the storage building project. She said due to delays in the preliminary stages the project had incurred an increase in costs and staff would now be working through Council's LTCCP process to seek another \$200,000.

Members were informed that the Community Board had recently meet with staff to discuss capital projects it wished to have placed in the LTCCP and Board members had indicated at that time that this project was a high priority.

- Events

- (a) Worsley Visitors

The Museum Director updated the Committee on her meeting with the owner of the house where Frank Worsley was born. She said the owners are happy to place a plaque on the fence of the property. She said the wording of the plaque would be agreed upon between her and the owners.

Members were informed that the house was one of four locations of the "Worsley Trail".

4. FRIENDS OF AKAROA MUSEUM - PRESIDENT'S REPORT

Ms Chetwynd updated the Committee on the following items:

- Annual General Meeting
- Oral History

Ms Chetwynd informed members that it is hoped the outcome of an application for funding to cover the costs of equipment to record directly on to digital format would be known by the end of November. She said the equipment required to undertake this project was expensive and it was therefore hoped the application was successful.

She said a workshop would be held in the new year to give volunteers confidence in using the new equipment.

- Gardening and Maintenance

Ms Chetwynd updated the committee on the work carried out by the Friends on the gardens around the Museum buildings. She said the Friends Committee were disappointed to hear that the local contractor who had been mowing the Museum lawns for many years had recently had his contract with City Care terminated in the interests of greater cost efficiency. She said the Friends had considered taking over financial responsibility for lawn mowing and thus continuing to employ a local person, but felt they could not cover the lawn mowing as well as the gardening costs.

18.12.08

Ms Chetwynd said that the three months trial period in employing a local gardener had been successful and the committee would be continuing this arrangement.

Members agreed that the Eteveneaux House garden was unique and that the Museum Director should be involved in overseeing its maintenance and upkeep.

Members were advised that Christchurch City Council had a Volunteers Policy and staff undertook to ensure the Museum Director obtained a copy to ascertain the impact on volunteers at the Museum.

- Garden of Tane

Ms Chetwynd informed members that a committee member, with botanical expertise, had met with Council staff at Council's request to discuss various issues in the Garden of Tane.

- Fund Raising

Ms Chetwynd informed members that the Friends stall at the French Festival had raised about \$200.00 and although this was not a considerable amount, it had raised awareness of the Friends group. She said the funds would be used for suitable plants for around the Custom House.

- Worsley Collection

The Committee was advised that the Friends would be purchasing a copy of the film "South" in recognition of the Frank Worsley Exhibition permanently on display at the Museum and will be paying the subscription for the Museum to become a member of the James Caird Society.

5. COMMUNITY BOARD ADVISER'S UPDATE

5.1 Meeting Dates - 2009

Members discussed the meeting dates for 2009 and suggested that an afternoon meeting may be more suitable to the committee member who represents the Onuku Runanga, due to work commitments in the mornings. The Museum Director was asked to discuss this option with Ms Robinson.

The Committee **resolved** that the Akaroa Museum Advisory Committee meetings be held quarterly on the fourth Thursday of the month as follows, with the time to be decided following discussions with the Onuku Runanga representative.

26 March	25 June
24 September	26 November

6. COMMITTEE MEMBERS' EXCHANGE OF INFORMATION

6.1 Takapuneke

Ms Andrews suggested that a pamphlet be printed to be available at the time of the gazettal of the Greens Point/Takapuneke land using the expertise of Council staff, however due to time constraints this may have to be funded through the appropriate department's budget. She said it would need to be ready for printing in May.

The Committee questioned whether there may be funding available from the Community Board Discretionary Response Funding and/or the Mayor's Fund for this project. If funds were available members felt this should be acknowledged during the ceremony. Staff were asked to look into what funding possibilities were available for this project.

18.12.08

It was suggested that an appropriate way of organising this event would be to establish a working party with representatives of the interested groups as soon as possible because of the time lines involved.

The committee **resolved** to ask staff to investigate the printing of a brochure outlining the history of Takapuneke to mark the gazettal of Takapuneke and associated activities and to be used as an ongoing education tool.

Members agreed that an application to the Board's Discretionary Response Fund could be presented to the December meeting of the Board and if funds were made available from the Mayor's Fund, then this should be acknowledged during the opening ceremony.

Members suggested that a working party should be formed with appropriate representatives, in association with the Onuku Rūnanga, to assist with the writing of this information, to ensure its historical accuracy.

The Committee **resolved** that Victoria Andrews and Meri Robinson be its representatives on any working party that may be formed to undertake this project.

Members felt it was important that staff were aware of the importance of this event and that a media release would be appropriate.

6.2 Little River Railway Exhibition

Members were informed that this exhibition opens on Monday 1 December at Ferrymead, and had originally been an old exhibition displayed at the Akaroa Museum some years ago.

6.3 Friends Christmas Social

Members were informed that the Friends would be hosting drinks and nibbles on Friday 12 December at the Akaroa Museum commencing at 5 p.m. Committee members and staff were invited to attend.

6.4 Representation - Okains Bay Museum Board

The Chairman advised members that she had been invited to attend the Okains Bay Museum Board meetings to provide a link between the Museum Board and the Akaroa Wairewa Community Board and asked members if they felt that this could be seen to be a conflict of interest, being Chairman of the Akaroa Museum Advisory Committee.

Members felt there was no conflict of interest in this position and were happy for the Chairman to attend the Okains Bay Museum Board meetings.

7. NEXT MEETING

The next meeting will be held on March 26 at the Akaroa Service Centre - time to be advised.

The meeting closed at 11:20 a.m.

STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Museum Advisory Committee meeting held on 27 November 2008.

14. BIRDLINGS FLAT COMMUNITY FACILITY NEEDS ASSESSMENT

General Manager responsible:	Community Support Unit, DDI 941-8534
Officer responsible:	Community Development Manager
Author:	Sue Grimwood

PURPOSE OF REPORT

1. To present to the Akaroa/Wairewa Community Board the needs assessment report for a community facility at Birdlings Flat and to explore options which may help this community progress this project.

EXECUTIVE SUMMARY

2. Birdlings Flat is a small, individual community of interest in its own right with a growing population. Currently 200 people reside in the settlement (NZ Census 2006 records the population at 171 with 41 aged under 20). There are 181 properties.
3. Both Little River and Birdlings Flat have pockets of deprivation within their communities. Little River Primary School has a deprivation rating of 5. Comparatively Duvauchelle is 9, Akaroa Area School 8 whilst Okains Bay is 3 and Le Bons Bay 4. (School deprivation ratings 1-10 with 1 being the lowest)
4. The Birdlings Flat community has no facilities except public toilets, a campervan effluent disposal point, a small children's playground and an artesian water supply. There is no place to hold community meetings, activities, or a place to deliver social services There is also a lack of useable green space or reserve close to the residential area; and little in the way of Council services. The nearest facilities are based in the Little River Township, a 20km return trip.
5. In comparison the Eastern Bays and Inner Harbour settlements of the Akaroa area have community halls, reserves, tennis courts and other amenities previously maintained and developed co-operatively with communities, their organisations and previous Councils.
6. A needs assessment for a community centre or similar multi-purpose building has been undertaken with funding for the study provided by the Community Board. The report was presented to the Birdlings Flat community at a public meeting held on October 5th 2008 where it was agreed that the report be adopted. A copy of the adopted document has been previously circulated to Board members and discussed at the Board seminar held on the 25th October 2008.
7. To progress this project the Birdlings Flat community requires a parcel of land designated for community use on which to erect a building. The study indicates there are 53 undeveloped sections available and another small subdivision of 7-8 sections awaiting resource consent.
8. With a designated site the community could then apply to outside funding organisations such as the Lottery Grants Board and The Canterbury Community Trust for significant funding grants towards a facility that will meet the needs of the Birdlings Flat community.
9. Several options for possible land purchase have been identified by the Birdlings Flat community, staff and the Akaroa/Wairewa Community Board.
 - Purchase of the total proposed subdivision area
 - Purchase a section within this subdivision;
 - Purchase 19 Lake Terrace Road (which has an existing 49sqm building on site)
 - Purchase an existing section on Poranui Beach Road
 - Purchase a parcel of land on the corner of Poranui Beach Road, an area of covenanted land within the Protected Natural Area block,.

All potential sites are within the Small Settlement Area and will require a resource consent as any community/ facility use will be deemed a discretionary activity under the Banks Peninsula section of the City Plan.

FINANCIAL IMPLICATIONS

10. The financial implications relate to providing a suitable amount of funding in the 2009/19 LTCCP to purchase a vacant residential lot at Birdlings Flat settlement. There are funds in the former Banks Peninsula District Council Reserve Contribution Account however this has been allocated to Schedule F works (from the BPDC/CCC memorandum of understanding) previously identified by the Board to fund works on reserves which are already in the capital programme. Additional funds would be needed to cover the cost of the land, which may be held in fee simple or gazetted as a Local Purpose Reserve, community buildings.

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

11. No funding for the purchase of a community facility and land has currently been allowed for in the LTCCP. The recommendations contained within this report are that the Community Board should include the project in its submission to the 09/19 LTCCP for a capital sum to be provided to acquire a parcel of land at Birdlings Flat.

LEGAL CONSIDERATIONS

12. Legal considerations for the purchase of the land will relate to how best to hold the land that allows for the most flexibility and future use for other community needs.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

13. The report aligns with the LTCCP and activity management plans. Pg. 54-57 of the LTCCP –
 3. Ensures access to goods and services, work and leisure activities and
 4. Improving peoples sense of community identity and their feeling of safety.Strategic Direction (pg. 64) –Ensures that people have the mix of houses and other buildings and spaces they need.

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

14. As noted above, this is not currently a project in the 2006-16 LTCCP.

ALIGNMENT WITH STRATEGIES

15. The application aligns with the Council's Development Contributions Policy (page 30) - that cash in lieu of reserves is used for the purchase of land for local reserves where there are existing or potential deficiencies in the provision of them; or to the upgrading of existing reserves either adjoining or in the general locality of the subdivision.
16. The application aligns with the Strengthening Communities Strategy - Community Outcomes:
 - 2.2 A city of inclusive and diverse communities
 - support the development of resilient and resourceful communities;
 - communities trends, issues and imperatives are understood;
 - stakeholders collaborate to identify and address community issues; and
 - people feel a sense of community
 - 2.3 Capacity building of community groups
17. The recommendation also aligns with the Community Boards Objectives:
 3. Enhancing the culture, heritage and identity of Akaroa-Wairewa communities through the built, natural and working environments.
 7. Promoting the participation of Akaroa-Wairewa residents in recreation and cultural events/programmes.

Do the recommendations align with the Council's strategies?

18. The recommendations contained in this report align with Council's strategies.

CONSULTATION FULFILMENT

19. Consultation requirements have been undertaken. These include:
- a public meeting for the community of Birdlings Flat where the report was adopted and options recommended;
 - an Akaroa/Wairewa Community Board seminar where the report was presented to members by the author; and a meeting with Planning staff (Transport and Greenspace) to look at both financial and land options.
20. Further consultation would take place before and during the resource consent process for any facility.
21. Consideration of this project could also be included in the consultation process for the Community Facilities Plan, which will take place for the Akaroa-Wairewa area in April/May 2009.

STAFF RECOMMENDATION

It is recommended that the Akaroa-Wairewa Community Board consider:

- (a) Including support for a community facility at Birdlings Flat as part of its submission to the LTCCP.
- (b) The priority that the Board wishes to give to the project if it is to be included in the LTCCP.

15. BRIEFINGS

15.1 COMMUNITY DEVELOPMENT ADVISER

The Community Development Adviser will brief the Board on:

- 40 Rue Jolie
- Akaroa Town Crier

16. COMMUNITY BOARD ADVISERS UPDATE

16.1 REPRESENTATION REVIEW

16.2 BANKS PENINSULA COMMUNITY BOARDS JOINT MEETING

17. ELECTED MEMBERS INFORMATION EXCHANGE

18. QUESTIONS UNDER STANDING ORDERS