



Christchurch City Council

AKAROA-WAIREWA COMMUNITY BOARD AGENDA

THURSDAY 19 JUNE 2008

AT 9:30 AM

IN THE BOARDROOM
AKAROA SERVICE CENTRE
78 RUE LAVAUD, 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

INDEX		PAGE NO.
PART C	1. APOLOGIES	3
PART C	2. CONFIRMATION OF MEETING REPORT – 22 MAY 2008	3 - 7
PART C	3. CONFIRMATION OF JOINT EXTRAORDINARY MEETING REPORT - 28 APRIL 2008	8 - 24
PART B	4. DEPUTATIONS BY APPOINTMENT 4.1 Akaroa Civic Trust	25
PART B	5. PRESENTATION OF PETITIONS	25
PART B	6. NOTICE OF MOTION	25
PART B	7. CORRESPONDENCE 7.1 Little River Railway Station Trust	25 & 26
PART C	8. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE - 12 MAY 2008	27 - 30
PART C	9. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE MEMBERSHIP AND TERMS OF REFERENCE	31 - 34

PART B	10.	BRIEFINGS	
	10.1	Local Roothing Projects Update	35
PART B	11.	COMMUNITY BOARD ADVISER'S UPDATE	35 - 37
PART B	12.	ELECTED MEMBERS INFORMATION EXCHANGE	38
PART B	13.	QUESTIONS UNDER STANDING ORDERS	38
PART C	14.	RESOLUTION TO EXCLUDE THE PUBLIC	38

1. **APOLOGIES**

2. **CONFIRMATION OF MEETING REPORT – 22 MAY 2008**

The report of the Board's ordinary meeting of 22 May 2008 is **attached**.

STAFF RECOMMENDATION

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

19.06.08

10.07.08

**AKAROA/WAIREWA COMMUNITY BOARD
22 MAY 2008**

**A meeting of the Akaroa-Wairewa Community Board
was held on Thursday 22 May 2008 at 9.30am**

PRESENT: Stewart Miller (Chairman), Jane Chetwynd, Claudia Reid and Eric Ryder

APOLOGIES: An apology for absence was received and accepted from Pam Richardson and an apology for lateness was received from Jane Chetwynd who entered the meeting at 9.35am and was absent for clause seven. Claudia Reid apologised and left the meeting at 12.35pm and was absent for part of clause six.

An apology for the meeting of 19 June 2008 was tendered by Jane Chetwynd.

The Board reports that:

PART B – REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

1.1 Senior Constable Lyle Pryor – Bi-monthly Police Report

Senior Constable Pryor reported on police related issues in the Akaroa-Wairewa area in recent times:

- Series of burglaries, but resulting in property damage rather than loss of goods.
- Break-in resulting in the theft of firearms and other goods from a works depot.
- Break-in and theft of liquor from a local hotel.
- Quiet time for vehicle crashes and infringements.
- Several instances of theft of precious metals (copper, lead etc) which is in high demand . This is an issue affecting the whole Canterbury region.

2. CORRESPONDENCE

2.1 Little River Wairewa Promotions Group

The Board **received** the correspondence from the Little River Wairewa Promotions Group, regarding a number of issues and referred the matters to staff for comment and action, as follows:

- Request for a pony and dog hitching rail sited in the vicinity of the Little River Children's Playground - refer to staff for action.
- Request for parking signs in the Little River Town Centre - refer to staff through Request for Service system. Ask staff to advise the Little River Gallery that it should signpost its parking area.
- Concern over suggestion of relocating the Little River recycling centre - refer to staff for comment.
- Pot holes outside the Little River Service Centre - refer to staff through Request for Service system.

2 Cont'd

2.2 Pigeon Bay Road Users Group – Stock on Pigeon Bay Road

The Board considered a letter from this group, expressing its members concerns about dairy cows on the Pigeon Bay Road, particularly stock wandering unattended during darkness hours.

The Board noted that the problem with dairy cows on Pigeon Bay Road was one which had been brought to the Council's attention over a period of several years, without any resolution.

The Board **decided** to receive this correspondence and refer it to staff for comment and to also ask for urgent enforcement action to be taken in regard to the continual infringement of Council's bylaws.

2.3 Vince Burke – Streetlight, State Highway 75 / Bayleys Road

A letter was tabled from Mr Burke who was requesting that a streetlight be installed on the intersection of State Highway 75 and Bayleys Road, at Birdlings Flat.

The Board noted that the installation of a streetlight was already a suggestion that had been awarded a low priority by Transit New Zealand. Members considered that whilst a streetlight would contribute to road safety at the intersection, there was already adequate signage to indicate the turnoff. Instead it was felt that a dedicated right turning lane, coming from Christchurch, would provide a more significant contribution to safety concerns. The installation of a right turning lane had previously been agreed to by Transit New Zealand staff and was to have been constructed as part of the resealing programme for the highway.

The Board **received** this correspondence and asked that Council staff request Transit New Zealand staff to comment on the installation of a right turning lane on the State Highway 75 and Bayleys Road intersection.

3. AKAROA HARBOUR ISSUES WORKING PARTY

Members commented on the trial installation of a portable toilet at Sandy Bay over the holiday season and asked that staff provide feedback on the usage figures for that facility, so that the Board could have that information available when formulating its submission to the LTCCP.

The Board **received** the minutes of the Akaroa Harbour Issues Working Party meeting held on 26 February 2008.

4. BRIEFINGS

4.1 Akaroa Wastewater Consent and Water Strategy

Mike Bourke, Operations and Maintenance Manager, updated the Board on progress with the Akaroa Wastewater resource consent. He explained that a consent was being sought for a five year term, during which time the Council would have to investigate and identify long term options for disposal of the wastewater.

Mr Bourke reported that two public information sessions would be held, one in Akaroa and one in Christchurch, to look at wastewater issues and options. Following that a working party would be formed, consisting mainly of representatives from stakeholders groups and interested parties, to further this process.

Mr Bourke said there were a number of wastewater disposal options, but that the community had already indicated that disposal to the harbour was not a favoured option. He explained that the timeline necessitated that Council have two favoured disposal options identified by February 2009.

The Board also discussed water issues with Mr Bourke, including supply initiatives and the impact of the Drinking Water Standards in relation to water supplies on Banks Peninsula.

4 Cont'd

4.2 Local Roading Projects Update

David McNaughton, Asset Manager, Asset & Network Planning Unit updated the Board on roading issues. He also reported on the difficulties being encountered in gaining a subsidy from Land Transport New Zealand for some of the bridge replacements he had scheduled, seemingly due to the low number of vehicles using the roads concerned.

4.3 Libraries 2025 Plan

Carolyn Robertson, Libraries and Information Manager and Rosemary Nicholls, Community Library Manager briefed the Board on the points in the Libraries 2025 Plan that were relevant to the Akaroa-Wairewa area. They re-iterated that there were no plans to take library services away from Little River, but that they wished to investigate ways in which the service there could be developed and improved over time. They explained that the Libraries 2025 Plan is a future focused document and the Libraries Unit was therefore keen to know the aspirations of the local communities and the Community Board.

The Board **decided** to make a submission to the Draft Libraries 2025 plan on a number of points, including a proposal for the better use of technology in rural libraries. Board members noted that the better use of technology was to a large degree dependent on the technological services available to rural communities being improved, for example broadband being more widely available. Board members agreed to advocate to the Council to exert its influence to bring about improvements and extensions to those services.

5. COMMUNITY BOARD ADVISER'S UPDATE

The Community Board Adviser updated the Board on a number of issues.

- Wainui Sewerage Scheme – members asked that they be included in the meeting that staff were planning with Lyn Baynes and Chris Broome regarding their concerns about the proposed scheme.

6. ELECTED MEMBERS INFORMATION EXCHANGE

Members made specific mention of the following matters:

- Cruise Ship Visits to Akaroa – members asked that staff facilitate a working party to examine the response required from the Council in preparation for the cruise ship visits over the coming season. The working party to include Board members Chetwynd, Reid and Richardson and representatives from stakeholder groups in the community.

The Board felt that Council needs to be aware of the planned visits and the possible effects on the infrastructure in the town particularly from the visits by the larger ship which carries 3,450 passengers and crew, of which some 1,400 are expected to disembark.

- Street Rubbish Bins – the Board asked that staff investigate the reported lack of rubbish bins on Rue Lavaud between Rue Brittan and Rue Balguerie.
- Public Toilets – The Board asked for feedback from the Contracts Manager for Urban Parks regarding the continuing lack of cleanliness in the public toilets in the Board area. Members are aware that there are still numerous complaints about the state of the toilets and that this is a situation which has existed for some considerable time.

PART C – DELEGATED DECISIONS**7. CONFIRMATION OF REPORT**

The Board **resolved** that the report of the ordinary meeting held on Thursday 17 April 2008 be confirmed, subject to the following amendments:

Item 9, Item 9, Row 3 of Table - Delete 5,000.00 Insert 5,900.00

Recipient	Amount	Project
Akaroa Health Centre	5,000.00 5,900.00	To contribute to a scoping exercise.....

Page 9, Item 8 (c) Delete "sealing" Insert "ceiling"

The Board resolved to allocate \$1,000 from the Discretionary Fund for a Small Grants Fund, with a ~~sealing~~ ceiling of \$200 per application.....

8. AKAROA-WAIREWA RESERVES DISCRETIONARY FUNDING 2007/08 – PROPOSALS FOR UNALLOCATED FUNDING

The Board considered a report seeking the allocation of the remaining \$17,500 of its 2007/08 Reserves Discretionary Funding.

The Board **resolved** that the following allocations be made from the Reserves Discretionary Funding for 2007/08:

Little Akaloa Cemetery – renovation of plaques	3,000
Garden of Tane – renovation of entrance	3,000
Stanbury Reserve & Wainui Foreshore – purchase new picnic tables	5,000
Okains Bay Reserve – purchase new picnic tables	3,000
Pigeon Bay foreshore – replacement seats	2,000
Takamatua Reserve – install stored picnic tables	1,500
TOTAL	\$ <u>17,500</u>

9. BOARD REPRESENTATION ON OUTSIDE ORGANISATIONS AND COMMITTEES

The Board considered a report seeking the appointment of a Board representative to the Orton Bradley Park Board.

The Board **resolved** that Dr John Rentoul be appointed to the Orton Bradley Park Board as the representative of the Akaroa-Wairewa Community Board, and requested that an annual report be submitted for its consideration.

10. COMMUNITY BOARD ADVISER'S UPDATE (CONT'D)

Akaroa Museum Advisory Meeting

The Board **resolved** that the Akaroa Museum Advisory meeting scheduled for Thursday 26 June 2008 be deferred until Thursday 3 July 2008, due to the unavailability of several Committee members.

The meeting concluded at 12.45pm

CONFIRMED THIS 19TH DAY OF JUNE 2008

**STEWART MILLER
CHAIRMAN**

3. CONFIRMATION OF JOINT EXTRAORDINARY MEETING REPORT – 28 APRIL 2008

The report of the Joint Board's Extraordinary meeting of 28 April 2008 is **attached**.

STAFF RECOMMENDATION

That the report of the Joint Board's extraordinary meeting be confirmed.

19.06.08

10. 7. 08

**AKAROA/WAIREWA COMMUNITY BOARD
LYTTELTON/MT HERBERT COMMUNITY BOARD
JOINT EXTRAORDINARY MEETING**

28 APRIL 2008

**An extraordinary joint meeting of the
Akaroa/Wairewa Community Board and Lyttelton/Mt Herbert Community Board
was held on Monday 28 April 2008 at 9.30am
in the Little River Service Centre, Little River**

PRESENT: Paula Smith (Chairperson), Stewart Miller, Jeremy Agar, Jane Chetwynd, Doug Couch, Ann Jolliffe, Dawn Kottier, Bryan Morgan, Claudia Reid, Pam Richardson and Eric Ryder.

APOLOGIES: Apologies for lateness were received and accepted from Bryan Morgan and Claudia Reid who arrived at 9.35am and were absent for part of clause one.

The Board reports that:

PART A - MATTERS REQUIRING A COUNCIL DECISION

1. SPARC RURAL TRAVEL FUND FOR BANKS PENINSULA WARD

The Boards considered a report seeking recommendations to the Council regarding:

- (a) the allocation of the 2007/08 SPARC Rural Travel Funds for the Banks Peninsula Ward.
- (b) a process for the future allocation of the SPARC Rural Travel Fund.

A joint report (attached) from the Board Chairmen, containing the Boards' recommendations, has been submitted to the 12 June 2008 meeting of the Council.

PART C - REPORT ON DELEGATED DECISIONS

2. APPOINTMENT OF MEETING CHAIRPERSON

Paula Smith was appointed Chairperson for this meeting.

3. CONSIDERATION OF SUPPLEMENTARY ITEM

The Boards **resolved** to consider a report on the Banks Peninsula Community Boards Joint Objectives.

4. BANKS PENINSULA COMMUNITY BOARDS JOINT OBJECTIVES

The Boards considered a report setting out an amended version of the joint objectives which they had adopted in December 2006. The amendments to those objectives had been made following a joint seminar of the Boards in March 2008.

19.06.08

4 Cont'd

The Boards **resolved** to adopt the amended joint objectives for the Banks Peninsula Ward subject to the following alterations:

Objective 1 – Milestones

- ~~Distribute published Community Board Directory to all Peninsula households by April 2007~~
- Distribute published updated Community Board Directory to all Peninsula households by April 2009

Objective 5 – Milestones

- ~~Facilitate workshops for the community where Council staff can advise on events-related issues~~
- Facilitate workshops for the community with Council staff, to focus on visitors and events.

Objective 8

- Increasing community awareness of civil defence and emergency management issues, including Rural Fire Party's Parties.

A final copy of the objectives is attached to this report.

The meeting concluded at 10.05am

CONFIRMED THIS 17TH DAY OF JUNE 2008

**PAULA SMITH
CHAIRPERSON**

CONFIRMED THIS 19TH DAY OF JUNE 2008

**STEWART MILLER
CHAIRMAN**

19.06.08

12. 6. 2006

Attachment to Clause 3
(Item 1)

**JOINT REPORT BY THE CHAIRMEN OF THE
AKAROA-WAIREWA COMMUNITY BOARD AND
LYTTELTON-MT HERBERT COMMUNITY BOARD
28 APRIL 2008**

PART A - MATTERS REQUIRING A COUNCIL DECISION

1. SPARC RURAL TRAVEL FUND FOR BANKS PENINSULA WARD

General Manager responsible:	Michael Aitken General Manager Community Services DDI 941-8534
Officer responsible:	John Filsell Recreation & Sport Unit Manager DDI 941- 8303
Author:	Maggie Button Community Activities Officer Lyttelton DDI 941-5656

PURPOSE OF REPORT

1. For the Council to consider recommendations from the Akaroa-Wairewa Community Board and the Lyttelton-Mt Herbert Community Board regarding the allocation of the 2007/08 SPARC Rural Travel Funds for Banks Peninsula.
2. For the Council to consider a process for the future allocation of the SPARC rural travel fund.

EXECUTIVE SUMMARY

3. SPARC Rural Travel Funds are provided to encourage participation in sport by young people living in rural communities. It is open to rural sports clubs and rural school teams in areas that have less than 10 people/km². The fund is for young people aged between 5-19 years who require subsidies to assist with transport expenses to local sporting competitions. The fund is not available for travelling to regional or national events. A school club team is defined as one participating in regular local sport competitions in weekends, excluding inter-school and intra-school competitions during school time. A sports club is defined as participating in organised, regular sport competition through membership outside of school time. 'Local' for Peninsula young people means travelling to other sub-unions such as Ellesmere, Waihora, Lincoln and further a-field to participate in regular competitions.
4. For the 2007/08 funding round SPARC have allocated \$8,000.00 (ex GST) for the Banks Peninsula area. The allocation is based on a population density formula for areas with less than 10 people per square kilometre and therefore excludes Lyttelton and Governors Bay.
5. 5% of funds may be allocated to advertising. Two advertisements were placed, in the Akaroa Mail and one in the Bay Harbour News, for a total cost of \$326.33. This means with a small surplus from last year there is a total of \$8,319.67 for distribution. All past applicants and the local schools have been mailed the funding application guidelines.
6. For the 2007/08 fund one application has been received from Lyttelton Mount/Herbert Ward & four from Akaroa/Wairewa Ward. Historically funds have been split between the two wards on the basis of areas that qualified for the funding – 64% for Akaroa-Wairewa and 36% for Lyttelton-Mt Herbert. Because there are more active sports clubs in the Akaroa-Wairewa area, previous years have seen surplus funds in the Lyttelton Mount Herbert area and over-budget requests in the Akaroa/Wairewa area. It is suggested that an assessment committee is formed by representatives from the two communities and that, in future, the SPARC rural travel fund comes under the combined jurisdiction of the two community boards. For this to occur the Council would need to delegate the decision making for these grants to the two Community Boards. A review of the delegations to the Community Boards is being carried out by Council staff. It is intended that the Council be asked as part of that process to include this delegation to the two Banks Peninsula Community Boards jointly.

FINANCIAL IMPLICATIONS

7. The total amount available to distribute is \$8,319.67. The total amount of funds requested is \$14,500.

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

8. The funding has been provided to Christchurch City Council from SPARC and is aligned to the Councils community grants scheme.

LEGAL CONSIDERATIONS

9. There are no legal considerations.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

10. This funding assists the Council to meet the community outcomes of Recreation Leisure in the 2006 – 2016 LTCCP by “ giving everybody the opportunity to participate in sport and physical activity....”

ALIGNMENT WITH STRATEGIES

11. Applications align with the Physical Recreation & Sport Strategy 2002, objective 4.1 “Sports clubs and associations are meeting the needs of the public.”

CONSULTATION FULFILMENT

12. Not applicable

STAFF RECOMMENDATION

It is recommended that the Akaroa-Wairewa Community Board and Lyttelton-Mt Herbert Community Board recommend: -

- (a) that the Council approve the staff recommendations, contained in the attached matrix, for disbursement of the SPARC Rural travel Fund for 2007/08
- (b) that the Council considers, as part of the review of Community Board delegations, to delegate to the two Banks Peninsula Community Boards jointly, the annual allocation of the SPARC rural travel grants.

BOARDS CONSIDERATION

The Boards were informed that further information had come to the attention of staff, which had necessitated the changing of the original calculations and recommendation. The new information related to the number of children from the Akaroa Area School who were eligible for the rural travel fund subsidy, under the criteria set down by SPARC. The matrix had been altered accordingly with a second staff recommendation having been added for members consideration.

BOARDS RECOMMENDATION

The Boards **resolved:**

- (a) that the Council approve the recommendations, contained in the following table, for disbursement of the SPARC Rural travel Fund for 2007/08.
- (b) that the Council considers, as part of the review of Community Board delegations, to delegate to the two Banks Peninsula Community Boards jointly, the annual allocation of the SPARC rural travel grants.

19.06.08

Akaroa Area School	\$ 1,092.26	To assist with after school travel costs or weekend team competitions in the local area plus travel to competitions in Christchurch and the Canterbury area.
Diamond Harbour Rugby Football Club	\$ 2,000.00	To assist with the cost of transport for junior club teams to attend away games in Ellesmere area and to transport players from outside Diamond Harbour for practices.
Banks Peninsula Netball Club	\$ 1,386.33	To assist with travel expenses to compete in the Selwyn Netball competition.
Banks Peninsula Rugby Football Club	\$ 3,000.00	To assist with providing buses and assist with travel expenses of car pooling to training & competitions for all junior grades.
Britomart Scout Group	\$ 840.20	To assist with travel costs to Lyttelton and other local regattas in Christchurch

SPARC RURAL TRAVEL FUNDING APPLICATIONS 2007/2008 BANKS PENINSULA WARD OF THE CHRISTCHURCH CITY COUNCIL

Name, of group applying	Amount requested	Amount allocated last funding round(\$)	Distance travelled for competitions (km)	Purpose of travel grant	Number of members in organisation	Number of members Aged 5-19 yrs	Staff Recommendation	Second Staff Recommendation
Akaroa Area School	\$3,500	\$4000	Up to 150 km (return each trip)	To assist with after school-travel costs or weekend team competitions the local area, plus travel to competitions in Christchurch and the Canterbury area.	123	423 26	\$1,750 This is 50% of requested amount based on the rationale that a % of the sports travel is part of the school curriculum, and that the majority of the children who attend sports clubs in the Akaroa/Wairewa area would also attend Akaroa Area School	\$1092.26 (26 X \$42.01)
Diamond Harbour Rugby Football Club	\$2000	\$1000	Up to 100 kms (return)	To assist with the cost of transport for junior club teams to attend away games in Ellesmere area and to transport players from outside Diamond Harbour for practices.	100	63	\$2,000 As requested Figure based on a per capita basis for the balance of funds between the four sports clubs less the Akaroa school grant. \$31.89 per head x 63 children - (less \$9.00 in excess of their application	\$2,000.00 As requested

SPARC RURAL TRAVEL FUNDING APPLICATIONS 2007/2008 (CONTINUED)

Name, of group applying	Amount requested	Amount allocated last funding round(\$)	Distance travelled for competitions (km)	Purpose of travel grant	Number of members in organisation	Number of members Aged 5-19 yrs	Staff Recommendation	Second Staff Recommendation
Banks Peninsula Netball Club	\$4,000	Did not apply	100km return	To assist with travel expenses to compete in the Selwyn Netball competition.	43	33	\$1055 Based on per capita \$31.89 x 33 children plus \$3.00	\$1,386.33 (33 X \$42.01)
Banks Peninsula Rugby Football Club	\$3,000	\$2,000	Up to 150 km (return) each trip	To assist with providing buses and for U18 & U16 teams. To assist with travel expenses of car pooling to training & competitions for all junior grades.	130	90	\$2873 Based on per capita \$31.89 x 90 children plus \$3.00	\$3,000.00 As requested
Britomart Scout Group	\$2000	\$1714	100-200 kms (return)	To assist with travel costs to Lyttelton and other local regattas in Christchurch	20	20	\$641 Based on per capita basis \$31.89 x 20 children plus \$3.00	\$840.20 (20 x \$42.01)

TOTAL CHILDREN 232

Staff recommendation Number Two - On the basis of further information about the school teams. This information was not available at the time the report went for approval. New information shows that the grant applies to only 26 students from Akaroa Area school.

New Total = 232 children Per capita grant = \$35.86 (\$8319.67/232)

This would give Diamond Harbour and Banks Peninsula Rugby Clubs more than requested.

Therefore: Recommend \$2,000 to Diamond Harbour Rugby Club – as requested

Recommend \$3,000 to Banks Peninsula Rugby Club – as requested.

The balance of funds - \$3,319.67 divided amongst the remaining applicants on a per capita basis of \$3,319.67/79 = \$42.01

**JOINT OBJECTIVES OF THE AKAROA-WAIREWA AND LYTTELTON-MT HERBERT
COMMUNITY BOARDS FOR BANKS PENINSULA FOR 2007/2009**

Banks Peninsula's two community boards have agreed to a shared responsibility to enhance, nurture and protect the region's unique natural geography and community values.

- 1. Increasing community awareness of the Boards role, responsibilities and activities.**
- 2. Enhancing and sustaining the Banks Peninsula environment.**
- 3. Enhancing the culture, heritage and identity of Banks Peninsula communities through the built, natural and working environments.**
- 4. Encouraging greater awareness by planners and decision-makers of safe and appropriate movement networks.**
- 5. Ensuring Banks Peninsula's visitor and event growth is managed in a sustainable way.**
- 6. Improving the range and quality of recreational experiences on Banks Peninsula.**
- 7. Promoting the participation of Banks Peninsula residents in recreation and cultural events/programmes.**
- 8. Increasing community awareness of civil defence emergency management issues, including Rural Fire Parties.**
- 9. Recognising the need to retain and enhance core community services to Banks Peninsula communities.**

As reviewed and amended April 2008

Board Objectives <i>(what the Boards want to achieve for their ward)</i>	Board Activity <i>(how the Boards will achieve their joint objectives)</i>	✓	Milestones <i>(how the Boards will know they are making progress)</i>	✓	Linkages to Community Outcomes <i>(what the community wants)</i>	Linkages to Strategic Directions <i>(Council's contribution to Outcomes)</i>
1. Increasing community awareness of the Boards' role, responsibilities and activities	<p>a) Enhance existing and establish new relationships with communities including:</p> <ul style="list-style-type: none"> i) tangata whenua ii) hold community forums to bring together residents, organisations and issues iii) maintain relationships with reserve management committees iv) recognise and support the spirit of volunteering <p>b) Actively represent the Council's policies and processes to our respective communities</p> <p>c) Advocate for community interests</p> <p>d) Promote Board activities and knowledge (including information on key Council projects) through various communication mechanisms</p> <p>e) Assign Board members to residents and community groups</p> <p>f) Establish and maintain relationships with Members of Parliament to discuss local and community issues</p> <p>g) Seek a review the Council of the October 2005 BPDC/CCC Memorandum of Understanding</p>		<p>Continue to be represented at residents association meetings and other community interest groups</p> <p>Invite each of the reserve management committees to Board meetings; once a year</p> <p>Utilise all opportunities to submit on issues relevant to Banks Peninsula communities</p> <p>Establish "OnBoard" as a regular monthly communication</p> <p>Hold separate meetings with local Members of Parliament, at least once a year</p> <p>Award Banks Peninsula Community Service Awards during year two of each triennium</p> <p>Distribute published Community Board Directory to all Peninsula households by April 2007</p> <p>Distribute published updated Community Board Directory to all Peninsula households by April 2009</p> <p>MOU reviewed by the Council by May 2007</p> <p>Seek a further review of the MOU by March 2009</p>		<p><i>Christchurch:</i> A Well-Governed City</p> <p>A City of Inclusive and Diverse Communities</p> <p><i>Banks Peninsula:</i> Leadership and governance that stimulates and encourages participation and informed involvement in decision-making through communication and consultation</p>	<p>Strong Communities:</p> <ul style="list-style-type: none"> - promote participation in democratic processes - help communities to meet their needs - celebrate and promote Chch's identity, cultures and diversity

Board Objectives <i>(what the Boards want to achieve for their ward)</i>	Board Activity <i>(how the Boards will achieve their joint objectives)</i>	✓	Milestones <i>(how the Boards will know they are making progress)</i>	✓	Linkages to Community Outcomes <i>(what the community wants)</i>	Linkages to Strategic Directions <i>(Council's contribution to Outcomes)</i>
2) Enhancing and sustaining the Banks Peninsula environment.	<p>a) Promote and encourage awareness and appreciation of the Banks Peninsula landscapes</p> <p>b) Support removal of sewerage discharge from local harbours and bays</p> <p>c) Advocate for the improved management of water borne contaminants</p> <p>d) Support conservation efforts that are aligned to Council strategies</p> <p>e) Support strategic land purchases as opportunities arise</p> <p>f) Advocate to the Council for an updated policy on "paper roads"</p> <p>g) Promote the creation, maintenance and strategic linkage of walkway networks</p> <p>h) Advocate for the formation of a trust to administer funds from the sale of Ashburton endowment farms</p>		<p>Make submissions to Council's Open Space and Biodiversity Strategies</p> <p>Make submissions on Greater Christchurch Urban Development Strategy</p> <p>Advocate to the Council on environmental issues through formal recommendations from Board meetings, and through submissions on 2007 Annual Plan and 2009 LTCCP</p> <p>Participate in community Wastewater Working Parties and harbour issues groups</p> <p>Ensure reserve contribution funding schedule reflects present and future needs</p> <p>Endowment Trust is formed for the purpose of supporting Banks Peninsula environmental initiatives</p>		<p><i>Christchurch:</i> A City of People who Value and Protect the Natural Environment</p> <p>A City for Recreation, Fun and Creativity</p> <p>An Attractive and Well-designed City</p> <p><i>Banks Peninsula:</i> A clean, healthy and beautiful natural environment</p> <p>Sustainable land use and economic development that supports and promotes the character of the Peninsula</p> <p>Affordable access to community resources that include arts, cultural and recreational facilities</p>	<p><u>Healthy Environment:</u></p> <ul style="list-style-type: none"> - provide reliable and efficient water supply, waste, and waste water services that support the health of the community and protect the environment - contribute actively to improve air quality and energy efficiency - manage water and land drainage systems efficiently and in a manner that contributes to landscape, ecology, recreation, heritage and cultural values

Board Objectives <i>(what the Boards want to achieve for their ward)</i>	Board Activity <i>(how the Boards will achieve their joint objectives)</i>	✓	Milestones <i>(how the Boards will know they are making progress)</i>	✓	Linkages to Community Outcomes <i>(what the community wants)</i>	Linkages to Strategic Directions <i>(Council's contribution to Outcomes)</i>
<p>Continued....</p> <p>2) Enhancing and sustaining the Banks Peninsula environment.</p>	<p>i) Advocate for the recognition of lake and coastal environments as a vital element of the Banks Peninsula landscape</p> <p>j) Seek greater integration of effort, planning and knowledge on environmental issues</p> <p>k) Explore ways to foster linkages and share information with community groups on environmental issues</p> <p>l) Develop a more enhanced relationship with Environment Canterbury</p>		<p>Make submissions, representations and advocate to Environment Canterbury as required</p> <p>Jointly meet with Harbourmasters on an annual basis</p> <p>Use communication mechanisms (e.g. "Onboard") to connect with the community on environmental issues</p> <p>Meet with Environment Canterbury representatives at least twice once a year</p> <p>Make submissions on Council Biodiversity Strategy</p>		<p><i>Christchurch</i> A City of People who Value and Protect the Natural Environment</p> <p><i>Banks Peninsula</i> A clean, healthy and beautiful natural environment</p> <p>Sustainable land use and economic development that supports and promotes the character of the Peninsula</p>	<p><u>Healthy Environment:</u> - identify, protect and enhance the city's native and exotic ecosystems</p> <p><u>Strong Communities</u> - help communities to meet their needs</p>

Board Objectives <i>(what the Boards want to achieve for their ward)</i>	Board Activity <i>(how the Boards will achieve their joint objectives)</i>	✓	Milestones <i>(how the Boards will know they are making progress)</i>	✓	Linkages to Community Outcomes <i>(what the community wants)</i>	Linkages to Strategic Directions <i>(Council's contribution to Outcomes)</i>
3)Enhancing the culture, heritage and identity of Banks Peninsula communities through its built, natural and working environments	<p>a) Advocate for the recognition of heritage values when new initiatives are considered/implemented</p> <p>b) Request a "stocktake" of existing Council and privately-owned buildings/sites that have heritage value</p> <p>c) Support heritage signing of buildings/environmental features unique to Banks Peninsula communities</p> <p>d) Advocate for a Heritage Trail across the Peninsula</p> <p>e) Continue to support Banks Peninsula museums</p>		<p>Make submissions on Greater Christchurch Urban Development Strategy</p> <p>Board representation on museum committees</p>		<p><i>Christchurch:</i> An Attractive and Well-designed City</p> <p><i>Banks Peninsula:</i> A clean, healthy and beautiful natural environment</p> <p>A built and working environment that enhances the individual character of each "special place" on Banks Peninsula</p>	<p><u>Liveable City:</u> - lead the urban development of Christchurch to ensure it balances the needs of people and environment - maintain and enhance quality of development and renewal of city's built environment</p> <p><u>Strong Communities:</u> - celebrate and promote Christchurch's identity, cultures and diversity</p> <p><u>Healthy Environment:</u> - strengthen the Garden City image</p>

Board Objectives <i>(what the Boards want to achieve for their ward)</i>	Board Activity <i>(how the Boards will achieve their joint objectives)</i>	✓	Milestones <i>(how the Boards will know they are making progress)</i>	✓	Linkages to Community Outcomes <i>(what the community wants)</i>	Linkages to Strategic Directions <i>(Council's contribution to Outcomes)</i>
6) Improving the range and quality of recreational experiences on Banks Peninsula	<p>a) Advocate for a Council recreation strategy for Banks Peninsula to include walking, cycling, public camping facilities and water based activities</p> <p>b) Advocate for strategic land purchases to enhance Peninsula recreational opportunities</p>		<p>Council undertaking received to develop a Recreation Strategy for Banks Peninsula</p> <p>Walkway linkages progressed</p> <p>Slipways, jetties and wharves are maintained to a safe standard</p>		<p><i>Christchurch:</i> A City of People who value and protect the natural environment</p> <p>A City for Recreation, Fun and Creativity</p> <p><i>Banks Peninsula:</i> A clean, healthy and beautiful natural environment</p> <p>Affordable access to community reserves that include art, cultural and recreational facilities</p> <p>Sustainable land use and economic development that supports and promotes the character of the Peninsula</p>	<p>Strong Communities - <u>reduce injury and crime and increase perceptions of safety</u> - <u>increase involvement in lifelong learning</u> - <u>help communities to meet their needs</u></p>

Board Objectives <i>(what the Boards want to achieve for their ward)</i>	Board Activity <i>(how the Boards will achieve their joint objectives)</i>	✓	Milestones <i>(how the Boards will know they are making progress)</i>	✓	Linkages to Community Outcomes <i>(what the community wants)</i>	Linkages to Strategic Directions <i>(Council's contribution to Outcomes)</i>
7) Promoting the participation of Banks Peninsula residents in recreation and cultural events/ programmes	a) Encourage residents to participate in city events b) Promote Banks Peninsula as a location for city events c) Advocate to other agencies for financial assistance to support community recreation programmes d) Advocate for extension of recreation programmes to outlying areas, including school holiday programmes e) Encourage and promote initiatives for each bay area to enhance recreational use of water and open space		Invite community groups and Reserve Committees to identify possible opportunities for recreational use of water and open space, including how reserves funding can be allocated SPARC rural travel fund is disbursed Make submissions to Council's Events Strategy		<i>Christchurch</i> A City for Recreation, Fun and Creativity A City of Inclusive and Diverse Communities A Healthy City <i>Banks Peninsula</i> Affordable access to community resources that include arts, cultural and recreational facilities Unique, welcoming and safe communities that sustain people of diverse income and age An educated and healthy community.	<u>Strong Communities:</u> - help communities to meet their needs - encourage healthy and active lifestyles - celebrate and promote Christchurch's identity, cultures and diversity - encourage residents to enjoy living in the city and to have fun
8) Increasing community awareness of civil defence and emergency management issues, including Rural Fire Parties	a) Ensure civil defence planners are aware of issues unique to Banks Peninsula; such as water and petroleum supplies, road access, etc b) Assist civil defence planners to work through intermediaries to "spread the word" among communities on the Peninsula as to what actions should be taken in an emergency		Boards to meet separately with Council CDEM staff by end of 2006 to discuss key issues. Ongoing promotion to communities of key CDEM messages, through facilitation of a CDEM component at Residents Meetings.		<i>Christchurch</i> A Safe City <i>Banks Peninsula</i> An educated and healthy community	<u>Strong Communities:</u> - reduce injury and crime and increase perceptions of safety <u>Liveable City:</u> - play an active role in preparing the city for hazards and emergencies

Board Objectives <i>(what the Boards want to achieve for their ward)</i>	Board Activity <i>(how the Boards will achieve their joint objectives)</i>	✓	Milestones <i>(how the Boards will know they are making progress)</i>	✓	Linkages to Community Outcomes <i>(what the community wants)</i>	Linkages to Strategic Directions <i>(Council's contribution to Outcomes)</i>
9) Recognising the need to retain and enhance core community services to Banks Peninsula communities	a) Advocate for ongoing police presence in communities b) Continue to support the retention of rural health services c) Support education initiatives where possible; encourage school/community partnerships d) Advocate for telecommunication services to be brought up to city standards e) Raise community awareness of the availability and range of Council services		Have regular briefings with Police representatives at Board meetings Use newsletters/other communication means to raise the profile of Council services Raise telecommunication issues at meetings with Members of Parliament and service providers Increased uptake of community grants/funding and services		<i>Christchurch:</i> A Safe City A Healthy City A City of Inclusive and Diverse Communities A City of Lifelong Learning <i>Banks Peninsula:</i> An educated and healthy community Unique, welcoming and safe communities that sustain people of diverse income/age	Strong Communities - reduce injury and crime and increase perceptions of safety - increase involvement in lifelong learning - help communities to meet their needs

April 2008

4. DEPUTATIONS BY APPOINTMENT

4.1 AKAROA CIVIC TRUST

The Civic Trust wishes to address the meeting on the issue of appointments to the Akaroa Design and Appearance Advisory Committee.

5. PRESENTATION OF PETITIONS

6. NOTICES OF MOTION

7. CORRESPONDENCE

7.1 LITTLE RIVER RAILWAY STATION TRUST

The Trust has sent an email (attached) seeking funding for a tourist information sign to denote the historic railway station building.

STAFF RECOMMENDATION

It is recommended that the Board receive this correspondence and refer it to staff to assess if funding is available.

19.06.08

Email received from Little River Railway Station Trust – 5th June 2008

Addressed to: Stewart Miller

Dear Stewart,

I am writing to you on behalf of The Little River Railway Station Trust.

We feel that there is not enough signage to inform tourists of our historic railway station building in Little River. This building now comes under the Historic Places Trust.

We are requesting that the Community Board would consider funding of a sign stating 'Historic Building' on the existing information sign on the opposite side of the road with an arrow pointing towards the station. These signs are on a white background with brown lettering, approximately the same size as the i-sign. I am sure it could be attached to the same pole.

Can you please give this your consideration. Looking forward to hearing from you.

Regards
Pam Baird
Secretary
Little River Railway Station Trust

8. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE - 12 MAY 2008

General Manager responsible:	Peter Mitchell, Regulation & Democracy Services
Officer responsible:	Kent Wilson, Planner, Environmental Policy and Approvals Unit
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

The purpose of this report is to submit the outcomes of the Akaroa Design & Appearance Advisory Committee meeting held on Monday 12 May 2008.

The meeting was attended by Committee members:

Stewart Miller	- Chairman Akaroa-Wairewa Community Board
Eric Ryder	- Akaroa-Wairewa Community Board member
Victoria Andrews	- Akaroa Civic Trust
Lynda Wallace	- Akaroa-Wairewa Community Board nominee
John Davey	- Consultant (Architect)

Also in attendance were:

Kent Wilson	- Planner, Environmental Policy & Approvals Unit
Nathan O'Connell	- Planner, Environmental Policy & Approvals Unit
David Margetts	- Historic Places Trust
Jenny Hughey	- Community Board Adviser

1. APOLOGIES

An apology for lateness was received and accepted from John Davey.

2. APPOINTMENT OF CHAIRMAN

Stewart Millar was appointed chairman for this meeting.

3. REPORT OF PREVIOUS MEETING

The Committee **received** the report of the meeting held on 18 September 2007, subject to the following amendment:

Page 1, Item 3.1 – Delete the words “*or voted on the resolution relating to the plans*”

It was noted that both Ms Andrews and Ms Wallace had an interest in this matter, as members of the Akaroa Museum Board, and Ms Wallace also as the Akaroa Museum Director. Neither took part in the analysis of the plans presented ~~or voted on the resolution relating to the plans.~~

Page 2, Item 3.1 – Delete “*approved*” Insert “*supported*”

The Committee resolved that the Akaroa Museum plan be ~~approved~~ supported, but that the applicants be asked to consider the points noted by the Committee.....

4. ADOPTION OF SCHEDULE OF MEETINGS

The Committee **resolved** to recommend to the Akaroa-Wairewa Community Board that its schedule of meetings for 2008 be as follows:

Monday 12 May 2008	Akaroa Service Centre	10.00am
Monday 9 June 2008	Akaroa Service Centre	10.00am
Monday 7 July 2008	Akaroa Service Centre	10.00am
Monday 11 August 2008	Akaroa Service Centre	10.00am
Monday 8 September 2008	Akaroa Service Centre	10.00am

19.06.08

Monday 13 October 2008	Akaroa Service Centre	10.00am
Monday 10 November 2008	Akaroa Service Centre	10.00am
Monday 8 December 2008	Akaroa Service Centre	10.00am

5. COMMUNITY BOARD ADVISER'S UPDATE

The matters of Committee membership and the Standing Orders that apply to the Committee, were deferred until the June meeting.

6. PLANS TO CONSIDER

6.1 Extension to Dwelling – B & K Gemmell, 16 William Street

Mrs Gemmell addressed the meeting. She spoke to the plans and pointed out some specific elements relating to the proposed extension, including:

- Main aim of the extension is to provide extra space for the family
- The extension design is in keeping with the existing structure of the house
- Double glazing has been included to keep noise down
- The front of the house is to be painted and the gutter replaced.
- Windows will remain the same
- Landscaping of the front yard will include tar sealing the existing parking area

The Committee agreed that the following matters need to be checked and considered in relation to the design:

- A change in the roof line by including a valley gutter would mean that the roof line fits in more with the existing house structure
- The degree to which the proposed extension results in the building exceeding the allowable percentage of the section coverage, should be checked by staff. This is important in relation to altering the character of an area, which can result if houses are allowed to exceed the planned level of site coverage.
- The height level of the proposed extension should be checked by staff.
- Preference to have a colour scheme in line with neutral colours in keeping with heritage of local area.
- Landscaping of the front parking area with tar seal may mean loss of amenity in that area.

The Committee **resolved** to advise the applicant:

- (a) That the roof line be altered to make it fit in better with the existing roof line.
- (b) That consideration be given to a colour scheme based on heritage colours related to the age of the house, in keeping with the heritage of the local area.
- (c) That consideration be given to the local street amenity when landscaping at the front of the property for car parking.

6.2 Signage – Black Cat Group Limited – Proposed Extension – 61 Beach Road

Mr Paul Bingham, Director of the Black Cat Group Limited, addressed the meeting. He spoke on the application for signage approval and pointed out the intentions of his business in constructing the signage in the manner shown in the attached photographs, including;

- There is only one garden around the fibreglass Hectors dolphins mounted in front of the shop rather than two as shown in the photos because two blocked foot traffic to the shop.

6 Cont'd

- The new signs are a vast visual improvement on the previous ones and that was one of the intentions behind the new signs.
- The signs were erected prior to Christmas 2007 followed by this present retrospective application lodged with Council.
- A willingness to adjust the sign and window dressing in light of the Committee comments

Staff and committee members raised several matters regarding the signs, as follows:

- This is a retrospective consent and it therefore does not mean that the Council approves of the signs in their present form.
- The amount of signage exceeds the allowable standard.
- The signs dominate the buildings and this goes against the intent of the plan.
- The signs must be assessed on their merits on a case by case basis
- There are rules to protect Akaroa and large signs do not fit in with these rules.
- Signs need to be viewed in the spirit of the registered historic area.
- The cumulative effect of the signs on the building and the surrounding area is the crux of the matter which must be balanced.
- The dolphins in front of the business generally enhanced the building and the space in front of it.

Staff apologised to the applicant that his company had not been notified earlier that Council staff had concerns about the nature of the signage proposed. Staff advised the applicant that the views of this Committee would be referred for professional consideration, to the planner preparing the resource consent report.

Staff advised the Committee that under the RMA, Council must consider the effect of the matter under consideration and that in their view, in this instance the cumulative effect of the signs is more than a minor effect. The signs exceed the standard which results in an unsettling balance; the signs are too dominant for the size of the building. Further, this is a prominent building on the waterfront which sets a tone that is different from other buildings on the waterfront because of the proposed signage. The signage would appear to be inconsistent with that part of the Akaroa Design Guidelines relating to signage.

The Committee **resolved** to suggest to the applicant that the sign proposal be revisited with a view to achieving the following outcomes:

- (a) The sign on the building should comply with the requirements under the district plan.
- (b) The red band across the adjacent business premises should be removed.
- (c) Consideration be given to reducing the size of the window display.

6.3 Akaroa Wharf – Black Cat Group Limited - Proposed Extension

Mr Paul Bingham Director of the Black Cat Group Limited, addressed the meeting. He spoke to the proposed extension, highlighting the following features which his company has addressed following the previous suggestions made by this Committee.

- The colour scheme had been changed from the architects original design
- The roof line has been altered
- That the designer considers the windows should remain as horizontal
- With regard to the set backs his view is that will make little difference to the visual effect of the overall building

6 Cont'd

The Committee made the following comments:

- Expressed appreciation and congratulations to the Black Cat Group Limited on the efforts taken to address the Committees previous concerns.
- One committee member expressed ongoing concerns about the visual effect of the set back of the building and the fact that the wharf is an important structure in the townscape, whilst another member expressed the view that the set back idea would have negligible impact on the overall visual effect of the building
- The view was expressed that with the business expanding up the wharf, the wharf area would become a little less friendly to visitors, but that what has been achieved with the changes so far, has been worthwhile.
- Treatment of front elevation of the building with the cedar panels provides a pleasing balance to the visual effect of the building.

The Committee could not reach a consensus on this application, but asked that staff write to the applicant outlining the following points:

- (a) There is still some concern about the visual effect to the wharf, due to the lack of set back with the proposed extension.
- (b) That the Black Cat Group be commended for the measures taken to meet the previous considerations raised by the committee, in particular the pleasing effect that the front elevation has achieved with the proposed cedar panels and the change in the colour scheme.

7. COMMITTEE MEMBERS EXCHANGE OF INFORMATION

7.1 Signs

Victoria Andrews raised the matter of the general condition of signs. She circulated photographs showing signs around the area. The photographs showed examples of signs encroaching around corners, glass barriers containing business logos, and a proliferation of signage all over Akaroa. She spoke of the need to ensure that all signs complied with the district plan and other Council requirements. She expressed the view that sign guidelines should be distributed to all businesses in Akaroa and the benefits that could be gained by conducting a general education programme. She tabled photographs of the signs in Arrowtown, as an example of how visually enhancing signage could be achieved.

The Committee **resolved** to recommend to the Akaroa-Wairewa Community Board that it request a report from staff regarding signage in Akaroa, in particular focusing on which signs are non-compliant

The meeting closed at 12.25 pm.

STAFF RECOMMENDATION

That the report be received and the recommendations therein be adopted.

9. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE MEMBERSHIP AND TERMS OF REFERENCE

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 for the Board to:
 - (a) Consider and approve the membership of the Akaroa Design & Appearance Advisory Committee for the 2007/2010 triennial term.
 - (b) Amend the Terms of Reference for the Akaroa Design & Appearance Advisory Committee.

EXECUTIVE SUMMARY

Membership

2. Under the criteria contained in the Terms of Reference for the Design & Appearance Committee, it states:

The representatives on the Committee will be determined by resolution of the Akaroa-Wairewa Community Board as soon as practicable following the triennial local authority elections. Comment will be received from the Akaroa Civic Trust prior to the appointments being made.
3. There has been a vacancy on the Committee since the resignation of Mr Tony Ussher in mid 2007. Mr Peter Beaven, a well known and respected Christchurch architect, has now agreed to fill that vacancy.
4. The Akaroa Civic Trust has notified that its nominee to the Committee will again be Victoria Andrews. The two remaining appointees to the Committee, John Davey and Lynda Wallace have indicated that they are willing to serve on the Committee again this term.
5. At its December 2007 meeting the Community Board appointed Eric Ryder as its representative on the Committee. At its meeting in March 2008 Mr Ryder was again confirmed as the representative during a review of Board appointments following the filling of the extraordinary vacancy on the Board.
6. Since that appointment, and during the current process to seek nominees, correspondence has been received from the Civic Trust expressing its concerns about the Community Board member appointed to the Committee. (A copy of that correspondence has been separately circulated to members.)

Terms of Reference for Committee

7. At its December 2007 meeting the Community Board reviewed and adopted the Terms of Reference for the Design & Appearance Committee. The key change at that point was the inclusion of the Akaroa-Wairewa Community Board Chairman as an ex-officio member of the Committee. It had also been proposed to review the clause in the terms of reference which provides that "*Comment will be received from the Akaroa Civic Trust prior to the appointments being made*", as it was unclear whether this applied to all appointments or only those of the two jointly appointed consultants.

8. It is now proposed that further changes be made to the Terms of Reference:
- to more accurately reflect remuneration issues, i.e. mileage reimbursement to be paid as well as payment of a suitable honorarium to the two consultants
 - to clarify that comment will only be sought from the Akaroa Civic Trust on the appointment of the **non Community Board** members of the Committee. (This is to reflect the practice of the Christchurch City Council, whereby outside organisations are not invited to make comment on political appointments to Council bodies.)

FINANCIAL IMPLICATIONS

9. There are financial implications involved in the recommendation relating to mileage reimbursement and the payment of an honorarium. Staff have identified that the costs involved can be met from within existing budgets.

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

10. Yes – services provided under Democracy and Governance.

LEGAL CONSIDERATIONS

11. Clause 30 of Schedule 7 of the Local Government Act 2002 (LGA) provides that a local authority/community board may appoint, discharge and/or reconstitute the committees, sub-committees and any other subordinate decision-making bodies it considers appropriate. Any committee, subcommittee or other subordinate decision-making body *“is subject in all things to the control of the local authority [or read, community board], and must carry out all general and special directions of the local authority given in relation to the committee or other body or the affairs of the committee or other body”* (clause 30(3)).
12. Clause 30(7) provides that *“a ... committee, ... is, unless the local authority resolves otherwise, deemed to be discharged on the coming into office of the members of the local authority elected or appointed at, or following, the triennial general election of members next after the appointment of the .. subcommittee, ...”*.
13. If the bodies are committees of the Community Board (as they are in this case) then the Board needs to confirm the appointments for this triennial term.

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

14. Yes, as above.

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?

15. Yes - Democracy and Governance: by making decisions that respond to or plan for current and future community needs. Also indirectly, by responding to the needs of the community through the work that the committee carries out.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council’s strategies?

16. A Well-Governed City: Our values and ideas are reflected in the actions of our decision-makers. Our decision-makers manage public funds responsibly, respond to current needs and plan for the future
17. Strong Communities:
Promote participation in democratic processes

CONSULTATION FULFILMENT

18. Not required.

STAFF RECOMMENDATION

It is recommended that the Board:

- (a) *Make appointments to the Akaroa Design & Appearance Advisory Committee based on the following membership:
- An Akaroa-Wairewa Community Board nominee
 - An Akaroa Civic Trust nominee
 - Two Consultants jointly agreed between the Akaroa Civic Trust and the Akaroa-Wairewa Community Board
- (b) Amend the Terms of Reference (as attached) to reflect the changes relating to the payment of remuneration, and that comment will be sought from the Akaroa Civic Trust on the non-political appointments.

* *Note: Currently the people who have been appointed or agreed to accept nomination to these positions are:*

<i>Akaroa-Wairewa Community Board nominee</i>	<i>Lynda Wallace</i>
<i>Akaroa Civic Trust nominee</i>	<i>Victoria Andrews</i>
<i>Consultant</i>	<i>John Davey</i>
<i>Consultant</i>	<i>Peter Beaven</i>

AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE TERMS OF REFERENCE

Name of Committee

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

Status of Committee

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

Composition of Committee

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

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

Term of Committee

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

Functions of Committee

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

Administrative Arrangements

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

Remuneration of Committee Members

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

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


10. BRIEFINGS

10.1 LOCAL ROADING PROJECTS UPDATE

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

11. COMMUNITY BOARD ADVISERS UPDATE

11.1 RURAL FIRE RESTRICTIONS



A memorandum is attached from the Principal Rural Fire Officer, Keith Marshall, in response to the Boards concerns about the confusion in the community over the current status of fire restrictions.

Christchurch City Council

Memorandum

5 June 2008

From: PRINCIPAL RURAL FIRE OFFICER (Keith Marshall)

To: COMMUNITY BOARD ADVISOR (Liz Carter)

RURAL FIRE RESTRICTIONS

I refer to the matter of fire restrictions that was discussed during 'Elected Members Information Exchange' at the Akaroa-Wairewa Community Board meeting held on Thursday, 17 April 2008.

The Board commented on the confusion in the community regarding the current status of fire restrictions and noted that the lifting of the restrictions across different local authority areas was meant to be coordinated through the Canterbury Rural Fire Regional Committee. Staff have been requested to comment on why this had not occurred.

The Board's observation that there is confusion within the rural communities regarding the status of fire restrictions is correct. With Environment Canterbury recently introducing its Air Plan (Proposed Canterbury Natural Resources Regional Plan, Chapter 3: Air Quality) which means that any person whose property is deemed to be in a residential area or zoned residential cannot light a fire at any time of the year unless they:

- o Obtain a resource consent from Environment Canterbury;
- o Comply with the Council's Fires Bylaw 2007.

The Forest & Rural Fires Act allows the Council, as a Fire Authority, where weather conditions present a fire hazard whereby life and property may be endangered to either restrict or prohibit fires in rural areas. A restricted fire season is introduced when fuel conditions and general fire weather readings indicate there is a risk of fires starting and then spreading. Prevailing weather and future weather predictions are also taken into account. Such restrictions apply to rural areas only i.e. not to properties in residential areas.

A person may have an open fire in the rural Fire Authority's areas during a restricted season having obtained approval from the Christchurch City Council Rural Fire Authority for a permit to burn. During a prohibited season it is illegal to have a fire at any time.

19.06.08

The Board has requested to know why the lifting of the fire restrictions across the Canterbury Local Authorities' districts was not coordinated through the Canterbury Regional Rural Fire Committee. There was discussion between City's neighbouring Local Authorities when consideration was being given to lifting of fire restrictions. However, it is generally not practicable for fire restrictions to be lifted at the same time by each of the Canterbury Local Authorities. Each Local Authorities assesses the fire risk within their district by monitoring the fire indices relating to:

- Fuel condition - fine fuels, build up index and drought code; and
- State of fuel on the ground including grass, gorse and forest.

At the time of the lifting of the restricted fire season for the City Council's rural district the fire indices had only just fallen to a level where the fire risk, as assessed by monitoring the fire indices, was acceptable.

I would be happy to address the Akaroa-Wairewa Community Board to provide clarification in this matter if required.

Keith Marshall
PRINCIPAL RURAL FIRE OFFICER
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cc: CDEM & RURAL FIRE UNIT MANAGER (Murray Sinclair)

