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**AKAROA/WAIREWA COMMUNITY BOARD
7 JULY 2010**

**Minutes of a meeting of the Akaroa/Wairewa Community Board
held on Wednesday 7 July 2010 at 9.30am in the Board Room,
4238 Christchurch-Akaroa Road, Little River.**

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

APOLOGIES: An apology for lateness was received and accepted from Eric Ryder who joined the meeting at 9.40am.

PART A – MATTERS REQUIRING A COUNCIL DECISION

1.  PROPOSED TREE POLICY FOR TREES ON PUBLICLY OWNED LAND OR SPACES

The Board considered a report seeking its comments on the proposed Tree Policy and proposed amendments to the Council's existing delegations on trees. The report, incorporating recommendations and comments from all Community Boards will be presented to the Council at a later date.

STAFF RECOMMENDATION

That the Board:

- (a) Review and provide comment on the attached Proposed Tree Policy and the proposed changes to delegations.
- (b) Recommend to the Council that the Proposed Tree Policy be adopted subject to formal consideration of the comments offered by all of the Community Boards.
- (c) Recommend to the Council that the following policies be rescinded:
 - (i) Tree Planting in Streets Policy.
 - (ii) Banks Peninsula District Council Tree and Vegetation Policy Resolutions 98/178 and 97/404.
 - (iii) Banks Peninsula District Council Tree Trimmings (Private Plantings) Policy Resolution 94/636.
 - (iv) Banks Peninsula District Council Tree Planting on Reserves Policy Resolution 99/236.
 - (v) Banks Peninsula District Council Wildling Trees – Removal from Road Reserve Resolution 98/178.
- (d) Recommend to the Council that the following delegations be rescinded:

Greenspace Manager:

“In consultation with any other units affected and the relevant Community Board, authorise the planting or removal of trees from any reserve or other property under the Manager's control. (CR 23.10.96)”

Community Boards:

“To plant, maintain and remove trees on reserves, parks and roads under the control of the Council within the policy set by the Council. (CR 13.12.07)”

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- (e) Recommend to the Council that the following changes to delegations be made -

That the following delegations for the policy be made:

- (i) The Transport and Greenspace Manager on the recommendation of the City Arborist and relevant infrastructure Manager where appropriate has delegated authority for the planting of trees under Section 3.3 and the removal of trees under Section 3.4 and the pruning of trees under Section 3.7 of this policy.
- (ii) The relevant Community Board has delegated authority in consultation with the Transport and Greenspace Manager and relevant infrastructure Manager to decide on any tree matter that either falls outside of the Transport and Greenspace Manager's delegation or, after consultation with affected parties, has remained contentious and is unable to be resolved by the Transport and Greenspace Manager.
- (iii) In emergency situations, the Transport and Greenspace Manager or the City Arborist have full delegated powers to negate immediate danger.
- (iv) Where the relevant Community Board and the Transport and Greenspace Manager do not agree on the recommended course of action, the matter will be referred to the Council for a decision.

BOARD RECOMMENDATION

- (a) That the staff recommendation be adopted subject to the following amendment:

- (e)(iv) Where the relevant Community Board and the Transport and Greenspace Manager ~~do~~ **can** not reach agreement on the recommended course of action, the matter will be referred to the Council for a decision.

- (b) That the following comments from the Board on the Proposed Tree Policy be considered:

Amendment to item 3.3.1:

- (i) Paragraph 4 - wording to be amended so as to be less prescriptive (Current wording would preclude commemorative trees being planted by heads of state, royalty etc, in other parts of the City – e.g. Akaroa.)
- (ii) Paragraph 7 – clarification as to whether prior approval would be needed for each plaque, provided the plaque had to comply with technical requirements anyway.

Amendment to item 3.3.2

- (i) Paragraphs (a) and (e) have the same meaning – delete (e).
- (ii) Add a paragraph to acknowledge the grass berms on Banks Peninsula and the need to value their uniqueness and open space.

Amendment to item 3.4:

- (i) Paragraph (k) - to read "...roadside pest **trees**..." instead of "roadside pests"
- (ii) Paragraph (l) - the words "by anyone other than the Council, and" to be removed.
- (iii) Paragraph (m) - to read "any wilding tree **that constitutes a nuisance and**"
- (iv) Paragraph (m) – needs to be reconsidered so that it does not include native trees.

2. AKAROA/WAIREWA STRENGTHENING COMMUNITIES FUNDING 2010/11



The Akaroa/Wairewa Strengthening Communities Fund for 2010/11 had a total pool available of \$29,865. The Board allocated \$17,100 of that pool under Clause 16 of these minutes. Staff advised that applications to the Small Grants Fund for Akaroa/Wairewa exceeded the available pool in that fund, and that if the Board wished to do so, it could apply to the Council to have the unallocated Strengthening Communities funds transferred to the Small Grants Fund.

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The subsequent recommendation from the Board was submitted to the Council meeting on 12 August 2010 as a report from the Chairman.

(Refer also Clause 16 of these minutes)

PART B – REPORTS FOR INFORMATION

3. DEPUTATIONS BY APPOINTMENT

Nil.

4. PRESENTATION OF PETITIONS

Nil.

5. NOTICES OF MOTION

Nil.

6. CORRESPONDENCE

Nil.

7. RESERVE MANAGEMENT COMMITTEE MINUTES

7.1 AWA-ITI RESERVE MANAGEMENT COMMITTEE – 1 APRIL 2010

The Board **received** the minutes of the Awa-iti Reserve Management Committee meeting held on Thursday 1 April 2010.

The Board **decided** to ask staff to explain why the contents in the Coronation Library were not covered by the Council's insurance, as was reported in the Management Committee minutes, as the contents referred to were items left in the building from when it was the Wairewa County Council meeting room.

7.2 LITTLE AKALOA RESERVE MANAGEMENT COMMITTEE – 20 MAY 2010

The Board **received** the minutes of the ~~Robinson Bay~~ Little Akaloa (*) Reserve Management Committee meeting held on Thursday 20 May 2010.
(**Note:** Amended as per meeting 11 August 2010).

7.3 DUVAUCHELLE RESERVE MANAGEMENT COMMITTEE – 10 MAY 2010

The Board **received** the minutes of the Duvauchelle Reserve Management Committee meeting held on Monday 10 May 2010.

8. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE – 3 JUNE 2010

The Board **received** the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on Thursday 3 June 2010.

9. REVIEW OF CHARACTER HOUSING MAINTENANCE GRANT FUND

The Board considered a report seeking its comments on the review of the existing Character Housing Maintenance Grants Policy.

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The Board made the following comments, which, along with comments from the other Community Boards, will be considered by the Regulation & Planning Committee, before being forwarded as a report to the Council:

- Amount of funding allocated to Akaroa/Wairewa area is insufficient to achieve anything.
- There should be a minimum allocation of funding per Ward.
- There appears to be a low level of public awareness about these grants.
- Public have commented that the time and effort spent in applying for one of these grants is not worth the end reward.
- The cost of administering the fund seems disproportionate to the overall amount of the fund.
- Applicants should not have to produce two competitive quotes – one should be sufficient.
- Having a “wait” period is a disadvantage.
- Council should consider giving retrospective grants – as an award scheme.
- The streetscape should be the most important consideration, so that historic fences for example could be funded.
- Policy needs to have clarification as to whether a holiday home is considered residential.
- Board favours a central pool of funding with an allocation committee comprised of Community Board members.
- Applications should not be “double-handled”. There is no need for them to go to Community Boards prior to going to the allocation committee, as this increases the cost of administration.
- Support for Option B as presented by staff, but with more flexibility.

The Board **decided** to support a revised Option B to continue the Character Housing Maintenance Grants, with minor changes to the existing policy and process to:

- Allow applications to be submitted twice a year dependent upon available funds.
- Require the Grants Panel to sit twice a year.
- Increase potential grant funding for each application to 10 per cent to 20 per cent (maximum \$5,000) at the discretion of the Grants Panel.
- Allow 11 months from offer of grant for completion of works.
- Allow applicants to apply for additional grants for further works once first grant completed dependent upon available funds and limited to a maximum of \$5,000 per property.
- Remove the payback clause if the property is sold as the property still retains a relationship with the street scene or public open space.
- Retain the non-demolition and non-relocation clause in the policy with an added payback requirement .
- A three year review of the Fund to evaluate success and report to Council.

In addition:

- Consider applications under a streamlined, centralised distribution process.
- The Grants Panel to be a small committee of up to three members elected by Community Boards, with delegated power to approve current and retrospective applications.
- Strong emphasis on streetscape to be included in the criteria for a grant.

10. BRIEFINGS

10.1 RICHARD BALL - UNIT MANAGER, STRATEGY AND PLANNING

The Unit Manager along with Brigitte de Ronde (Programme Manager District Planning) briefed the Board on the structure and activities of the Strategy and Planning Unit.

The Board requested that a joint seminar of the two Banks Peninsula Community Boards be arranged with the Programme Manager Strong Communities to discuss the provision of rural health services and economic development policies.

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10.2 ANDREA WILD – COMMUNITY ENGAGEMENT ADVISER

The Community Engagement Adviser, along with Lee Cowan (Communications Adviser) briefed the Board on the process undertaken during the Climate Smart consultation.

The Board made the following suggestions as ways of improving public consultation in its community for future projects:

- Advertise in the Akaroa Mail as it is the most read local newspaper.
- Make use of existing community groups and email networks.
- Provide a local focus.
- Consult with a Board member(s) as to appropriate methods for specific consultations.

11. COMMUNITY BOARD ADVISER'S UPDATE

The Board **received** information from the Community Board Adviser on forthcoming Board related activities and projects.

- Environment Canterbury – Review of Navigation Bylaws.

The Board **decided** to draft a submission to this review to comment on the proposal to introduce a speed limit on Lake Forsyth.

12. ELECTED MEMBERS INFORMATION EXCHANGE

Specific mention was made of the following matters:

12.1 RESERVE ROAD

The Board **decided** to request staff to investigate and bring information back to the Board on the requirements to bring the section of Reserve Road (from the reserve on Okuti Valley Road up to French Peak Road) up to a multi-use standard for seasonal, recreational and utility access to be used as a special purpose road for activities including farming, walking, riding and cycling.

13. QUESTIONS UNDER STANDING ORDERS

Nil.

PART C – DELEGATED DECISIONS

14. CONFIRMATION OF MINUTES – 11 JUNE 2010

The Board **resolved** that the minutes of the ordinary meeting held on Wednesday 11 June 2010 be confirmed.

15. PIGEON BAY BOAT PARK LAND EXCHANGE

The Board considered a report seeking its approval to undertake consultation through public advertising under the Reserves Act for a proposed exchange of lands involving part of Pigeon Bay Boat Park (classified as recreation reserve) and an equivalent area of adjoining privately owned land.

The Board **resolved** to support commencement of the consultation process as required under Section 15 of the Reserves Act for the land exchange as shown on drawing RPS 259.

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The Board **decided** to ask staff to clarify what areas of plantings Sage Properties would be responsible for maintaining, as had been referred to in the report. The Board did not think it was reasonable to expect a private landowner to maintain plantings, that provided a wider public benefit, indefinitely. Members suggested that a time limit could be applied to that condition, if it was shown to be plantings on public land that benefited the whole community.

16. AKAROA/WAIREWA STRENGTHENING COMMUNITIES FUNDING 2010/11

The Board considered a report for the Board to allocate the Akaroa/Wairewa Strengthening Communities Fund for 2010/11.

No.	Organisation	Project	Board Decision
1.	Akaroa Resource Collective Trust	Contribution towards wages, workshop costs, venue hire and administration to provide counselling service, mentoring support and educational workshops.	The Board resolved to make a grant of \$8,000 to the Akaroa Resource Collective Trust towards the costs of their Community Counselling/Youth Mentoring and Mental Health project.
2.	Akaroa/Wairewa Community Board	Publication of information about the activities of the Community Board to the community.	The Board resolved to make a grant of \$2,000 towards the Board's newsletters or alternative means of disseminating information to local residents.
3.	Akaroa/Wairewa Community Board	Establishing a Youth Development Fund to provide financial assistance for local 12 – 20 year olds.	The Board resolved to make a grant of \$1,500 towards the establishment of an Akaroa Wairewa Youth Development Fund.
4.	Akaroa/Wairewa Community Board	To provide the provision of traffic management plans, refreshments and wreaths for both the Akaroa and Little River Anzac Day Services.	The Board resolved to make a grant of \$3,600 towards the Board's citizens ceremonies on Anzac Day at Little River and Akaroa.
5.	Akaroa/Wairewa Community Board	To promote Neighbourhood Week and the cost of events in the form of grants.	The Board resolved to make a grant of \$2,000 towards the Board's Neighbourhood Week events.
6.	Akaroa and Bays Probus Club	Travel costs for trip on Alpine Scenic train to Greymouth.	The Board resolved to decline the application from the Akaroa and Bays Probus club towards its Alpine Scenic trip.

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17. PROPOSED ROAD AND RIGHT OF WAY NAMING

The Board considered a report seeking its approval of a new road name for a road which will come off Woodills Road, Akaroa to serve a new eight lot subdivision.

STAFF RECOMMENDATION

It is recommended that the Board consider and approve the proposed road name as submitted (Feltham Road).

BOARD CONSIDERATION

The Board felt that it would be more appropriate for the new road to be named "Felthams" Road, to reflect that both Mr and Mrs Feltham played an important role as early settlers in Akaroa. Board members also felt that the plural of the name fitted better with other roads in the area – e.g. Woodills, Morgans

BOARD DECISION

The Board **resolved**:

- (a) To approve Felthams Road as the name for the new road off Woodills Road.
- (b) To request staff to note its concerns at only one choice being provided for the road naming and also request that at least three be provided for future decisions.

The meeting concluded at 1.38pm.

CONFIRMED THIS 11TH DAY OF AUGUST 2010

**STEWART MILLER
CHAIRMAN**