

14. 4. 2011

**AKAROA/WAIREWA COMMUNITY BOARD
8 DECEMBER 2010**

**Report of a meeting of the Akaroa/Wairewa Community Board
held on Wednesday 8 December 2010 at 9.30am in the Board Room,
Little River Service Centre, 4238 Christchurch Akaroa Road, Little River.**

PRESENT: Pam Richardson (Chairman), Bryan Morgan (Deputy Chairman),
Leigh Hickey, Stewart Miller and Claudia Reid.

APOLOGIES: Nil.

The Board reports that:

PART B – REPORTS FOR INFORMATION

1. WAIHORA ELLESMERE TRUST MEMORANDUM OF UNDERSTANDING

This item was considered at the Council meeting of 10 February 2011 by way of a Chairperson's report.

2. ELECTED MEMBERS' REMUNERATION 2010/11

This item was considered at the Council meeting of 10 February 2011.

3. ELECTED MEMBERS' EXPENSES AND ALLOWANCES 2010/11

This item was considered at the Council meeting of 10 February 2011.

4. AKAROA PLACES AND SPACES PLAN

This item was considered at the Council meeting of 10 February 2011 by way of a Chairperson's report.

5. DEPUTATIONS BY APPOINTMENT

5.1 AKAROA HERITAGE PARK TRUST

Virginia Wigram, Chairman of the Trust and Ken Paulin, addressed the Board on maintenance issues and the lease of the park, outlining its history and proposed future planting projects. The Board was advised that the lease would expire in April 2012 and that the Trust wished to enter into a joint venture with the Council as follows:

- The Trust continues to administer the Heritage Park in the meantime.
- The Trust undertakes memorial and landscape plantings and maintains these until they are established.
- The Council assists the Trust by mowing the lawn, the central Park area and established areas of the Park including the verges around the car park.
- The Council takes responsibility (ownership and operation) for the toilet block and the two shelters (Currently cleaned under Council maintenance contract).
- The Council accepts responsibility for the maintenance of the two main walking tracks through the Park, from the top of the Woodills Track to the Long Bay Road.
- The Trust will maintain and develop the minor tracks where it can.

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The Board agreed that the Park was an important part of Akaroa and acknowledged the work of the Trust in developing this asset for the community. The Board supported the idea of a joint venture with the Council and the Akaroa Heritage Park Trust.

(Refer Clause 8 – Correspondence.)

5.2 PADDY STRONACH

- Robinsons Bay Land

Paddy Stronach addressed the Board regarding the purchase of a piece of land in Robinsons Bay for recreational purposes. Mrs Stronach said that the land in question, which was currently for sale, was flat and she noted that there was a scarcity of flat reserves around the Peninsula. She suggested that the Council should consider buying the land to protect it from subdivision, and to conserve it for future generations.

Mrs Stronach suggested the land could be developed for any number of community uses, but would be particularly valuable in providing recreational access for disabled people, something that should be considered with today's ageing population. The land is approximately 100 acres (40 hectares).

The Board considered this suggestion had some merit, although had concerns that the whole area was too large for the proposed purposes.

Mrs Stronach suggested that the flat land adjacent to State Highway 75 should also be considered for purchase should it ever become available.

(Refer Clause 8 - Correspondence.)

- Earthquake – Chimney Bricks

Mrs Stronach suggested to the Board that people who had lost chimneys in the recent earthquake may like to donate a few bricks to build a memorial to the earthquake.

The Board suggested that Mrs Stronach write to the Akaroa Mail to gauge public interest in this idea and that members also raise awareness of this idea within the community.

- Earthquake – Akaroa Harbour Seabed

Mrs Stronach reported that since the earthquake local fishermen had observed a big trench in the sea floor of the Akaroa Harbour. She asked the Board to seek information regarding the trench and what ramifications this will have for the harbour.

The Board **decided** to raise this matter with Derek Cox, the local Department of Conservation Field Officer and to request comment through the Council earthquake questions system.

6. PRESENTATION OF PETITIONS

Nil.

7. NOTICES OF MOTION

Nil.

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8. CORRESPONDENCE

8.1 AKAROA HERITAGE PARK TRUST

The Akaroa Heritage Park Trust had written to the Board in support of its deputation to this meeting.

The Board **received** the correspondence and asked that staff open discussions with the Trust regarding the renewal of the lease in April 2012, looking towards more shared responsibility for maintenance.

The Board also asked that staff look at the grading of the maintenance for the park as part of its discussions with the Trust.

Board members noted their appreciation to the Trust members in acknowledging the development of this community asset.

8.2 GEORGIANA OBORNE

Mrs Osborne had written to the Board in support of the deputation by Mrs Paddy Stronach for Council to purchase land at Robinsons Bay for recreational purposes.

The Board **received** the correspondence and asked that it, along with Mrs Stronach's suggestions regarding the Robinsons Bay and Takamatua land, be referred to staff for comment. It was suggested that staff look at both pieces of land in a strategic context and in conjunction with the Akaroa Harbour Basin Settlements Study.

9. AKAROA HARBOUR ISSUES WORKING PARTY MINUTES – 28 SEPTEMBER 2010

The Board **received** the minutes of the Akaroa Harbour Issues Working Party meeting held on Tuesday 28 September 2010.

The Board noted the introduction of new rules around fire permits and suggested that the changes should be advertised as part of the Council's fire restrictions advertising. It was agreed to discuss this issue with the Principal Rural Fire Officer.

The Board asked that the concerns regarding rising sea levels affecting roads be brought to the attention of the relevant Council staff.

10. RESERVE MANAGEMENT COMMITTEE MINUTES

The Board **received** the minutes of the following Reserve Management Committees:

- Awai-iti Reserve Management Committee – 5 August 2010
- Awa-iti Reserve Management Committee – 7 October 2010
- Duvauchelle Reserve Management Committee – 9 August 2010
- Duvauchelle Reserve Management Committee – 13 September 2010
- Duvauchelle Reserve Management Committee – 11 October 2010
- Okains Bay Reserve Management Committee – 10 August 2010
- Okains Bay Reserve Management Committee – 12 October 2010
- Pigeon Bay Reserve Management Committee – 21 November 2010
- Robinsons Bay Reserve Management Committee – 16 September 2010

The Board noted the following points arising from the minutes:

- Little Akaloa – the Board requested that a letter of thanks be sent to the two businesses that have donated two 25,000 litre water storage tanks to the Little Akaloa community for fire fighting water storage.

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- Awa-iti – the Board heard that the Reserve Management Committee was concerned that the income producing block of leased land did not generate a lot of income for the Committee.

The Board **decided** to request that a workshop be convened by staff to discuss Reserve Management Committee finance issues, including GST payments, leases and other income, prior to the new lease being completed.

11. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE – 2 SEPTEMBER 2010

The Board **received** the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on Thursday 2 September 2010.

12. AKAROA MUSEUM ADVISORY COMMITTEE – 27 SEPTEMBER 2010

The Board **received** the minutes of the Akaroa Museum Advisory Committee meeting held on Monday 27 September 2010.

The Board **decided** to request staff to provide an update on the condition of Council owned heritage facilities in Akaroa/Wairewa following the earthquake.

13. BRIEFINGS

Nil.

14. COMMUNITY BOARD ADVISER'S UPDATE

The Board **received** information from the Community Board Adviser on various matters:

- **Correspondence – Sharon Rodgers and Teena Pender**

The Board was advised that a letter had been received regarding permanent mobile shop sites in the Akaroa township and that the correspondence had been passed to the appropriate staff.

- **Banks Peninsula Sign Project**

The Board was informed that a report on this matter would be forthcoming in the new year. The Board asked that staff circulate information to members to update them on this project, as it had been some considerable time since this matter was discussed.

15. ELECTED MEMBERS INFORMATION EXCHANGE

Specific mention was made of the following matters:

- **Little River Railway Trust – Lease of Railway Station and Land**

The Board was informed that the Trust wished to have more land included in its lease with the Council, which expires in 2013 and was asking that the Board support it in this endeavour. The Board was also informed that the Trust had made a successful application for \$6,000 to the Lottery Grants Board for funding of a conservation report on the Little River railway goods shed, however a condition of the grant is that the Trust be custodians of the land beyond 2013.

The Board **decided** to ask staff to consider this lease for early renewal to enable the Trust to uplift the funding.

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- **Akaroa Beach – Stone Steps**

The Board was informed that an offer had been made by a member of the public to donate \$1,000 towards the restoration of the stone steps on the Akaroa beach.

The Board **decided** to ask staff to provide information on the feasibility of replacing the steps, bearing in mind their heritage context.

- **Health Funding**

The Board was informed that the Canterbury District Health Board had recently purchased from the Council, the building housing the Akaroa Health Centre, as per an agreement made when the facility was originally built. The purchase price was reported as being \$98,000.

The Board **decided** to ask staff whether it was possible the money paid to the Council could be allocated to design and planning for the provision of a separate medical practice facility on the current Akaroa Hospital site.

16. QUESTIONS UNDER STANDING ORDERS

Nil.

PART C – DELEGATED DECISIONS**17. RESOLUTION TO BE PASSED SUPPLEMENTARY REPORTS**

The Board **resolved** to receive and consider the Akaroa Places and Spaces Plan report.

18. CONFIRMATION OF MINUTES**Ordinary Meeting – 2 November 2010**

The Board **resolved** that the minutes of the Inaugural Meeting held on Tuesday 2 November 2010 be confirmed.

19. RESERVE MANAGEMENT COMMITTEE TRIENNIAL MINUTES

The Board **received** the minutes of the Reserve Management Committees' triennial meetings.

The Board **resolved** to approve the following people as members of the relevant Reserve Management Committees.

(a) **Ataahua Reserve Management Committee:**

- | | |
|----------------|--------------------|
| - David Kearns | - Karen de Pass |
| - Kim Neal | - Murray Edge |
| - Bob Buckley | - Christopher Gray |
| - Tom Stanley | - Denis de Pass |
| - Brian Wilson | - Marie Neal |

(b) **Awa-iti Reserve Management Committee:**

- | | |
|-------------------|--------------------|
| - Jonathan Palmer | - Liz Thearle |
| - George Piper | - John Boyle |
| - Graeme young | - Simon Fowler |
| - Roriana Tini | - Brian Hutchinson |
| - Sheryl Stanbury | |

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(c) Duvauchelle Reserve Management Committee:

- | | |
|-------------------|----------------|
| - John Evans | - Marye Miller |
| - Jacque McAndrew | - Geoff Carter |
| - Chris Muirhead | - Dawn Turner |
| - Jean Turner | |

(d) Le Bons Bay Reserve Management Committee:

- | | |
|-----------------|-------------------|
| - Jo Rolley | - Andrew Dalglish |
| - Tony Rodgers | - Siene de Vries |
| - Laurie Inwood | - Ross Ten Hove |
| - John Butler | - Jenny Inwood |
| - Bruce Nicholl | |

(e) Little Akaloa Reserve Management Committee:

- | | |
|------------------|-----------------|
| - Steve Harris | - Russell Brown |
| - Owen Dew | - Rowan Waghorn |
| - Grant Waghorn | - Ivan Crow |
| - Virginia Mayor | - Sue Crow |
| - Dave Nicholas | - Keiran Kerr |

(f) Okains Bay Reserve Management Committee:

- | | |
|-------------------|--------------------|
| - Richard Boleyn | - Sharon Henderson |
| - Klaus Rexer | - Derek Cox |
| - Richie O'Malley | - Judy Thacker |
| - Peter Thelning | - John Thacker |
| - Chris Burrows | - Bob Boughton |
| - Peter Ramsden | - Gillian Thacker |

(g) Pigeon Bay Reserve Management Committee:

- | | |
|------------------|------------------|
| - Brenda Graham | - Sylvia McAslan |
| - Pam Richardson | - Megan Wiseman |
| - Max Annand | - Pam Annand |
| - Heather Walls | - Murray Walls |

(h) Stanley Park Reserve Management Committee:

- | | |
|---------------------|-------------------|
| - Rod Naish | - Kit Grigg |
| - Robyn Grigg | - Laurie Richards |
| - Elizabeth Haylock | - Peter Haylock |
| - Enid Gillanders | |

The Board **decided** to ask staff to liaise with the Reserve Management Committees outlining tips and advice on refuse management.

20. SPARC RURAL TRAVEL FUND FOR BANKS PENINSULA

The Board considered a report to allocate within the Banks Peninsula area the funds from the 2010/11 SPARC Rural Travel Fund.

Bryan Morgan declared an interest in the application from the Tai Tapu Netball Club and did not take part in the discussion or voting on that application.

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The Board **resolved** to recommend the following allocations for disbursement of the SPARC Rural Travel Fund for 2010/11, subject to approval of the Lyttelton/Mt. Herbert Community Board.

Recipient	Amount Allocated	Project
Banks Peninsula Rugby Football Club	\$5,000	To assist with carpooling/transport to attend North and Mid Canterbury games.
Diamond Harbour Rugby Football Club	\$3,500	To assist players travelling to practices in Little River, to compete in Ellesmere district and travel costs for those selected to participate in representative teams.
Tai Tapu Netball Club	\$868	To assist in travel expenses to participate in Lincoln competition. Bryan Morgan declared a conflict of interest and took no part in the voting on this application but answered questions to give the Board further information when requested.
Akaroa Area School	\$800	To assist in transporting basketball and netball teams to mid week competitions in Christchurch.

The Board **resolved** that the balance of \$117.60 be held over for the 2011/12 funding round.

21. APPLICATION TO AKAROA/WAIREWA DISCRETIONARY RESPONSE FUND – LITTLE RIVER SUPPORT GROUP

The Board considered a report for funding from the Little River Support Group of \$2,420 to the 2010/11 Akaroa/Wairewa Community Board Discretionary Response Fund.

The Board **resolved** to approve a grant of \$2,420 from its 2010/11 Discretionary Response Fund to the Little River Support Group towards pool attendant costs for the Community/School pool.

22. PROPOSED RIGHT OF WAY NAME

The Board considered a report, under delegated authority from the Council, seeking its approval for a new right of way name in the Poranui Beach Road, Birdlings Flat subdivision.

The Board **resolved** that the private right of way on Poranui Beach Road be Price's View.

23. AKAROA/WAIREWA COMMUNITY BOARD – GOVERNANCE ARRANGEMENTS FOR 2010/13 TERM

The Board considered a report seeking the adoption of a governance structure for the Akaroa/Wairewa Community Board for the 2010/13 term.

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The Board **resolved** to have a governance structure for the 2010/13 term based on the following:

- One Board meeting per month to be held in the third week of the month, commencing at 9.30am, and to be followed by a seminar if required. Meetings to alternate between the Little River Service Centre and The Gaiety in Akaroa, as per the following schedule:

Wednesday	16 February 2011	Akaroa
Wednesday	16 March 2011	Little River
Wednesday	20 April 2011	Akaroa
Wednesday	18 May 2011	Little River
Wednesday	15 June 2011	Akaroa
Wednesday	20 July 2011	Little River
Wednesday	17 August 2011	Akaroa
Wednesday	14 September 2011	Little River
Wednesday	19 October 2011	Akaroa
Wednesday	16 November 2011	Little River
Wednesday	14 December 2011	Akaroa

The Board **resolved** to:

- (a) Appoint the Akaroa Design & Appearance Advisory Committee and the Akaroa Museum Advisory Committee as committees of the Community Board, the public members of such Committees to be appointed following the receipt of nominations and in accordance with the terms of reference for these Committees.
- (b) Adopt the Terms of Reference for each of the Committees, as attached to the staff report, subject to:
 - (i) An amendment to the composition of the Akaroa Design & Appearance Advisory Committee to allow for an alternate to the Akaroa/Wairewa Community Board member, who would attend Committee meetings if the principal appointee was unavailable.
 - (ii) The Terms of Reference for the Akaroa Museum Advisory Committee being reviewed during 2011.
- (c) Appoint one Community Board member to each of the Committees, subject to those appointments being reviewed when the extraordinary vacancy on the Board is filled:
 - Akaroa Design & Appearance Advisory Committee - Stewart Miller (alternate Bryan Morgan)
 - Akaroa Museum Advisory Committee - Leigh Hickey
- (d) Appoint the Akaroa/Wairewa Sale of Liquor Committee as a committee of the Community Board in accordance with the following conditions and subject to the appointments being reviewed when the extraordinary vacancy on the Board is filled:
 - Appoint Board members Bryan Morgan and Leigh Hickey to the Akaroa/Wairewa Sale of Liquor Committee.
 - Delegate to the Sale of Liquor Committee the authority to carry out the Board's delegations from Council in regard to Sale of Liquor issues.
 - Appoint the Board Chairman as an ex-officio member of the Sale of Liquor Committee.
 - Grant the Sale of Liquor Committee the power to co-opt additional Board members as required.

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- Garden of Tane Reserve Management Committee

The Board **resolved** that a Reserve Management Committee be established for the Garden of Tane in line with the Council's Reserve Management Committee Terms of Reference and Delegations.

- Health Working Party

The Board **resolved** that a Working Party comprising Board members Leigh Hickey, Bryan Morgan and Pam Richardson be formed to assess how best to address local health issues, and that any recommendations be presented back to the Board for discussion.

24. APPLICATION TO AKAROA/WAIREWA COMMUNITY BOARD 2010/11 DISCRETIONARY RESPONSE FUND – PURCHASE OF CHRISTMAS PACKS

The Board considered a report for an application for funding from its 2010/11 Discretionary Response Fund for the Board to purchase Christmas packs.

The Board **resolved** to approve the application from itself for Christmas packs for \$330.00

25. BOARD REPRESENTATION ON OUTSIDE ORGANISATIONS AND COMMITTEES

The Board considered a report on the appointment of Board representatives to local outside organisations and committees.

The Board **resolved** to make the following appointments of representatives and liaison persons to outside organisations and committees subject to the appointments being reviewed when the extraordinary vacancy on the Board is filled:

Appointments made under delegated authority from the Council:

- Akaroa Library Committee Incorporated - Leigh Hickey
- Halswell River District Rating Committee - Stewart Miller
- Okains Bay Maori and Colonial Museum - Pam Richardson
- Pohatu Marine Reserve Advisory Committee - Pam Richardson
- Orton-Bradley Park Board

The Board **decided** to liaise with the Orton-Bradley Park Board to ask for its recommendation on a representative.

Appointments made jointly with Lyttelton/Mt. Herbert Community Board under delegated Authority from the Council:

Rural Canterbury Primary Health Organisation - Pam Richardson
Subject to approval by the Lyttelton/Mt. Herbert Community Board.

- Banks Peninsula Pest Liaison Committee - Bryan Morgan
Subject to approval by the Lyttelton/Mt. Herbert Community Board if no Board member from that Board is interested.

Board appointments:

- Akaroa District Promotions - Leigh Hickey (liaison position)
- Akaroa Harbour Issues Working Party - Pam Richardson
- Akaroa Resource Collective Trust - Leigh Hickey (liaison position)
- Banks Peninsula Conservation Trust - Leigh Hickey (liaison position)
- Banks Peninsula War Memorial Society - Pam Richardson and Claudia Reid
- Little River Community Centre Committee - Bryan Morgan (liaison position)

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- Little River Rail Trail Trust - Bryan Morgan (liaison position)
- Little River-Wairewa Promotions Group - Bryan Morgan (liaison position)
- Takamatua Residents Association - Pam Richardson (liaison position)
- Wainui Residents Association - Pam Richardson (liaison position)
- Lake Forsyth Memorandum of Understanding - Bryan Morgan (Review Committee)
- Keep Christchurch Beautiful - no appointment made

The Board **decided** that it was not necessary for the Akaroa/Wairewa Community Board to have a representative on the Keep Christchurch Beautiful Committee.

26. NEW ZEALAND COMMUNITY BOARDS' EXECUTIVE COMMITTEE ELECTIONS – CALL FOR NOMINATIONS

The Board considered a report advising that nominations are being called for the positions of Zone 5 Representative and Deputy, for the New Zealand Community Boards' Executive Committee.

The Board **resolved** that it endorse the actions of the Chairman and Deputy Chairman in seconding, on behalf of the Board, the nomination of David East to the New Zealand Community Boards Executive Committee.

27. NEXT ORDINARY MEETING OF BOARD

Refer to Clause 23 of these minutes.

28. AKAROA/WAIREWA COMMUNITY BOARD – RECESS COMMITTEE

The Board considered a report seeking its 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 2010 until the Board resumes its ordinary meetings on 16 February 2011.

The Board **resolved**:

- (a) That a Board Recess Committee comprising the Board Chairperson and Deputy Chairperson (or their nominees from amongst the remaining Board members) be authorised to exercise the delegated powers of the Board for the period following its 8 December 2010 meeting until the Board resumes its scheduled business on 16 February 2011.
- (b) That the application of any such delegation be reported back to the Board for record purposes.

29. NEW ZEALAND LOCAL BOARDS AND COMMUNITY BOARDS CONFERENCE 2011 – BOARD MEMBERS ATTENDANCE

The Board considered a report to seek approval for a number of Akaroa/Wairewa Community Board members to attend the 2011 New Zealand Local Boards and Community Boards Conference in Rotorua on 5 to 7 May 2011.

The Board **resolved** to approve up to four Board members to attend the 2011 New Zealand Local Boards and Community Boards Conference in Rotorua from 5 to 7 May 2011.

The Board **decided** to ask staff to investigate whether Board funding for conferences could be allocated in a different manner, so that a larger proportion of the total budget for two years, is allocated in the year that the biennial Community Boards Conference is held.

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30. PIGEON BAY BOAT PARK – LAND EXCHANGE

The Board considered a report to seeking its approval to undertake the next process step to complete the exchange of lands involving part of Pigeon Bay Boat Park (Lot 7 DP301575 – classified as recreation reserve) and an equivalent area of adjoining privately owned land (Lot 2 DP 301575).

The Board **resolved** that:

- (a) The consent of the Department of Conservation is sought for the land exchange.
- (b) Council staff be delegated authority to agree to the landscaping proposed.
- (c) The Corporate Support Unit Manager be delegated authority to conclude an exchange of the properties and manage the process in every respect.
- (d) Sage Properties be responsible for maintaining the plantings until established to staff satisfaction, and that provision be made in the 2012/22 LTCCP for the maintenance thereafter.

The Board added clause (d) to the above resolution, as members felt that it was unreasonable to expect a private landowner to maintain public plantings indefinitely, particularly in this case where the additional plants were being established as a result of a joint suggestion from the landowner and the community.

31. COMMUNITY BOARD ADVISER’S UPDATE - continued

- **Stanley Park Management Plan – Hearings Panel**

The Board **resolved** to recommend Board member Bryan Morgan as its representative for the hearings panel for the Stanley Park Management Plan.

The meeting concluded at 3.30pm.

CONFIRMED THIS 16TH DAY OF FEBRUARY 2011

**PAM RICHARDSON
CHAIRMAN**