

AKAROA/WAIREWA COMMUNITY BOARD AGENDA

WEDNESDAY 17 APRIL 2013

AT 9.30 AM

**IN THE AKAROA SPORTS COMPLEX,
AKAROA RECREATION GROUND,
28 RUE JOLIE, AKAROA**

Community Board: Pam Richardson (Chairman), Bryan Morgan (Deputy Chairman), Lyndon Graham, Leigh Hickey, Stewart Miller and Claudia Reid.

Community Board Adviser

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PART A - MATTERS REQUIRING A COUNCIL DECISION

PART B - REPORTS FOR INFORMATION

PART C - DELEGATED DECISIONS

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1. APOLOGIES

2. CONFIRMATION OF MEETING MINUTES

2.1 Ordinary Board Meeting – 20 March 2013

The minutes of the Board's ordinary meeting of 20 March 2013 are **attached**.

STAFF RECOMMENDATION

That the minutes of the Board's ordinary meeting held on Wednesday 20 March 2013, be confirmed.

AKAROA/WAIREWA COMMUNITY BOARD
20 MARCH 2013

Minutes of a meeting of the Akaroa/Wairewa Community Board
held on Wednesday 20 March 2013 at 9.30am in the
Little River Service Centre, 4238 Christchurch-Akaroa Road, Little River

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

APOLOGIES: Nil.

The Board reports that:

PART B – REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

1.1 KEN SITARZ

Ken Sitarz addressed the Board regarding the resource consent process for the Lake Forsyth/Wairewa artificial opening and the pollution he believes is being caused by the groynes at Birdlings Flat.

(Refer to Clause 1 Part C for the Board's decision.)

1.2 KATE WHYTE

Kate Whyte addressed the Board on the road access to the southern bays across the channel at Birdlings Flat, as a resident that uses the access and in support of the previous speaker. She asked that the Council request that the resource consent be publicly notified, so that all affected parties could have the opportunity to submit on the application.

(Refer to Clause 1 Part C for the Board's decision.)

1.3 RICHARD EDMEADES

Richard Edmeades addressed the Board on the possible loss of insurance cover he faced for his property in Barclays Road, Little River which had flooded twice in the last two years. He explained that the flooding had occurred during severe weather events and was, he believed, the result of roadside drains being blocked and not working properly. He reported that Council staff had inspected the culverts in the drains and said they were too small for the volume of water. Mr Edmeades insurance company had informed him that if his property was flooded again, his cover for flood damage would cease.

The Board noted its appreciation that staff were already investigating this situation, and **decided** to ask them to report to the Board on any action taken, or on how the situation could be urgently remedied.

1.4 BRUCE NICHOLL

Bruce Nicholl addressed the Board on the removal of the pine tree in Le Bons Bay as contained in a report to the Board later in the meeting.

(Refer Clause 13)

1.5 RICHARD HORNE

Richard Horne also addressed the Board regarding the proposed removal of the pine tree in Le Bons Bay.

(Refer Clause 13)

2. PRESENTATION OF PETITIONS

Nil.

3. NOTICES OF MOTION

Nil.

4. CORRESPONDENCE

4.1 LITTLE RIVER WAIREWA COMMUNITY TRUST

The Little River Wairewa Community Trust had written to the Board to request that it be included in the street banner programme operated by the Council.

The Board **decided** to receive the correspondence and pass it to staff for comment.

4.2 EVAN HARRIS

Evan Harris had written to the Board to request that the Selwyn Avenue footpath be resealed and a vehicle crossing installed.

The Board **decided** to receive the correspondence and refer it to staff for comment.

5. RESERVE MANAGEMENT COMMITTEES

5.1 OKAINS BAY RESERVE MANAGEMENT COMMITTEE

The Board noted the Okains Bay Reserve Management Committee's concern regarding the number of LPG cylinders being stored on site and suggested that the Committee liaise with the Duvauchelle Reserve Management Committee who also encountered a similar situation.

The Board **received** the minutes of the following Reserve Management Committee meetings:

- Duvauchelle Reserve Management Committee – 11 February 2013
- Okains Bay Reserve Management Committee – 12 February 2013

5.2 DUVAUCHELLE RESERVE MANAGEMENT COMMITTEE CORRESPONDENCE

The Duvauchelle Reserve Management Committee had written to the Board seeking its support for the banning of camper vans parking overnight on Seafield Road, Duvauchelle, adjacent to the Duvauchelle Camping Ground.

The Board **decided** to receive the correspondence and pass it to staff for comment, on the feasibility, and the steps required, to introduce no overnight camping along Seafield Road from its intersection with State Highway 75 to its intersection with Haywards Lane.

6. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE – 7 FEBRUARY 2013

The Board **received** the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on Thursday 7 February 2013, and considered the recommendations therein.

6.1 SIGNAGE – EDUCATION AND ENFORCEMENT

The Board **decided** to ask staff to advise the Board on the situation with non-complying signage in Akaroa and how it could be resolved. The Board was interested in particular, in ways to maintain a clear footpath.

6 Cont'd

6.2 COUNCIL LEASES – CONDITIONS

In reply to a question raised in the Committee report, the Board was informed that leases for Council buildings included conditions for the lessee to comply with all regulations and statutes including District Plan requirements.

7. SCHOOL RESERVE – RESERVE 1649

The Board considered a report on the issues and options for the disposal of the School Reserve (Reserve 1649) comprised in the Computer Freehold Register CB25K/651.

The Board **received** the information and thanked staff for a very comprehensive report.

The Board **decided** to consult with the Awa-iti Reserve Management Committee, in conjunction with staff, regarding the information in the report on School Reserve.

8. BRIEFINGS

8.1 AKAROA BUTCHERY LEASE

Staff updated the Board on the lease for the Akaroa Butchery and the situation regarding another small building on the Banks Peninsula Meats site.

9. COMMUNITY BOARD ADVISERS' UPDATE

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

10. ELECTED MEMBERS' INFORMATION EXCHANGE

Board members received information on various matters.

- The Board **decided** to ask staff for information on the level of service required for the maintenance of the Ngaio Point Walkway at Duvauchelle, and if reparation work could be carried out on the walkway prior to winter, after it was reported that some areas of the track were poorly maintained and could pose a hazard to walkers.
- The Board **decided** to ask staff to brief the Board on any issues arising from the new management of Lake Forsyth/Te Roto O Wairewa, which may be impacting on Little River, particularly in response to the flooding concerns being raised by local residents.

11. QUESTIONS UNDER STANDING ORDERS

Nil.

PART C – DELEGATED DECISIONS

12. CONFIRMATION OF MEETING MINUTES – 20 FEBRUARY 2013

The Board **resolved** that the minutes of its ordinary meeting held on Wednesday 20 February 2013, be confirmed.

13. REQUEST FOR REMOVAL OF STREET TREE – LE BONS BAY

The Board considered a report on whether to remove or retain the pine tree outside the property at 952 Le Bons Bay Road.

The Board **resolved** to approve the removal of the pine tree at 952 Le Bons Bay Road, with all costs to be borne by the applicant and subject to work being carried out by a Council approved contractor.

Board member Leigh Hickey voted against this motion.

The Board **decided** to ask staff to restart the Tree Policy process, so that the Policy could be formally adopted, and requests similar to this one could be handled at a staff level through delegation from the Council.

14. HEMPLEMAN DRIVE – ONUKU ROAD INTERSECTION – PROPOSED STOP CONTROL

The Board considered a report seeking its approval for the installation of a traffic control device at the intersection of Hempleman Drive and Onuku Road.

The Board **resolved** to:

- (a) Revoke any existing traffic control device at the intersection of Hempleman Drive and Onuku Road.
- (b) Approve the installation of a Stop control on Hempleman Drive at its intersection with Onuku Road.

15. CHORLTON ROAD, BOLEYN'S ROAD, SEFTONS ROAD INTERSECTION – PROPOSED STOP CONTROLS

The Board considered a report seeking its approval for the installation of traffic control devices at the intersection of Chorlton Road, Boleyn's Road and Seftons Road.

The Board **resolved** to:

- (a) Revoke any existing traffic control devices at the intersection of Chorlton Road, Boleyn's Road, Seftons Road.
- (b) Approve the installation of a Stop control on Boleyn's Road at its intersection with Chorlton Road.
- (c) Approve the installation of a Stop control on Seftons Road at its intersection with Chorlton Road.

16. BEACH ROAD – PROPOSED PARKING RESTRICTIONS

The Board considered a report seeking its approval for the installation of parking restrictions on Beach Road.

The Board **resolved** to revoke all existing parking restrictions on the north western side of Beach Road commencing at a point nine metres south west of its intersection with Church Street and extending in a south westerly direction for a distance of seven metres, and approve the following No Stopping Restrictions:

- (i) That the stopping of vehicles be prohibited on the north western side of Beach Road commencing at a point nine metres south west of its intersection with Church Street and extending in a south westerly direction for a distance of seven metres.

16 Cont'd

- (ii) That the stopping of vehicles be restricted to 'Authorised Vehicles Only - At Any Time' within the square area shown as 'A' on Plan TG123849, which has its eastern most point located 11 metres south west of its intersection with Church Street.

17 AKAROA/WAIREWA COMMUNITY BOARD STRENGTHENING COMMUNITIES FUNDING 2013/14 – BOARD BIDS

The Board considered a report to approve the projects that will be submitted on behalf of the Board to the Strengthening Communities Fund 2013/14.

That Board **resolved** to approve the projects as presented for submission as applications to the 2012/13 Strengthening Communities Fund.

1. DEPUTATIONS BY APPOINTMENT - CONTINUED

1.1 KEN SITARZ - CONTINUED

1.2 KATE WHYTE - CONTINUED

The Board **resolved** that staff write to the Christchurch City Council and the Wairewa Rūnanga asking them to seek some form of public notification for the resource consent application to allow two openings to operate at Lake Forsyth/Te Roto O Wairewa.

Board member Stewart Miller asked that his vote against this motion be recorded.

6. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE - CONTINUED

6.3 BRITOMART RESERVE - PUBLIC TOILETS

The Board was informed that the upgrading of the Britomart Reserve public toilets should be completed by October 2013 and that the temporary toilets would then no longer be required.

The Board **resolved** that the temporary toilets on the Britomart Reserve remain on site until completion of the upgrade, but no later than October 2013.

The meeting concluded at 1.20pm.

CONFIRMED THIS 17TH DAY OF APRIL 2013

**PAM RICHARDSON
CHAIRMAN**

3. DEPUTATIONS BY APPOINTMENT

3.1 GARDEN OF TANE RESERVE MANAGEMENT COMMITTEE

Suky Thompson, Chairperson, Garden of Tane Reserve Management Committee will address the Board on projects for the maintenance and enhancement of the Garden of Tane related to recommendations made in the Management Plan for the Garden.

The draft Project Plan is **attached**.

3.2 GERALD EDMUNDS, ACCIDENT COMPENSATION CORPORATION (ACC)

Gerald Edmunds, Community Injury Prevention Consultant, will address the Board on how ACC injury prevention can work with community partners.

To: Garden of Tane Reserve Management Committee

From: Suky Thompson, Chair

Re: Forward planning for the garden

Date: March 20, 2013

A number of informal meetings have taken place at the Garden of Tane and from these several concepts and projects for the Garden have emerged. The next step for the Committee is to discuss these at our meeting on Tuesday 26 March and to begin action on them by gaining approval from the Council, by seeking funding for them through the LTP process, and by working with the Lions Club and other volunteers to engage their help. The draft LTP is now out for submissions. My contact with Brent Smith about the Capital Works Program had revealed that currently the specific funding allocation for the Garden of Tane is \$0. Council staff had applied for the full \$345,000 over 5 years to implement the projects listed in the Management Plan, but this was declined. (Not sure where this figure comes from as the total in the Garden Management Plan is \$303,000)

The budgetary figures given in the Management Plan are very broad brush. I believe that our role as a Management Committee is to flesh out some of the recommendations in the plan in more detail using our emerging project list. We would then present the Council with some modified dollar estimates accounting for the input of voluntary labour and local skills and knowledge to reduce costs. This would enable us to apply for funding that is more realistic given the current earthquake influenced state of Christchurch but also stating the importance of Akaroa as a premier Canterbury tourism destination. Hopefully we can then gain approval for our proposed projects, get realistic indications about the availability of funds, and gaining clearer definition of the Committee's roles in the LTP process. The steps I see involved in this process are:

1. As a Committee the first step is to discuss, agree, and formally adopt our project list. To aid this process I attach a draft list of my understanding of our project desires based on the various informal meetings and walks Committee members have had through the Garden
2. Once we have agreement on our projects and their priorities we should then draw up brief plans for them indicating where and what could be done, and where voluntary labour and local skills and knowledge could be engaged to reduce costs. We would then identify capital sums we would like allocated through the LTP process and the type of support we will need from Council staff to implement the projects. I've made a start on this process in the attachment. .
3. We would then draft and agree on a written LTP submission from our Committee. I think we can do this by email, but may need a very quick formal meeting to ratify it. The closing date for submissions is Friday 19 April. The submission would relate all of our projects back to the Management Plan and give an implementation and budget timeframe over 3 years, which is the timeframe of this next LTP.
4. LTP hearings are in May. Once we have a hearing date we should then nominate attendees and prepare a PowerPoint presentation showing the Garden and describing our plans. We would deliver this orally at the hearings in support of our written submission. We could also use the presentation to explain to the Lions Club where we are heading and what we plan.

Draft project list

The following is my understanding of our envisaged projects as discussed to date. This is presented here to initiate and facilitate discussion at the March 26 Reserve Management Committee meeting. The projects on the list would then form the main thrust of the work proposals for the next three years. By the third year further projects might emerge for funding in the next LTP. Once agreement has been reached by the Committee on the list of projects and how they could be carried out, a timeframe and ballpark costings can be developed for the LTP submission.

Project name	Description	Outcomes	Relation to Management Plan	Staff/Committee/Voluntary involvement
Entrance preparation	The main entrance by the hospital is currently neglected, overgrown with periwinkle and other weeds, and littered with the felled Big Tree (<i>Sequoiadendron giganteum</i>) logs <i>(Note – Warwick advises this is the correct name for the tree)</i>	<ul style="list-style-type: none"> The area will be sprayed to kill the weeds (including behind the playground) and cleared ready for planting The lower Big Tree log will be milled providing timber for garden projects The upper Big Tree log will be stabilised and allowed to decompose naturally. 	This work is all deferred maintenance	<p>Lions to spray as part of a working bee</p> <p>Lions to remove and mill timber</p> <p>Council to provide supervisor for working bee</p> <p>Committee to liaise with Lions and to manage the working bee to ensure it is as effective as possible and also to provide helpers</p>
Entrance replanting and interpretation	The first section (approx.. 25m – needs to be measured) of the entrance track margins will be replanted to create two interpretative native plant displays. An explanation of the history of the Garden of Tane will also be given. Panels will be low key but	<ul style="list-style-type: none"> Maori plants – the first part will feature native plants used by Maori in pre-European times – the Tane Garden. The plants will be labelled. An interpretative panel will explain how these were used by Maor iEtienne Raoul plants – the 	<p>Planting of native species along the track margin</p> <p>Plant labels and Interpretation signs</p>	<p>Committee – source the plants and plant them with volunteer assistance.</p> <p>Committee – Consult with Onuku runanga, determine information for panels, source photographs and oversee panel design.</p> <p>Council –contribute to cost of plants, labels and panels</p> <p>(This might be something we could also</p>

Project name	Description	Outcomes	Relation to Management Plan	Staff/Committee/Voluntary involvement
	informative	<p>second part will feature native plants first scientifically described by French botanists in the 1840s.</p> <ul style="list-style-type: none"> The plants will be labelled. An interpretative panel will present the story of French scientific exploration of Akaroa. A third panel at the end of the section will explain the history of the development of the as Akaroa Domain as a formal garden, its later re-vegetation by natives, and the origin of the name Garden of Tane. 		<p>fundraise for if Council does not have funding, so we should make sure that we get approval for the project even if not funded.)</p> <p>??? Discuss - Do we really want to see another Big Tree planted in this area, or should we recommend another location – I can't see it working in well at all with the new interpretative gardens.</p>
Natural rotting encounter area	One Big Tree log will be retained and left to rot (decompose) naturally and for children to explore as a form of unstructured play	<ul style="list-style-type: none"> Big Tree log stabilised to prevent rolling Interpretative panel explaining the natural rotting process and perhaps pictures of some example insects to identify 	Development of playground to reflect natural environment	<p>Committee to oversee securing of log by either Lions or Council staff.</p> <p>Committee to design interpretative panel</p> <p>Council to fund and produce panel</p>
Grotto	the Grotto is the area where the path bends to the right past the playground. It features	<ul style="list-style-type: none"> Interpretative panel will show and explain this area of the garden in colonial times. Panel to be low key 	Interpretation Signs	<p>Committee – determine information for panels, source photographs and oversee their design</p> <p>Council to fund and produce signs</p>

Project name	Description	Outcomes	Relation to Management Plan	Staff/Committee/Voluntary involvement
	some relics of the old Domain			
Fern Gully	The gully leading from the Grotto area to the main entrance on Beach Road will be planted in ferns	<ul style="list-style-type: none"> • Sparsely vegetated gully to the north side of the Fern Gully track will be planted in fern species • Project will be conducted in stages checking that ferns thrive first in a pilot planting 	Planting of vegetation	<p>Council arborists to remove any dangerous trees prior to planting</p> <p>Council to approve plant list</p> <p>Committee to source and plant plants with volunteer assistance</p> <p>Council to fund plants – again we could fundraise if funding is not forthcoming</p>
Main circular track accessible	<p>The main track is to be accessible for mobility impaired , link the playground, carpark and the Big Pine viewpoint.</p> <p>The track is to be tidied up so that weeds and unsightly fallen branches and logs are cleared</p>	<ul style="list-style-type: none"> • Track that can be used by pushchairs, mobility scooters • Track map at main entrance and possibly at secondary entrances • directional signposts 	Main Circular walkway	<p>Work has already commenced by Ian Jackson on this as part of the maintenance budget</p> <p>Need to establish with Ian whether he can fund the rest of the work required under his maintenance budget</p> <p>Directional signage to be designed by committee and then produced and installed by Council</p> <p>Have a tidy up as part of the Lions working bee</p>
Other main paths	Two other tracks from secondary entrances are to be well maintained – the Fern Gully path from the entrance on Beach Road and the Cemetery link	<ul style="list-style-type: none"> • Fern Gully Path and Cemetery link path maintained to a walking standard for aged and physically limited walkers. 	Other paths	<p>Work has already commenced by Ian Jackson on this as part of the maintenance budget</p> <p>Need to establish with Ian whether he can fund the rest of the work required under his maintenance budget</p>

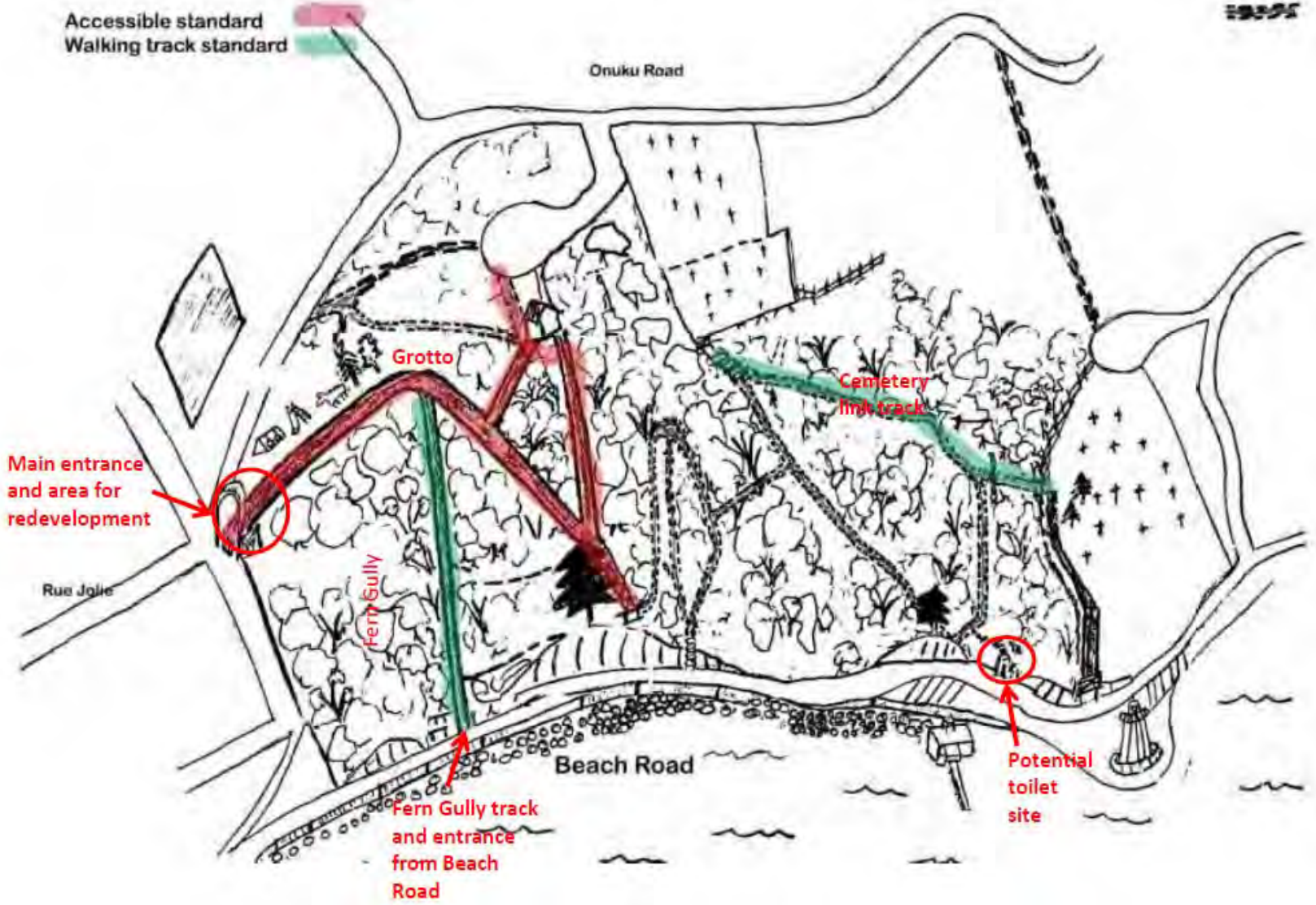
Project name	Description	Outcomes	Relation to Management Plan	Staff/Committee/Voluntary involvement
	track. The tracks to be tidied up so that weeds, and unsightly fallen branches and logs are cleared			Have a tidy up as part of the Lions Working bee
Secondary tracks	Tracks in remainder of Garden to receive no major attention at this stage	<ul style="list-style-type: none"> Secondary tracks are maintained to current standard during the next three years 	Other paths	Covered by existing maintenance
Significant tree maintenance and labelling	Clear unplanted vegetation obscuring the bases of the trunks of significant trees. These trees to be labelled with names, origins, ages etc.	<ul style="list-style-type: none"> Labelled trees Can be used for interpretative walks Improved management of significant trees. 	Interpretation signs and symbols	<p>Committee to work with Council staff to determine trees for labelling and source label signs and install them</p> <p>Council to fund signs</p>
Pest control	A pest monitoring and management program is to be implemented	<ul style="list-style-type: none"> Assessment made of scale and nature of pest problem through monitoring Appropriate eradication measures taken to reduce pest species and spread of pests from garden to other parts of Akaroa 	Policy 3.2.5	<p>Council to establish a monitoring program and from this design the appropriate pest control program</p> <p>Committee to provide voluntary assistance such as monitoring traps and link with other pest control groups working in the Akaroa area</p>
Weed control and removal	Removal of weeds such as periwinkle from some areas, stinking iris, old man's beard and blackberry from all areas.	<ul style="list-style-type: none"> Control and if possible eradication of invasive weeds in Garden of Tane Removal of exotic wilding trees/saplings that obscure 	Forest management	<p>Initial work to be done by Lions and other volunteers. Perhaps a second working bee after the entrance bee.</p> <p>Better control as part of maintenance</p>

Project name	Description	Outcomes	Relation to Management Plan	Staff/Committee/Voluntary involvement
	Destruction of wilding trees, notably oaks, radiata pine, Tasmanian blackwood	the original planting design.		contract work Again – ask Ian if extra funding is needed for this
Dangerous tree removal	Identify and remove any trees that are dangerous before major work begins	<ul style="list-style-type: none"> Deferred Arborist work in Garden of Tane carried out 	Forest management	Committee to get arborists to do this work Council to staff and fund
Furniture	Some additional benches to be placed along the main tracks and picnic tables in the playground area	<ul style="list-style-type: none"> Benches and table made from Big Tree flitches 	Furniture	Committee to arrange for tables and benches to made locally by volunteers or Lions and to install as volunteer projects
Publicity	Improvement of public information on the Garden of Tane and development of interpretative brochures to be used to inform and educate children	<ul style="list-style-type: none"> The Garden becomes better used and better known by locals and visitors The Garden is used in more ways than just walking and the playground to serves also as an educational resource 	General recreational use	To be developed by the Committee over time and funded through fund raising initiatives or grant applications
Toilets on Beach Road	Recommend to Council that toilets servicing the Garden are installed off Beach road in the area where the Yacht club has created informal parking. Toilets will be needed as the Garden becomes more used.	<ul style="list-style-type: none"> Toilet to serve Beach road and Garden of Tane 	Management plan foresees use of garden for recreation but makes no mention of toilets	Advocacy role for Committee to encourage new toilets and sanction use of small area of reserve (already illegally cleared) for them
Existing defunct	Recommend to Council that	<ul style="list-style-type: none"> 		Recommendation as part of LTP

Project name	Description	Outcomes	Relation to Management Plan	Staff/Committee/Voluntary involvement
toilet building	this structure is retained for future use as an interpretation kiosk and garden shed			submission, otherwise no action during next three years except perhaps eventually a DEE.

Garden of Tane Priority tracks

Accessible standard
Walking track standard



Grotto

Cemetery
loop track

Main entrance
and area for
redevelopment

Fern Gully

Fern Gully track
and entrance
from Beach
Road

Potential
toilet
site

4. PRESENTATION OF PETITIONS

5. NOTICES OF MOTION

6. CORRESPONDENCE

7. AKAROA MUSEUM ADVISORY COMMITTEE MINUTES – 25 MARCH 2013

The minutes of the Akaroa Museum Advisory Committee meeting held on Monday 25 March 2013 are **attached**.

STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Museum Advisory Committee meeting held on Monday 25 March 2013.

AKAROA MUSEUM ADVISORY COMMITTEE MEETING – 25 MARCH 2013

General Manager responsible:	General Manager Community Services Group DDI 941 8607
Officer responsible:	Akaroa Museum Director
Author:	Edwina Cordwell, Community Board Adviser

PURPOSE OF REPORT

The purpose of this report is to submit the outcomes of the Akaroa Museum Advisory Committee meeting held on Monday 25 March 2013.

The meeting was attended by Committee members, Pam Richardson (Chairman), Lyndon Graham and Kate Clare, representing the Friends of Akaroa Museum, in the absence of David Miller.

Also in attendance was Lynda Wallace (Museum Director).

1. APOLOGIES

An apology for absence was received and accepted from Leigh Hickey, David Miller and Meri Robinson.

2. MINUTES OF PREVIOUS MEETING

The Committee **received** the minutes of the Akaroa Museum Advisory Committee meeting held on Monday 26 November 2012.

3. MUSEUM DIRECTOR'S UPDATE

The Committee **received** information from the Museum Director on Museum related activities and projects which were outlined in her update circulated with the agenda. Topics covered included:

- Off site education sessions for school groups
- Success of the "Frequently asked Questions" brochure and "Disasters, Mysteries and Sensations" tabloid
- Update on closure of facilities
- Will Watkins painting unveiling – Friday 19 April 2013
- Community Consultation – Theme for exhibits when Museum reopens
- Upcoming Events

The Committee **received** the report and acknowledged the Akaroa Museum staff's innovative ways in which they were meeting the needs of visitors and residents during the closure of the Akaroa Museum.

The Committee also **decided** to write a letter conveying their appreciation of the work being undertaken by the Museum and the wider staff team.

4. FRIENDS OF AKAROA MUSEUM (FOAM) - PRESIDENT'S UPDATE

The Committee **received** information as outlined in the President's update, circulated with the agenda.

- Oral History Project – Lyndon Graham's name was put forward to participate in the Oral History project as a previous County Clerk.
- Recognitions – Mention was made of the recent deaths of Gwen Manhire, Jim Sunckell and Frank Helps. Committee members wished to recognise the significant contribution over the years that they had made to the Akaroa Museum and the community.

The Committee **received** the report.

5. CORRESPONDENCE

Nil.

6. COMMUNITY BOARD ADVISER'S UPDATE

Nil.

7. COMMITTEE MEMBERS' EXCHANGE OF INFORMATION

7.1 Akaroa Museum Exhibits – Theme

The Committee **decided** to hold a workshop on Monday 24 June 2013, following its next meeting, to contribute to the proposed community consultation regarding the themes which might be used to guide displays and exhibitions when the Akaroa Museum reopens.

7.2 Funding

The Committee discussed funding sources that might be available to the Friends of the Museum and suggested this could be followed up with appropriate staff.

7.3 Facilities Rebuild

The Committee expressed support for the work of the museum team and noted that no firm date for the reopening of the building and other community venues in Akaroa was yet available.

The Committee **decided** to ask staff for an update on these matters to a future Community Board meeting.

8. NEXT MEETING

Monday 24 June 2013 commencing at 2.30pm.

The meeting closed at 4.25pm.

8. RESERVE MANAGEMENT COMMITTEES

The minutes of the following Reserve Management Committee meetings are attached.

- 8.1 Duvauchelle Reserve Management Committee – 11 March 2013 (**attached**).
- 8.2 Garden of Tane Reserve Management Committee – 26 March 2013 (**attached**).
- 8.3 Stanley Park Reserve Management Committee – 14 March 2013 (**attached**).

The above minutes may still need to be confirmed at their next meetings.

STAFF RECOMMENDATION

That the Board receive the minutes of the following Reserve Management Committee meetings.

- Duvauchelle Reserve Management Committee – 11 March 2013
- Garden of Tane Reserve Management Committee – 26 March 2013
- Stanley Park Reserve Management Committee – 14 March 2013

**Minutes of the Meeting of the Duvauchelle Reserves Management Committee
Held at the Duvauchelle Holiday Park, on Monday 11th March, 2013 at 7.30pm**

Welcome: Chairman Jacque McAndrew welcomed those present.

Present: Jacque McAndrew, Bruce Watts, Dawn Turner, Geoff Carter, Ken & Kaye Bramley, Brian Bremner, Chris Muirhead.

Apologies: Warren Wisneski, Paul Haglund Derek Moir, Lyndon Graham

Motion: That the apologies be accepted. Geoff/Chris Carried

Minutes:

The minutes for the February meeting have been circulated to Committee members.

Motion: That the February minutes be taken as read and be accepted as a true and correct record. Bruce / Jacque Carried

Matters Arising:

Holiday Park Map: Bruce will email Warren for details that CCC requires to be included.

Resource Consent for Gas Supply: Iwi has given their approval. Letter giving consent should take about three weeks. Nick Gill is to be asked to review his quote for installation.

Fences: The upper fence was again discussed.

Motion: That we pay 50% of the cost of the fence (\$8,000 approx) Dawn/Chris Carried

Paul Manson: A letter of appreciation and a token of appreciation is to be sent.

Air Rescue Helicopter: Bruce will collect a donation box for the Office from Garden City Helicopters

Old bus in storage: It will be removed after Easter.

Treasurer's Report:

The Financial Statements for February and expenses to date for March were presented.

Motion: That the Financial Statements be accepted and the expenditure approved. Jacque/Bruce Carried

Correspondence:

Inward :

Paul Hopewell, Manchester Unity Lodge requesting Hall booking for August.

Akaroa Wairewa Community Board agenda for meeting 20th March

Paul Crump quotes for interior & exterior painting of Tourist Flat.

Outward:

Sandra & Ray Welch placed on wait list

Carl & Amanda Balani " " " "

June & Bryan Mullany " " " "

Akaroa Wairewa Community Board re overnight roadside camping outside camp

Motion: That the inward correspondence be accepted and the outward approved Bruce/Brian Carried

Discussion of Correspondence:

Letter be sent to Manchester Unity Lodge.

Painting Quotes discussed.

Motion: That Paul Crump's quotes be accepted. Chris/Bruce Carried

Caretakers' Report:

Electrical WOF in progress. Checking of the camp electrical fittings should also be done to get a new electrical WOF for the camp.

Site numbers: New number signs provided by Paul & Bruce are being put in place.

Site size adjustments. Site 108 which has been relinquished, is 13 metres wide whereas sites 106 & 107 are 8 metres wide. It was agreed that the size of the sites be adjusted so that site 106 & 107 are 10 mtrs wide and site 108 is 9 mtrs wide.

Water-blasting: This is being done before Spiderman's visit.

WiFi for permanents: WiFi income has almost paid the establishment costs. A better service for permanent site holders was discussed.

Motion: That the permanent site holders be given a discounted rate for WiFi – 1 gigabyte for \$10 for 30 days.

Geoff/Dawn

Carried

Camp Walk Ken would like a committee camp walk before Easter. Sunday 17th March 10 a.m.

Water: casual users of the Dump Station are to be encouraged to replenish their water supply from the tap at the Boat Wash rather than use the Camp water supply.

Casual Staff: Gary Short from Okains Bay has been taken on. Tim, Anna's partner, is to be interviewed & will be here for the Xmas season. John & Irene will cover for holidays from 22 June to 2 July. There will still be 4 weeks owing before October. Advertisements will be placed in the store and play centre seeking a part-time casual worker (10 a.m. to 2 p.m.)

Tourist Flat: Roger is to be asked to do the necessary repair work in the toilet/shower area before it is painted.

Health & Safety:

Nothing to report.

General Business

Duvauchelle Hall: Jacque & Geoff had two on-site meetings, one with a council worker and one with a TVNZ representative. It is proposed that the repair to the Hall be part of a Mitre 10 Dream Home programme presently working in Kaiapoi and ChCh. The work required to bring the Hall up to 67% NBS is bracing of the piles at the north end, the tie down of bearers to piles and GIB braceline in different areas within the Hall. The offer is to undertake repairs and paint the outside of the Hall and fence, excluding the roof, as well as some landscaping.. The TV Programme will comprise short segments of several projects, shown over 6 programmes. Our job is to be undertaken over 2 weekends in the near future. They supply materials, paint, etc. They have some tradesmen & volunteers. We supply volunteers and catering. We have had offers from Lions, MU and the community.

We need a small sub-committee to liaise/organise. Sub Committee: Jacque, Geoff, Brian, Paul.

Easter Meeting with Campers: Easter Sunday, at 11 a.m.. On the tennis court if fine, in the kitchen if wet.

Relieving Secretary: As Dawn will be overseas for a month, Ken has agreed to be acting Secretary for the April meeting.

The Chairman closed the meeting at 9.10 pm

Next meeting to be held at the Duvauchelle Holiday Park at 7.30 pm Monday, 8th April 2013

**Minutes Garden of Tane Reserve Management Committee
Christchurch City Council
Committee Meeting**

Held at Akaroa Sports Complex, 28 Rue Jolie, Akaroa Tuesday 26 March 2013 at 5 30 pm
(Draft for confirmation at next meeting of the Committee on Tuesday 28 May. Notes given in the minutes may be deleted from accepted minutes)

Present: Warwick Harris (Secretary), Lee Hickey, John McIlroy, Suky Thompson (Chairperson), Lynda Wallace

In attendance by invitation: Ian Jackson, Parks Contract Manager, CCC. Suky Thompson welcomed Ian to the meeting.

1. **Apologies:** Patricia Dart, Alan Hemsley, Jed Hickey. Jed informed that he will not attend future meetings but is happy to assist the committee as appropriate.

2. **Minutes of previous meeting:** 23 October, 2012

(Meeting scheduled for 22 January 2013 did not proceed because of lack of quorum)

Moved that they be accepted: Thompson/L Hickey Carried

Lynda Wallace requested that a record should be kept of informal meetings of the Committee. A listing (as far as can be recalled) of these since the 23 October, 2012, formal meeting is attached (**Attachment I**) to these minutes.

3. Financial Report

- a. Bank account established October 2012
- b. Deposits: \$500 CCC Discretionary Response Fund; \$100 donation W. Harris
- c. Expenditure: \$27.50 (Cheque book fee \$2.50; Bank Fees \$25.00)
- d. Balance 28 February 2013: \$572.50
- e. Note: \$500 granted by CCC Discretionary Response Fund has to be spent by September 2013.
- f. Possibility of expenditure on paint for gates and for stationery noted.

Moved that Financial Report be accepted: Thompson/Wallace Carried

4. Correspondence

Outward:

Paul Devlin, Area Head Ranger. 12 November 2012
Trevor Partridge, City Botanist. 12 November 2012
Tony Armstrong, Arborist, Parks and Reserves. 12 November 2012
Jeremy Hawker, Team Leader, Garden and Heritage Parks. 12 November 2012
Brent Smith, Team Leader Network Planning, Greenspace.
Ian Jackson, Parks Contract Supervisor – via e-mail

Inward:

Replies by e-mail and/or meetings to all of the above.
Letter from Akaroa Lions Club offering assistance
Notification and invitation to apply for CCC Strengthening Communities Fund and Small Grants fund. Sue Grimwood. 21 January 2013.
Various e-mails concerning CCC Discretionary Response Fund- (Sue Grimwood/Wendy Gunther), CCC Parks and Reserves related officers, Lions.
Leigh Hickey noted that the Akaroa-Wairewa Community Board should be credited with the allocation of Discretionary Response Funds.
The status of what was sought by the correspondence was reviewed.

- Paul Devlin, Head Ranger, Port Hills and Peninsula. Communication with him, particularly by John McIlroy, has indicated the possibility of monitoring levels of pests in the G of T. John has indicated his willingness to assist with this.
- Trevor Partridge, City Botanist, was requested in a letter on February 26 to assist with the naming of plants suitable for labelling along the main tracks of the G of T. No reply has been received. *(Note: A copy of the report "Vegetation of the Garden of Tane, Trevor Partridge (CCC Botanist) CCCECO Report 08/12. 200,8 should be obtained by the Committee. Trevor is not listed on the organisation chart).*
- Tony Armstrong, Arborist Parks and Reserves. His offer to visit the G of T with Committee members has not been taken up yet. It was asked when the last inspection was made by an Arborist. Discussion with him should include the issue of removal of wood from the G of T. *(Note: A copy of the report "Tree Report, Garden of Tane, Akaroa, Arboricultural Consultancy NZ Ltd (on behalf of CCC), 2007, should be obtained by the Committee).*
- Jeremy Hawker, Team Leader Garden and Heritage Parks. The Committee was informed by Ian Jackson that the G of T no longer came under the jurisdiction of Garden and Heritage Parks having been transferred to Regional Parks for which Kay Holder is Team Leader under the direction of the Parks Operation Manager Ross Campbell. The Committee should have been informed of this change. If this implies that the G of T has no heritage value this change should be questioned. *(Note: The Committee has obtained a copy of the management structure of the CCC Transport and Greenspace Unit. It should establish contact with Kay Holder and Ross Campbell, Parks Operation Manager, and follow up items offered by Jeremy Hawker at the October 23 meeting, i.e., signage, plant species labels.)*
- Brent Smith, Team Leader Network Planning, Greenspace. *(Brent does not appear on the organisational chart of the Transport and Greenspace Unit the committee has downloaded).* Communication with him has mainly involved what money is allocated and available for maintenance and development work in in the G of T. This communication has involved reference to costings given for projects recommended in G of T Scenic Reserve Management Plan 2010 p. 15-16. This amounts to a Total of \$303,000. These costings are prefixed by the Long term Community Plan (LTCCP) Disclaimer that states "No project recommended on the indicative development plan will be implemented unless the expenditure is provided for through future Long Term Council Community Plans." Effectively the communication with Brent Smith is that currently 0 \$ are allocated to development work in the G o T. The question was asked as to what allocation was made for routine maintenance work in the G of T. Ian Jackson indicated that a small amount was spent on maintenance work in the G of T but there was not a specific allocation for this purpose. Maintenance work did not include keeping tracks clear or weed control. If large trees fell these were cleared by TreeTech in response to notification to Council by members of the public. *(Note: Orion was alerted by W. Harris in December 2013 that power lines along the Aubrey St extension of Aylmers Valley Road were running through tree branches and entangled with creepers. At first it was indicated that the lines passed through the area of the G of T and therefore Council responsibility but later it was determined that they passed over Council Road Reserve. As at April 6 the lines remain entangled and sag to where they could be reached from the ground. On April 5 TreeTech informed that they had looked at the situation but did not have suitable equipment with them that day to do the clearance.)*

Moved that Correspondence be accepted: Thompson/ Hickey Carried

6. Matters arising from minutes

In general this was covered by discussion of the Correspondence and items of General Business

7. General business

7 a Project listing and preparation of submission to CCC long term plan. Suky Thompson, as Chairperson of the Committee, had prepared a listing of projects for the Garden of Tane based on recommendations given in the Garden of Tane Scenic Reserve Management Plan (June 2010) and discussions between committee members on visits to the G of T and with council staff. A copy of the draft project listing is attached (Attachment II). The project list was discussed to confirm that it reflected Committee thinking, required modifications noted, priorities of the projects considered, and indications of costings of projects made.

The Committee adopted the project listing and agreed that it be presented by Suky in a deputation to the Akaroa/Wairewa Community Board meeting on 17 April. The project listing will be revised for presentation to the Community Board.

In answer to the question as to whether the Community Board or the Committee should carry the project listing forward to the CCC hearing for the LTP, Lee Hickey said the presentation would be done by the G of T Committee with the endorsement and support of the Community Board.

(Note: It has been confirmed that the deputation is included in the agenda of the CB meeting on 17 April).

7 b. Lions' offer of assistance. Alan Hemsley was unable to be present as representative of the Lions. It was agreed that the Lion's be approached (i) to assist with the stabilisation of the Big-Tree log above the entrance path, for which the recommendation is that it be left to rot (decompose), and in the removal and milling of the log below the path to provide boards for table tops and benches in the G of T, (ii) to offer a presentation to the Lions about the proposed projects in the G of T and to discuss how the Lions could best assist and (iii) to suggest how the Lions could be involved in weed control, and track widening and tidying. Suky Thompson agreed to contact Alan Hemsley and discuss these items.

7c Other items notified or discussed.

- Indication of pest control budget available to Paul Devlin, Head Ranger, Port Hills and Peninsula of \$2000/yr. Any cost involved with G of T will be taken from this budget. Proposals for pest monitoring are progressing in liaison between Paul Devlin and John McIlroy
- While the Committee will research and provide information for interpretation signs Council will expect to design these according to its requirements. Suky Thompson said she would define needs for direction signs.
- Lee Hickey indicated that a new rocking horse for the playground has been approved and ordered, and she will follow this up so it can be installed.
- The stability of the Big-Tree log above the entrance path was discussed as a safety issue. Means of doing this were discussed.
- Safety issues concerning working bees were noted, and the requirement of supervision by Council for work involving machinery, herbicides, pesticides noted.
- Council indicates that it has no obligation to remove rubbish from the G of T at its cost. It was commented that some local residents still see the G of T as a convenient place to dump their rubbish.
- Opportunities for the setting up of tables and seating benches were noted and could be provided from Big-Tree timber.
- Ian Jackson said that more track work could be done from operational budget after July. Obtaining grants from Council discretionary funding was suggested. Don Wright's mobility vehicle has proved effective for assessing track accessibility.
- Naming of different parts of the G of T for management purposes was recommended. The northern section, in which most of the project recommendations are located, will be called "The Domain. The southern section will be called the "The Wildside".
- Through contact with the schools, children could assist with weed control, with stinking iris being a good initial target.
- Consultation with Ngai Tahu either through the local runanga or the iwi authorities needs to be initiated, especially in regard to impacts on native animals and plants.

8. Date of next meeting

Tuesday 28 May 2013, 5 30 pm.

W. Harris will be away and Lynda Wallace will act as Secretary/Treasurer

The meeting closed at 7.15 pm

Attachment I. Notes on informal meetings/visits in the Garden of the Garden of Tane by members of the Reserve Management Committee.

1. 4 October 2012. Suky Thompson and Warwick Harris met with Ian Jackson, CCC Area Supervisor and walked main tracks for which upgrading to improve access into the G of T was considered necessary. It was agreed that these tracks should be marked with pegs. Particularly it was agreed that tracks with tree roots should have gravel over those roots to allow passage of wheeled mobility vehicles. It was also agreed that improvements of entrance off the first track from the town on Beach Road would be made. Ian Jackson informed that David Evans was to undertake repairs to the gateway of the main entrance.

2. 8 November 2012. Suky Thompson, Warwick Harris, John McIlroy and Patsy Dart marked tracks for upgrading with white pegs (donated by Suky Thompson). These tracks were the easy grade track that goes from the main entrance off Rue Jolie up to the Catholic & Dissenters Cemeteries with a loop to the lookout over town and harbour, and the first track from the town along Beach Road up to join this track. They also discussed control of weeds in the Garden.

3. 22 November 2012. John Mc Ilroy and Suky Thompson met with Paul Devlin, Head Ranger, Port Hills and Peninsula to consider requirements for pest management and pest control in the G of T and the relevance of this to adjacent areas of the town and countryside.

4. Mornings in December 2012: John McIlroy made counts of birds seen and heard along a transect in G of T and a similar length transect along Hempleman Drive and Onuku Road. His observations were considered with respect to pest level monitoring and control.

5. 23 February 2013. Suky Thompson and Warwick Harris met mainly to discuss what could be done by the offer by Lions to do voluntary work in the Garden. Walked through the Garden and saw track improvement work that had been done under Ian Jackson's supervision. Also saw the sign to Garden of Tane off Beach made and installed by Alan Hemsley by his donation of time and materials. This sign, together with the memorial seat erected at that entrance, has attracted many more people, particularly cruise ship passengers who spend the day in Akaroa, into the Garden of Tane.

6. 26 February 2013. Suky Thompson, Warwick Harris, Alan Hemsley, John McIlroy and Lynda Wallace met. They agreed to accept the offer of assistance from Lions, John McIlroy agreed to continue with pest control initiatives, Alan Hemsley suggested the development of a Fern Gully, Warwick Harris undertook to contact Trevor Partridge re plant identification and labels. It was noted that David Evans had repaired the main gate – Alan Hemsley offered to arrange for completion of the painting of the gateway. Proposals for theme plantings of plants traditionally used by Māori and those described by the French, and the concept of the "rotting log" etc. were considered. Suky Thompson made notes on these proposals and has used these in the development of a submission from the Committee via the Community Board to the Three Year Plan. An early draft of this submission was presented to and discussed by the Committee at the 26 March 2013 formal meeting.

Attachment II. PDF of initial listing of projects proposed for the Garden of Tane as related to CCC Three Year Plan is being presented to the Akaroa/Wairewa Community Board under Deputations.

MINUTES OF MEETING OF STANLEY PARK RESERVE MANAGEMENT COMMITTEE 14TH MARCH 2013
HELD AT THE AKAROA YACHT CLUB AT 0900

Present: Rod Naish (Chair), Elizabeth and Peter Haylock, Enid Gillanders, Laurie Richards, Kit Grigg

Apologies: Robyn Grigg

Minutes of 20.9.12: were read and confirmed.

Matters Arising: Need to finish chipping of cut scrub. Rod to contact Mark Bryan to provide chipper for May. Contact Ian Jackson to inform him of timing and seek funding required to finish the job. Elizabeth reported on the 'CSR' request for work on the 'Bercusson Reserve' area. Walnut tree was removed but names of adjacent landowners need to be compiled so they can be informed by CCC of the need to remove trees over the boundary. Liz to approach CCC to instigate a further 'CSR' to undertake clearance. Peter has mown as much as practical along the area under discussion.

Correspondence: A letter from CCC answering our query as to what was happening to the boundary with the Ngai Tahu property. No action is likely on the proposed landscaping as subdivision plans appear to be on hold.

It was agreed that we request that the boundary fence damaged during the removal of eucalypts should be replaced by Ngai Tahu as owners responsible for the damage.

Access from Beach Road: It was suggested that Suky Thompson be made aware of the continued use of the old concrete steps leading up to the kissing-gate. They should be fenced off to avoid confusion with the approved access to Stanley Park further along. Also seek opinion from Suky as to the acceptable gradient for the newly-gravelled track.

Fencing: It was MOVED by Elizabeth that a quote of \$8,140.73 from Guy Johnson for 226 metre internal fence, as shown within the upper area 'D' of the Park Plan, be accepted. *Carried.* This would obviate the need for repairs to the southern boundary fence. The quote also includes repairs to the road fence along 'Bercusson' entrance and replacement of stile by a kissing-gate.

General:

The Chairman thanked Elizabeth for her attendance and subsequent report on the Reserve Management Committee Protocol Forum. Carried by acclamation.

As the Hearing of the Park Plan was originally put down for March, Kit was asked to contact Delia Walker, Parks and Reserves Planner for CCC, as to the proposed date of hearing.

Enid raised the need for action on the continuing dumping of rubbish into the Park by neighbouring property owners. Also the need for removal of invasive garden plants thrown over the fences.

Meeting Dates 2013: June 20th ;
September 19th ;
November 7th AGM and Triennial Elections,
all meetings to be held at the Akaroa Yacht Club

Meeting closed at 10.08am.

9. APPLICATION TO AKAROA/WAIREWA COMMUNITY BOARD 2012/13 DISCRETIONARY RESPONSE FUND - NEW ZEALAND COMMUNITY BOARDS' CONFERENCE 2013

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

PURPOSE OF REPORT

1. The purpose of this report is to seek approval for funding from the Akaroa/Wairewa Discretionary Response Fund (DRF) to allow four Akaroa/Wairewa Community Board members to attend the 2013 New Zealand Community Boards Conference in Wanaka on 9 to 11 May 2013.

EXECUTIVE SUMMARY

2. The Board at its meeting on 20 February 2013, resolved the following:

To approve the attendance of up to four Board members to the 2013 New Zealand Local Boards and Community Boards Conference in Wanaka from 9 to 11 May 2013, with members agreeing to cover their own transport costs to and from the conference.

3. Bookings have been made at the *Earlybird* rate for Board members Graham, Hickey, Morgan and Richardson to attend the conference, and accommodation arrangements have been confirmed. Even with members covering their own travel costs, there is a shortfall in funding of \$1,120 for attendance by the four Board members.
4. In 2012/13, the total budget available for allocation in the Akaroa/Wairewa Discretionary Response Fund is \$12,799. The Discretionary Response Fund opens each year on 1 July and closes on 30 June the following year, or when all funds are expended.
5. The purpose of the Fund is to assist community groups where the project and funding request falls outside other Council funding criteria and/or closing dates. This fund is also for emergency funding for unforeseen situations.
6. At the Council meeting of 22 April 2010, Council resolved to change the criteria and delegations around the local Discretionary Response Fund.
7. The change in criteria limited the items that the local Discretionary Response Fund does not cover to only:
 - (a) Legal challenges or Environment Court challenges against the Council, Council Controlled Organisations or Community Boards decisions;
 - (b) Projects or initiatives that change the scope of a Council project; and
 - (c) Projects or initiatives that will lead to ongoing operational costs to the Council.

Council also made a note that: *"Community Boards can recommend to the Council for consideration grants under (b) and (c)."*

8. Based on this criteria, partial funding to cover members conference attendance costs would be eligible for funding.

FINANCIAL IMPLICATIONS

9. The total cost for attendance by the four Board members is \$5,670. Of this \$4,550 can be covered from the conference and training operational budgets, leaving a shortfall of \$1,120.
10. There is currently \$4,858 remaining in the Board's 2012/13 Discretionary Response Fund.

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

11. Yes, provision for elected member training is made in the LTCCP, specifically under the Elected Member Representation activity.
12. Yes, see page 184 of the LTCCP regarding community grants schemes including Board funding.

LEGAL CONSIDERATIONS

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

13. Yes, there are no legal implications.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

14. Not applicable.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

15. Not applicable.

CONSULTATION FULFILMENT

16. Not applicable.

STAFF RECOMMENDATION

That the Board give consideration to funding up to \$1,120 from its 2012/13 Discretionary Response Fund to cover part of the costs for Board members to attend the 2013 New Zealand Community Boards' Conference in Wanaka on 9 to 11 May 2013.

10. APPLICATION TO AKAROA/WAIREWA COMMUNITY BOARD 2012/13 DISCRETIONARY RESPONSE FUND – OKAINS BAY MAORI AND COLONIAL MUSEUM

General Manager responsible:	General Manager Community Services Group, DDI 941 8607
Officer responsible:	Community Support Unit Manager
Assessment undertaken by:	Sue Grimwood, Strengthening Communities Adviser

PURPOSE OF REPORT

1. The purpose of this report is for the Akaroa/Wairewa Community Board to consider an application for funding from its 2012/13 Discretionary Response Fund from Okains Bay Maori and Colonial Museum for \$5,000 for insurance costs.

EXECUTIVE SUMMARY

2. In 2012/13, the total budget available for allocation in the Akaroa/Wairewa Discretionary Response Fund is \$12,799. The Discretionary Response Fund opens each year on 1 July and closes on 30 June the following year, or when all funds are expended.
3. The purpose of the Fund is to assist community groups where the project and funding request falls outside other council funding criteria and/or closing dates. This fund is also for emergency funding for unforeseen situations.
4. At the Council meeting of 22 April 2010, Council resolved to change the criteria and delegations around the local Discretionary Response Fund.
5. The change in criteria limited the items that the local Discretionary Response Fund does not cover to only:
 - (a) Legal challenges or Environment Court challenges against the Council, Council Controlled Organisations or Community Boards decisions;
 - (b) Projects or initiatives that change the scope of a Council project; and
 - (c) Projects or initiatives that will lead to ongoing operational costs to the Council.

Council also made a note that: "*Community Boards can recommend to the Council for consideration grants under (b) and (c).*"
6. Based on this criteria, the application from Okains Bay Maori and Colonial Museum for insurance costs is eligible for funding.
7. Detailed information on the application and staff comments are included in the attached Decision Matrix. (**Attached**)

FINANCIAL IMPLICATIONS

8. There is currently \$4,858 remaining in the Board's 2012/13 Discretionary Response Fund.

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

9. Yes, see page 184 of the LTCCP regarding community grants schemes including Board funding

LEGAL CONSIDERATIONS

10. There are no legal considerations.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

11. Aligns with LTCCP and Activity Management Plans, page 172 and 176

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

12. Yes, see LTCCP pages 176 and 177 regarding community grants schemes, including Board funding.

ALIGNMENT WITH STRATEGIES

13. Refer to the attached Decision Matrix.

CONSULTATION FULFILMENT

14. Not applicable.

STAFF RECOMMENDATION

That the Board approve a grant of \$4,000 from its 2012/13 Discretionary Response Fund to the Okains Bay Maori and Colonial Museum towards insurance costs.

2012-13 DRF AKAROA/WAIREWA DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00044878	Organisation Name	Project Name and Description	Total Cost	Contribution sought towards	Staff Recommendation	Priority
	Okains Bay Maori and Colonial Museum	<p>Okains Bay Museum Insurance and Security</p> <p>This is an application for funding assistance towards the 31% increase in costs of insurance for the Museum and its buildings.</p>	<p>\$27,700</p> <p>\$ Requested</p> <p>\$ 5,000</p> <p>(18% requested)</p>	<p>The increased cost of providing insurance for the Museum's buildings - \$5,000.00</p>	<p>\$ 4,000</p> <p>That the Akaroa/Wairewa Community Board makes a grant of \$4,000 from its 2012/13 Discretionary Response Fund to the Okains Bay Maori and Colonial Museum towards the cost of insurance of the buildings.</p>	2

ORGANISATION DETAILS

Service Base: Okains Bay, Banks Peninsula
 Legal Status: Charitable Trust
 Established: 6/02/1977
 Target groups: All age groups, families, school groups, Maori, visitors
 Number of participants: 8,000
 Volunteer hours: 76

ALIGNMENT WITH COUNCIL STRATEGIES

- Strengthening Communities Strategy
- Arts Policy
- Board Objective: To promote participation of Banks Peninsula residents in recreation and cultural events/programmes

CCC Funding History

2012/13 - \$25,000 (Custodians Wages) SCF Met
 2012/13 - \$600 (Maori Costumes) DRF A/W
 2012/13 - \$10,000 (MOU between BPDC and CCC)
 2011/12 - \$25,000 (Custodians Wages) SCF Met
 2011/12 - \$10,000 (MOU between BPDC and CCC)
 2010/11 - \$25,000 (Custodians Wages) SCF Met
 2010/11 - \$10,000 (MOU between BPDC and CCC)

Other Sources of Funding (this project only)

None for this project.

Staff Assessment

The Maori and Colonial collection at the Okains Bay Museum is of immense value, with significant heritage value, to New Zealand. The Museum was awarded the Christchurch City Council Heritage Tourism Award. The collection itself although very valuable is not insurable, only the buildings which house them.

There is a robust security system installed at considerable cost by the Trust which provides protection for the taonga and the collection.

The Museum Board has had an unexpected increase in insurance costs of 31% for this current financial year which was not projected in the Trust's forward financial planning. Insurance costs are now \$27,700 per annum.

Lack of funding available to meet the insurance costs has been compounded by the cancellation of the 'Renaissance' Tours from cruise ships which were estimated to bring in additional revenue from 500 visitors, based on previous years figures. Last year these tours provided a significant part of the Museum's projected income. Overall visitor numbers have not yet returned to pre-earthquake figures.

The Museum Board is relying on income from visitors each month to enable monthly installments to be made on the insurance costs.

11. APPLICATION TO AKAROA/WAIREWA COMMUNITY BOARD 2012/13 DISCRETIONARY RESPONSE FUND – YOUTH DEVELOPMENT SCHEME FOR MOSES BYGATE-SMITH

General Manager responsible:	General Manager, Community Support DDI 941 8607
Officer responsible:	Unit Manager Community Support Unit
Author:	Sue Grimwood Strengthening Communities Advisor

PURPOSE OF REPORT

1. The purpose of this report is to present a request for funding from Moses Bygate-Smith to the Akaroa/Wairewa Community Board from its 2012/13 Discretionary Response Fund - Youth Development Scheme.
2. There is currently a balance of \$4,858 remaining in the Board's Discretionary Response Fund. There is one other active application for \$5,000 to be presented at the Board's April meeting.

EXECUTIVE SUMMARY

3. The Akaroa/Wairewa Community Board has not established a specific Youth Development Fund, preferring to consider any applications for Youth Development from the Board's Discretionary Response Fund. In 2012/13 the total pool available for allocation for the Discretionary Response Fund is \$12,799.
4. The purpose of the fund is to assist 12-20 year old individuals by supporting and providing some financial assistance towards activities which will provide personal development and growth and/or representation at events. These may include programmes such as providing leadership training, career development, extra curricular educational opportunities, and selection to represent a school or community team at a local, national or international event or competition.
5. Criteria for the Akaroa/Wairewa Youth Development Scheme include:
 - (a) Projects must have obvious benefits for the young person and if possible the wider community;
 - (b) Only one successful application per project per applicant each year;
 - (c) Applicants should be undertaking other fundraising activities and not relying solely on Community Board support.
6. Moses, a year ten student at Akaroa Area School, has been selected as a member of the Canterbury Ice Hockey team's trip to an international tournament in Aldergrove, Canada.
7. Moses has been playing ice hockey for eight years and has been in the under 13 and under 16 representative squad, playing right wing defence. He has also been selected for the under 19 New Zealand development squad.
8. In 2011 Moses was a representative in the Canterbury team attending the International Ice Hockey Tournament in Vancouver. He actively participates in both summer and winter programmes travelling to Christchurch three times a week for practises and games.
9. He indicated on his application that he enjoys ice hockey and is aiming for a leadership role in this tournament. Moses will be leading the haka for his team.
10. His other interests are varied including scootering, recently attending the New Zealand nationals as a representative of a professional team; video editing; listening to music; and he also enjoys swimming and running.
11. Moses is very aware that he will be representing his school, his community and New Zealand while overseas and feels proud and lucky to have the opportunity to go on this sports trip enabling him to gain new experiences, experiencing different cultures and developing his skills further as he aspires towards his ambition to become a member of the New Zealand Ice Hockey team in the future.
12. References are supportive of Moses attending this tournament. He shows commitment to his sport, good skill development, passion and is worthy of being part of the Canterbury team and to take part in an international tournament.

FINANCIAL IMPLICATIONS

13. There is currently \$4,858 in the Board’s Discretionary Response Fund. It will cost Moses \$4,500 for his trip to Canada.

Income	Expenditure
Fundraising and jobs at home -	Airfares \$2,400
Family support for the project -	Travel Insurance \$200
	Registration \$40
	Los Angeles Accommodation \$400
	Team uniform \$310
	Player uniform \$170
	Gear Bag and sundry bags \$350
	Ice time per person \$146
	Other Associated costs \$364
	Team swap gifts, on-ice pins \$120
Total <i>amount not confirmed</i>	\$4,500

Do the recommendations of this report align with 2009-19 LTP budgets?

14. Yes page 184.

LEGAL CONSIDERATIONS

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

15. Yes, there are no legal implications.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

16. Aligns with LTP and Activity management Plans pages 172 and 176.

Do the recommendations of this report support a level of service or project in the 2009-19 LTP?

17. Yes Strengthening Communities page 172 (2009-19 LTP).

ALIGNMENT WITH STRATEGIES

18. This application meets the following Council Community Grants Funding Outcomes:
- Increase participation in and awareness of community, recreation, sports, arts, heritage and environment groups.
 - Foster collaborative responses to areas of identified need.
 - Reduce or overcome barriers to participation.

It also helps to meet the following Board Objective:

- Promoting the participation of Banks Peninsula residents in recreation and cultural events/programmes.

Do the recommendations align with the council’s strategies?

19. Strengthening Communities Strategy.
Youth Strategy and Policy.

CONSULTATION FULFILMENT

20. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Community Board makes a grant of \$300 from its 2012/13 Discretionary Response Fund to Mose Bygate-Smith towards the cost of his trip to an international ice hockey tournament in Aldergrove, Canada.

12. BRIEFINGS

13. COMMUNITY BOARD ADVISERS UPDATE

13.1 BOARD FUNDING BALANCES

A copy of the Board's 2012/2013 funding balances as at 17 April 2013, is **attached** for members' information.

13.2 LOCAL EARTHQUAKE RECOVERY CO-ORDINATION (LERC)

The Community Board Adviser will update the Board.

13.3 MARCH 2013 UPDATE ON LOCAL CAPITAL PROJECTS AND STRONGER CHRISTCHURCH INFRASTRUCTURE REBUILD TEAM UPDATE

The March 2013 update on Local Capital Projects will be circulated directly to Board members, along with an update from the Stronger Christchurch Infrastructure Rebuild Team (SCIRT).

ATTACHMENT TO CLAUSE 13.1

Codes	Akaroa-Wairewa Discretionary Response Fund (as at 17 April 2013)		Board Approval
	Discretionary Response Fund - 2012/2013 allocation	12,799.00	
	Carried Forward 2010/2011 projects that did not proceed (EQ related)	0.00	
	Additional Credit – Former Reserves Discretionary Fund	21,743.00	
	Total 2012/2013	34,542.00	
461/124/9/	Allocations made		
1	Okains Bay Maori and Colonial Museum - Maori costumes for Okains Bay School children	600.00	18/07/12
2	Holdyn Skinner – Jazz Bank Trip north of South Island	300.00	15/08/12
3	Matthew Dickie – Competing at the Beef and Lamb National Competition in Auckland	300.00	15/08/12
4	Akaroa Area School – Akaroa 2012 CASAfest	3,800.00	15/08/12
5	Akaroa and Bays Civil Defence – First Aid Training Course	1,700.00	19/09/12
6	Garden of Tane Reserve Management Committee - Initial Operating Costs	500.00	19/09/12
7	Lisa Pirika - Travel costs to Wellington pre World Art Games	300.00	17/10/12
8	Akaroa/Wairewa Community Board – Christmas packs for the Elderly	480.00	14/11/12
9	Akaroa District Promotions – Familiarisation Visit to Auckland and Kerikeri	500.00	12/12/12
10	Akaroa/Wairewa Community Board – Conference Attendance - pending	1,120.00	17/04/13
11	Okains Bay Maori and Colonial Museum – Insurance Costs – pending	4,000.00	17/04/13
12	Moses Bygate-Smith - Hockey Tournament, Canada – pending	300.00	17/04/13
13			
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	Discretionary Response Funds Allocated	13,900.00	
	TOTAL: Akaroa/Wairewa Discretionary Response Fund Unallocated	20,642.00	
	Youth Development Fund - Opening Balance allocation from SCF	0	
	Allocations made		
	Youth Development Fund Balance - Available for allocation	0	
	TOTAL: Akaroa/Wairewa Youth Development Fund Unallocated	0	

14. ELECTED MEMBERS INFORMATION EXCHANGE

15. QUESTIONS UNDER STANDING ORDERS