

AKAROA/WAIREWA COMMUNITY BOARD AGENDA

WEDNESDAY 17 JULY 2013

AT 9.30 AM

**IN THE BOARD ROOM, LITTLE RIVER SERVICE CENTRE
4238 CHRISTCHURCH-AKAROA ROAD, LITTLE RIVER**

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

Community Board Adviser

Liz Carter

Phone 941 5682 DDI

Email: liz.carter@ccc.govt.co.nz

PART A - MATTERS REQUIRING A COUNCIL DECISION

PART B - REPORTS FOR INFORMATION

PART C - DELEGATED DECISIONS

INDEX

PART C	1.	APOLOGIES	3
PART C	2.	CONFIRMATION OF MEETING MINUTES	3 - 9
	2.1	Ordinary Meeting – 27 June 2013	
PART B	3.	DEPUTATIONS BY APPOINTMENT	10
	3.1	Alison Evans	10
PART B	4.	PRESENTATION OF PETITIONS	10
PART B	5.	NOTICES OF MOTION	10
PART B	6.	CORRESPONDENCE	10
PART B	7.	RESERVE MANAGEMENT COMMITTEES	10
	7.1	Awa-iti Reserve Management Committee – 6 June 2013	11 – 12
	7.2	Garden of Tane Reserve Management Committee – 28 May 2013	13 – 14
	7.3	Duvauchelle Reserve Management Committee – 10 June 2013	15 – 16
PART B	8.	AKAROA MUSEUM ADVISORY COMMITTEE – 24 JUNE 2013	17 – 18
PART C	9.	APPLICATION TO AKAROA/WAIREWA COMMUNITY BOARD 2013/14 DISCRETIONARY RESPONSE FUND	19 - 22

We're on the Web!

www.ccc.govt.nz/Council/Agendas/

PART B	10.	BRIEFINGS	23
	10.1	Transport Safety Manager	
PART B	11.	COMMUNITY BOARD ADVISER'S UPDATE	23
	11.1	Board Funding Balances	24 – 25
	11.2	Local Earthquake Recovery Co-Ordination	
	11.3	June Update on Local Capital Projects and Stronger Christchurch Infrastructure Rebuild Team Update (SCIRT)	
	11.4	Submission to Local Alcohol Policy	26
PART B	12.	ELECTED MEMBERS INFORMATION EXCHANGE	27
PART B	13.	QUESTIONS UNDER STANDING ORDERS	27

1. APOLOGIES

2. CONFIRMATION OF MEETING MINUTES

2.1 Ordinary Board Meeting – 27 June 2013

The minutes of the Board's ordinary meeting of 27 June 2013 are **attached**.

STAFF RECOMMENDATION

That the minutes of the Board's ordinary meeting held on Thursday 27 June 2013 be confirmed.

**AKAROA/WAIREWA COMMUNITY BOARD
27 JUNE 2013**

**Minutes of a meeting of the Akaroa/Wairewa Community Board
held on Thursday 27 June 2013 at 9.40am in the
Akaroa Bowling Clubrooms, 42 Rue Jolie, Akaroa**

- PRESENT:** Pam Richardson (Chairman), Lyndon Graham, Leigh Hickey and Stewart Miller.
- APOLOGIES:** Apologies for absence were received and accepted from Bryan Morgan and Claudia Reid.

The Board reports that:

PART A – MATTERS REQUIRING A COUNCIL DECISION

1. BP MEATS SITE – POTENTIAL SHORT-TERM USES

The Board considered a report seeking its recommendation to the Council for the surrender of a Development Agreement between the former Banks Peninsula District Council (BPDC) and Purple Peak Developments Limited (PPDL) affecting the Council owned property located at 67 Rue Lavaud, Akaroa also known as the Banks Peninsula Meats site.

STAFF RECOMMENDATION

That the Council pass the following resolutions:

- (a) That approval is granted for the termination of the Development Agreement dated 24 March 2004 affecting the property at 67 Rue Lavaud, Akaroa, also known as the Banks Peninsula Meats Site between Purple Peak Developments Limited and Council.
- (b) That the Corporate Support Unit Manager is delegated authority to do all things necessary to give effect to the termination and surrender.

BOARD CONSIDERATION

The Board supported the report as presented and requested that the Council liaise with the Board, if it received suggestions for the future use of the site.

BOARD RECOMMENDATION

That the staff recommendation be adopted.

The report and accompanying recommendations from the Board were submitted to the Council meeting on 25 July 2013 by way of a Chairman's Report.

2. LAND EXCHANGE AND CLASSIFICATION OF RESERVE

The Board considered a report regarding land exchange and classification of reserve.

STAFF RECOMMENDATION

It is recommended that the Council:

- (a) Request the Minister of Conservation pursuant to Section 16 (1) of the Reserves Act 1977 to change the purpose from site for a Road Board office and classify as scenic reserve under Section 19 (1)(a) of the Reserves Act 1977 that land situated at 207 Kaituna Valley Road,

2 Cont'd

Kaituna, containing 15.2721 hectares being Sections 1, 2 and 3 Survey Office Plan 455600 and being part of the land comprised in Computer Freehold Registers CB32A/195 and CB26A/26.

Please refer to Clause 2 (cont'd) in Part C of these minutes for a decision made under delegated authority to approve the exchange of land.

BOARD CONSIDERATION

The Board commended staff for the initiative taken to propose this land exchange, which members believe will benefit the biodiversity values of Te Waihora/Ellesmere.

BOARD RECOMMENDATION

That the staff recommendation be adopted.

The report and accompanying recommendations from the Board were submitted to the Council meeting on 25 July 2013 by way of a Chairman's Report.

PART B – REPORTS FOR INFORMATION

3. DEPUTATIONS BY APPOINTMENT

3.1 ROGER WOODS AND NICOLA SALMOND – FLETCHER EQR (EARTHQUAKE RECOVERY) AKAROA HUB

Roger Woods, the Banks Peninsula Hub Manager for Fletcher EQR and Nicola Salmond (Community Liaison Officer) updated the Board on progress with earthquake repairs for the Akaroa/Wairewa area and other recent issues, including the introduction of a complaints system which involves a specialist team set up to resolve long-standing complaints.

3.2 HOLLIE HOLLANDER – AKAROA DISTRICT PROMOTIONS (ADP)

The scheduled deputation did not attend in relation to this item.

3.3 VICTORIA ANDREWS

Ms Andrews addressed the Board regarding the timing of the Community Facilities Update session for Akaroa/Wairewa that was scheduled during the day, which she thought would make it difficult for many members of the public to attend. She suggested that an early evening or Saturday session may be more suitable for the majority of community members.

The Board noted that the timing for the upcoming session had been set to take into account people attending from Little River and the outer bays, but **requested** that staff consult with the Board prior to scheduling future Community Facilities Update sessions.

3.4 MELANY TAINUI

Melany Tainui addressed the Board and outlined her role as a Health Promoter with He Waka Tapu. She reported on an upcoming youth focused project aimed at strengthening the community to promote zero tolerance to bullying, which will be held at the Onuku Marae. She gave an overview of the project which is being organised by He Waka Tapu and the Ōnuku Rūnanga.

3 Cont'd

3.5 LYNNE ALEXANDER

Lynne Alexander addressed the Board on the recent flooding in Grehan Valley. She informed the Board that Woodills Track which crosses part of her property would now be closed as she was intending to remove the bridge which had been damaged during the recent flooding. If a new bridge was built she suggested it should only be used during spring and summer and removed over the winter months.

The Board **requested** that staff instigate a Community Board workshop with stakeholders, including local landowners, Environment Canterbury, Council staff and representatives from the Banks Peninsula Water Management Zone Committee, to consider a joint approach to addressing flooding issues in Grehan Valley, and the Akaroa township.

2. PRESENTATION OF PETITIONS

Nil.

3. NOTICES OF MOTIONS

Nil.

4. CORRESPONDENCE

4.1 VINCE BURKE

Correspondence was tabled from Mr Vince Burke who had written to the Board on the following matters:

- street light – corner of Poranui Beach Road and Christchurch/Akaroa Highway
- Hillview Road, Birdlings Flat
- Poranui Beach Road, Birdlings Flat – car park.

The Board **received** the correspondence and **requested** that staff refer the street light issue to the New Zealand Transport Agency, and process the two roading issues through the Council's Customer Service Request system.

5. RESERVE MANAGEMENT COMMITTEES

5.1 PIGEON BAY RESERVE MANAGEMENT COMMITTEE

The Board **requested** that staff clarify what status the Pigeon Bay Camping Ground has under the Dog Control Policy in regards to the prohibition of dogs on reserves, as it was noted that a Committee could not make a local rule that was contrary to that Policy.

5.2 DUVAUCHELLE RESERVE MANAGEMENT COMMITTEE

The Board **requested** that the Committee be asked to detail any increase in fees and charges in the minutes of the meeting at which they were discussed.

5.3 AWA-ITI RESERVE MANAGEMENT COMMITTEE

- The Board **requested** that staff investigate the feasibility of disconnecting power to damaged buildings on reserves in order to reduce power costs when a building is unable to be utilised, after it was noted that the Committee was continuing to have to pay an electricity connection fee for the Coronation Library.

5 Cont'd

- The Board requested that the Committee be informed, that any maintenance and/or repairs to the Little River Memorial Gates must be authorised by Council staff because of the gates heritage status.
- The Board **requested** that staff explore the possibility of funding for picnic tables to be installed in the Awa-iti domain.

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

- Pigeon Bay Reserve Management Committee – 24 March 2013
- Duvauchelle Reserve Management Committee – 13 May 2013
- Okains Bay Reserve Management Committee – 9 April 2013
- Le Bons Bay Reserve Management Committee – 29 May 2013
- Awa-iti Reserve Management Committee – 14 March 2013

6. BRIEFINGS

6.1 TRANSPORT SAFETY MANAGER

The scheduled briefing did not attend in relation to this item.

7. COMMUNITY BOARD ADVISER'S UPDATE

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

8. ELECTED MEMBERS' INFORMATION EXCHANGE

Board members received information on various matters.

- **Seafield Road Seawall**
The Board was informed that part of the seawall on Seafield Road, Duvauchelle had collapsed in the recent storm and the Board **requested** that staff consider the following points in relation to this issue:
 - when the wall was repaired that it be done so in a manner that was sympathetic to the existing wall which was built in the early part of last century
 - that staff report on the integrity of the road which had been undermined
 - that staff provide information on whether all seawalls had been inspected following the storm.
- **Duvauchelle Footpath**
The Board was informed that the footpath from Seafield Road to Pawsons Valley Road, Duvauchelle was still in a poor condition and required maintenance.
- **Ōnuku Rūnanga**
The Board **requested** that staff write to Donna Tainui congratulating her on becoming the newly elected Chairperson of the Ōnuku Rūnanga.
- **Awa-iti Domain – Restricted Water Supply**
The Board **requested** that staff urgently investigate the water supply issue at the Awa-iti Domain following the installation of restrictors, which was resulting in a water shortage during high use days, such as on sports days and festivals, after the Board was informed that the Banks Peninsula District Council had made a special arrangement with the Awa-iti Reserve Management Committee in regard to water restrictors.

8 Cont'd

- **Land Lease - Duvauchelle Golf Club**

The Board **requested** that staff provide information on the details of a lease for a portion of land above the Akaroa Golf Course that was leased for grazing purposes.

9. QUESTIONS UNDER STANDING ORDERS

Nil.

PART C – DELEGATED DECISIONS

10. CONFIRMATION OF MEETING MINUTES – 22 May 2013

The Board **resolved** that the minutes of its ordinary meeting held on Wednesday 22 May 2013 be confirmed.

11. 2011/12 STRENGTHENING COMMUNITIES FUND END OF PROJECT ACCOUNTABILITY REPORTS

The Board considered a report which provided it with a summary of the end of year accountability report for projects that received funding from the Boards 2011/12 Strengthening Communities Fund (SCF).

The Board **resolved** to receive the information.

2. LAND EXCHANGE AND CLASSIFICATION OF RESERVE (CONT'D)

The Board considered a report seeking its approval to exchange land.

STAFF RECOMMENDATION

That the Board:

- (a) Approve the exchange of the land described in the First Schedule hereto being all Reserve 2581 held for site for Road Board offices, for the land described in the Second Schedule hereto and request the Minister of Conservation to gazette the exchange pursuant to Section 15 (1) of the Reserves Act 1977.

FIRST SCHEDULE

Area	Description
4.4046 hectares	Reserve 2581 being all the land comprised in Computer Freehold Register CB482/108

SECOND SCHEDULE

Area	Description
15.2721 hectares	Sections 1, 2 & 3 shown on Survey Office Plan 455600 and being part of the land comprised in Computer Freehold Registers CB32A/195 and CB26A/26

BOARD DECISION

The Board resolved that the staff recommendation be adopted.

Refer Part A Clause 2 with reference to (b) in Clause 12 that required a Council decision.

7. COMMUNITY BOARD ADVISERS' UPDATE - CONTINUED

7.1 AKAROA/WAIREWA DISCRETIONARY RESPONSE FUND

The Board received information, in the absence of a formal report, relating to unallocated Discretionary Response Funding totalling \$2,258. The Board was satisfied that it had sufficient information to allocate those funds.

The Board **resolved** to make the following allocations from its 2012/13 Discretionary Response Fund:

Christmas Packs for the Elderly	\$500.00
Christmas decorations and lighting	\$1,758.00

The meeting concluded at 12.35pm

CONFIRMED THIS 17TH DAY OF JULY 2013

**PAM RICHARDSON
CHAIRMAN**

3. DEPUTATIONS BY APPOINTMENT

2.1 Alison Evans

Alison Evans wishes to discuss two items with the Board:

- (a) Okuti Valley Stream enhancement
- (b) Development of a regional recreational park and environment centre.

4. PRESENTATION OF PETITIONS

5. NOTICES OF MOTION

6. CORRESPONDENCE

7. RESERVE MANAGEMENT COMMITTEES

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

- 7.1 Awa-iti Reserve Management Committee – 6 June 2013 (**attached**).
- 7.2 Garden of Tane Reserve Management Committee – 28 May 2013 (**attached**).
- 7.3 Duvauchelle Reserve Management Committee – 10 June 2013 (**attached**).

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

STAFF RECOMMENDATION

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

- Awa-iti Reserve Management Committee – 6 June 2013
- Garden of Tane Reserve Management Committee – 28 May 2013
- Duvauchelle Reserve Management Committee – 10 June 2013.

Awa-Iti Reserve Management Committee Meeting,
Thursday 6th June, 2013, 7.30pm Little River Hotel.

Present

Jonathan Palmer, Graeme Young, Christian Couper, Brian Hutchinson, John Boyles, Simon Fowler, Sheryl Stanbury, Susan Tulloch.

Apologies

None

Previous Meeting Minutes

Minutes from the last meeting (14th March) were proposed by Jonathan. An omission was pointed out by Sheryl about her concerns that she had asked to be raised at the previous meeting. As a result the following point was to be inserted:

“Jonathan has received numerous phone calls from Sheryl (Rugby Representative) regarding the water restrictor to the Combined Sporting Clubrooms. This was installed by CCC without consultation (to either a sporting group or the RMC) and is causing grave concerns regarding sufficient water availability during Domain events such as the Little River A & P Show, Pumpkin Festival or sporting events. The request is made to the Community Board for its removal until sufficient storage can be installed and the situation resolved.”

Proposed by Sheryl, seconded by Graeme, carried.

Matters Arising

• **Memorial Gates/Coronation Library**

Following previous discussions on the ongoing and increasingly unaffordable costs of maintaining the electric supply to the Coronation Library. Jonathan proposed that we go ahead and disconnect the power supply, seconded Simon, carried. This will also disconnect the supply to the light above the Memorial Gates. Alternative forms of lighting for this were suggested by Christian, including a small solar-powered light, but these options could be investigated at a later date. Simon will cancel the direct debit and initiate disconnection.

Graeme has contacted the RSA, who have no money at present and will not be able to contribute to the maintenance and remediation works for the Memorial Gates, which may now include an alternative form of lighting. The next options for funding these works are the Lotteries funding and the CCC discretionary Fund. Graeme will investigate these and report back to the RMC.

• **Fire Brigade**

This Committee's letter of support for the proposed climbing tower is still to be presented. However, the Fire Brigade is currently focusing their efforts on fundraising.

• **Picnic Tables**

Comment was made about the possible locations of picnic tables if made available by the Community Board. Felt they will need to concrete these tables into place for the purpose of public safety. Where these sites will be is a point needing to be carefully discussed.

• **Septic Tanks and Water Supply**

The Rugby Club has expressed concern that the septic tanks need to be emptied before next year. Sheryl will contact Charlie's Takeaways for an assessment and quote, and will notify Jonathan.

• **School Reserve**

There are three management options available to this committee with regard to the School Reserve: Sell; Exchange, or; Maintain the Status Quo.

The committee does not support the outright sale of this block at the present time.

Rather, Brian will ask the Show Committee about the block of land recently purchased next to the Domain. Might he be willing to consider a land swap, for example? One key issue would be finding land deemed suitable by DoC for a swap (their criteria might not be the same as the Little River Community).

The RMC felt the most beneficial option at the current time is to maintain the status quo. The current dilemma for the RMC is that the grazing income is the bulk source for funds and any other option eliminates this. However, the committee is highly conscious of the responsibility to investigate ways in which this block may be enjoyed by local and/or visiting user-groups. We will continue to actively consider this subject.

Simon has sent an invoice to the grazing licence holder. Jonathan suggested that Simon send a copy of the invoice to Ms Jardin of CCC. Simon will action this.

Finally on this topic, the committee acknowledges that the retention of the School Reserve also biases on paper the perspective that Little River is 'over-reserved', i.e., possessing a disproportionate amount of reserve land per head of rate-payers. However, selling remains the least favoured option, whilst the investigation of routes to a greater public benefit from this area remains the favoured option for this committee.

Correspondence

- **Banks Peninsula – Community Board Adviser**

Liz Carter has been keeping Jonathan informed of issues raised by other Reserve Management Committees throughout the District via a monthly letter. Copies were tabled at the meeting. Other RMC's have reported issues such as the fouling of reserves by dogs, and damage from go-carting or golfing. Fortunately, these challenges are not currently found on this Domain.

The Awa-Iti RMC wanted to thank Liz for providing this general information – nice to know what some of the other RMC's are having to deal with.

General Business

- **Shower Block**

Christian will contact Steven Gray regarding the residual works to be completed on the old derelict shower block and to report back at the next meeting.

Other Business

None

Financial Report

Simon reported the current balance of \$187.27. Payment for toilet cleaning is having to be deferred until some anticipated income is received.

Next Meeting

The next Committee meeting will be held on the 5th September 2013.

Meeting Ends 9.10pm

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

Held at Akaroa Sports Complex, 28 Rue Jolie, Akaroa, on Tuesday 28 May 2013 at 5.30 pm.
(Draft for confirmation at next meeting)

Present: Leigh Hickey, John McIlroy, Suky Thompson (Chairperson), Alan Hemsley, Patsy Dart and Lynda Wallace

1. **Apologies:** Warwick Harris

2. **Minutes of previous meeting:** 26 March 2013
Moved that they be accepted, and that Warwick be thanked for his excellent minutes.
Thompson/Hickey

3. **Matters Arising:**

3.1 Submissions

Suky reported on her meeting with the Lions at the Gardens, who are still keen to help with some maintenance work.

She has also presented to the Akaroa/Wairewa Community Board, who were supportive of the Committee's submission to Council's LTP. During the Community Board presentation, she had asked about the feasibility of some of the surplus Stanley Park budget (\$50,000 over three years) being reallocated to the Garden of Tane – the request has been heard and noted. During the submission to Council, Bob Parker said supportive things.

3.2 Log Removal

Alan was thanked for his great work on the log removal, a delicate and precise operation. Suky had done the required H&S paperwork required by Council. The job received some good publicity in the Akaroa Mail.

3.3 Pest Monitoring

John reported on the results of the pest monitoring using wax tags. Of the 20 tags only one got chewed, so he advised that no further action is required right now.

Tunnels have been set for rats, mice and stoats, and John will be setting some traps for stoats soon. Discussed the need for signs to warn the public of the traps and it was agreed that two might be necessary – one at the playground entrance and one at the Beach Road entrance. Patsy will talk with the BP Conservation Trust about whether they might be able to help with signs, and also the CCC Park Ranger.

4. **Accounts payable**

It was resolved that the invoice from Peninsula Excavations, \$230 for the log removal, be approved for payment. Thompson/Hickey

It was also resolved that Alan Hemsley be granted permission to purchase 4 litres of paint for the gate and to be reimbursed for the purchase.
Dart/Thompson

5. **Correspondence:** none

6. **General Business**

6.1 Thanks to Bernie Reid

Suky will send a card and some chocolates to Bernie Reid to thank him for his work on the steps near the big pine.

6.2 Working Bee with Lions

Agreed that the date for the working bee will be **Sunday 7th July**, with a wet weather alternative of the following Sunday 14th July. Will be from 9.30 or 10.00 until lunchtime around 12.30. Ian Jackson will be there to represent Council.

Work to do includes:

- Clear around bases of significant trees;
- Clear along main track to widen it where it is narrow;
- Leave periwinkle – Council can spray it.

Committee to bring some food for morning smoko.

It was agreed the committee should do a walk around prior to the working bee so all are clear about what needs to be done, including which trees need clearing around.

Date for this was set as **10am Sunday 30th June** with a wet weather alternative of 1pm on Monday 1st July.

There was a general discussion about planting Fern Gully and all agreed that it would not be too late to do something in August or September. By then we might have some money to purchase plants (Patsy offered to donate some).

Alan noted that we will need to get our hands on a good cadastral map of the Reserve, onto which we can overlay features.

7. Date of Next meeting

Tuesday 23 July, 5.30 pm

The meeting closed at 6.50 pm.

**Minutes of the Meeting of the Duvauchelle Reserves Management Committee
Held in the Duvauchelle Holiday Park, on Monday 10th June, 2013 at 7.30pm**

Welcome: Chairman Jacque McAndrew welcomed those present.

Present: Jacque McAndrew, Derek Moir, Brian Bremner, Dawn Turner
Warren Wisneski, Ken and Kaye Bramley and Lyndon Graham

Apologies: Chris Muirhead, Bruce Watts, Geoff Carter,

Motion: That the apologies be accepted. Dawn / Jacque Carried

Minutes: The May minutes had been circulated to Committee members.

Motion: That the Minutes be taken as read and accepted as a true and correct record.
Brian / Derek Carried

Matters Arising:

Brent's Fence: agreement has been reached on the spacing of the posts in the fence and the retaining wall. Richard Crow will do the excavations.

First Aid Training: Warren has now arranged for Ken & Kaye to take the courses after their holiday.

Pipers Valley planting: Jacque has consulted with DOC and chosen suitable indigenous grasses to put in the restored section along the east bank of the Pipers Valley Stream. The local iwi must give their approval before planting can start.

ADP Membership: This will be organised after 1 July.

Treasurer's Report: Dawn presented the Financial Statement for May and the expenses to date for June.

Motion: That the Financial Statement as presented be accepted and the expenditure approved.
Bruce/Jacque Carried

Correspondence:

Inward

PRC Painting	quote for painting Tourist Flat roof
Dr Richard Skinner	CCC Hazardous substances Test Licence
Community Board	agenda meeting 22 May
J & D Harrison	re permanent windbreak
M & T Halstead	relinquishing Site 18

Outward

John Evans	appreciation for service given to the Holiday Park over many years
Dr Richard Skinner	CCC correcting our address
Warehouse Stationery	application for business account

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

Discussion of correspondence:

Motion: That the PRC Painting quote to paint the Tourist Flat roof be accepted.
Dawn / Jacque Carried

Caretakers Report:

Electrical WOF: Only one to be completed. The camp Certificate of Verification has been received, Sam having fixed the one pillar that needed attention.

Storage Area: The area used for temporary storage of caravans is very wet except where some topsoil has been spread. Ken will get more topsoil for there during the summer.

Tourist Flat: inside painting completed. Outside will be done later when weather better. New carpet and vinyl are to be laid this week. Kaye has the curtains organised.

Pipers Valley willows: Trees on opposite bank blow across the stream in easterly winds, potentially damaging caravans. Letters are to be sent to the landowners concerned pointing out their responsibility and offering our co-operation in reducing the problem.

Holiday leave: Caretakers will be away 22 June to 7 July. John & Irene will manage the Holiday Park.

Resource Consent for Gas: This has been received. Still waiting for Hazardous Substances Certificate which is needed within one month to comply with Consent. No gas deliveries until we have it. Nick Gill available in one month. A second storage unit for the gas requires a concrete base and the local iwi must be given notice of this excavation. to comply with Council procedure

Health & Safety:

A family group were booked into Cabins 1 & 2 for the weekend. On Friday night a 16 year old male with muscular dystrophy was having difficulty breathing. The ambulance was called, Dr Knapp arrived and the problem was duly sorted.

General Business

1. Westpac Rescue Helicopter Donation: CCC revoked its ruling against us giving a donation to the Westpac Rescue helicopter fund. Dawn is to send \$100.00 donation and we will keep the Donation Box in the Office as well.
2. Duvauchelle Hall: CCC will be starting the hall repair in July and it should be finished in time for the Manchester Unity 's celebration of 160 years in Banks Peninsula. Lyn Graham will continue to encourage the Community Board to prioritise the hall repairs. Committee members are encouraged to attend the Facilities Rebuild Plan Programme Community Forum at the Rec Centre 2.30 - 4 p.m. 10 July.
3. Alteration to Camp Rules. The Rules were discussed and alterations noted. The revised Rules will be tabled at the July meeting.
4. Seafield Road frontage: Warren will arrange for an appropriate CCC person to look at the hollow that needs drainage. If it was properly dealt with, the area could be used for visitor parking.
5. Power Usage: Warren told us of the power usage of appliances left on and paid for at the \$1 / day rate. He considers we will be out of pocket charging at this rate and will arrange for a specialist in power usage to contact Kaye.
6. Camp Mate Booking System: This is to be organised for all the camping grounds in the CCC area.

Meeting closed 9.20 pm

Next meeting will be held in the Duvauchelle Holiday Park at 7.30 pm. Monday 8th July 2013

8. AKAROA MUSEUM ADVISORY COMMITTEE – 24 JUNE 2013

General Manager responsible:	General Manager, Community Services DDI 941 8607
Officer responsible:	Akaroa Museum Director
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

The purpose of this report is to submit the outcomes of the Akaroa Museum Advisory Committee meeting held on Monday 24 June 2013.

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

Also in attendance was Lynda Wallace (Museum Director).

1. APOLOGIES

Apologies for absence were received and accepted from David Miller and Leigh Hickey. An apology for lateness was also received and accepted from Meri Robinson (2.35pm) who was not in attendance for Clause 2.

2. MINUTES OF PREVIOUS MEETING

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

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:

- Cruise Ship Survey – favourable feedback on the Museum
- Staff visits to local school proved to be successful.
- Exhibitions – *Horomaka* - the re-opening exhibition will take place on Friday 12 July 2013.
- Community Consultation – process outlined
- Collections
- Court House reopening and how best to accommodate use of space
- Upcoming events.

The Chairman thanked the Museum Director for her comprehensive and detailed report.

The Committee **received** the report.

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

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

The Committee asked that the list of completed Oral History interviews be presented to the Committee's September meeting.

The Committee **received** the report.

5. CORRESPONDENCE

5.1 Akaroa Museum Advisory Committee - Acknowledgement of Akaroa Museum

Members were informed that a letter had been written to the Art Gallery Director, on behalf of the Committee, which acknowledged the work being undertaken by Museum staff, promoting the Museum, during its closure.

6. COMMUNITY BOARD ADVISER'S UPDATE

6.1 Staff Support – 25 March 2013 Meeting

The Committee acknowledged the support of Edwina Cordwell, Community Board Adviser who attended the March meeting in the absence of the Akaroa/Wairewa Community Board Adviser.

7. COMMITTEE MEMBERS' EXCHANGE OF INFORMATION

Committee members received information on various matters.

- **Onuku Runanga Consultation on Exhibitions and Re-opening Ceremony**
Ms Robinson agreed to ask the Onuku Runanga for its input into future exhibitions and for a representative to carry out the karakia at the re-opening of the Museum on Friday 12 July 2013 at 2pm.

8. NEXT MEETING

Monday 23 September 2013 commencing at 2.30pm.

The meeting closed at 3.15pm

STAFF RECOMMENDATION

That the minutes of the Akaroa Museum Advisory Committee meetings held on Monday 24 June 2013 be received.

9. APPLICATION TO AKAROA/WAIREWA COMMUNITY BOARD 2013/14 DISCRETIONARY RESPONSE FUND

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 two applications for funding from its 2013/14 Discretionary Response Fund from:
 - (a) Little River Craft Station Inc for \$910 for Kidsfest Holiday Programme 2013.
 - (b) Akaroa District Promotions Inc for \$1,284 for earthquake relief assistance.

EXECUTIVE SUMMARY

2. Budget provision is in the LTCCP and is currently under review in the 2013/14 Annual Plan. 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 applications listed above are eligible for funding.
7. Detailed information on the application and staff comments are included in the attached Decision Matrix. (**Attachment 1**)

FINANCIAL IMPLICATIONS

8. Budget provision is in the LTCCP and is currently under review in the 2013/14 Annual Plan.

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

It is recommended that the Akaroa/Wairewa Community Board:

- (a) Approve a grant of \$800 from its 2013/4 Discretionary Response Fund to Little River Craft Station Incorporated towards Kidsfest Holiday Programme 2013.
- (b) Approve a grant of \$1,000 from its 2013/14 Discretionary Response Fund to Akaroa District Promotions Incorporated for earthquake relief assistance towards rent, power and venue hire.

2013-14 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.

00045599	Organisation Name	Project Name and Description	Project Details	Project Funding	Total Cost	Amount Requested	Staff Recommendation	Priority
	Little River Craft Station Incorporated	Kidsfest Holiday Programme 2013 To run a winter holiday craft programme over two weeks in July for primary school age children in the Little River area. There will be nine craft workshop sessions with the theme of 'reduce, reuse and recycle'. Tutors are experienced crafts people.	Staff: 0 Volunteers: 7 Volunteer hours: 30 Number of participants: 66 User fees: Maximum - \$292 in total	CCC funding history (this project only) 2012/13 - \$3,500 (part of New Beginnings funding) SCF Other sources of funding (this project only) User Fees	\$ 1,214	\$ 910 75% requested Contribution sought towards: Administration - \$250 Volunteers - \$450 Venue -\$60 Travel - \$100 Telephone/Internet - \$50	\$ 800 That the Akaroa/Wairewa Community Board makes a grant of \$800 to Little River Craft Station Incorporated towards the Kidsfest Holiday Programme 2013	2

Organisation Details

Service Base: Little River Railway Station, Main Road,
 Council Facility: Leases part of the Railway Station building from the Little River Railway Trust which in turn leases the building and environs from the Council.
 Legal Status: Incorporated Society
 Established: 1/01/1989
 Staff – paid: 0
 Staff – unpaid: 26
 Target groups: The wider Little River and Wairewa communities, artisans, local crafts people and visitors to the area.
 Networks: Little River/Wairewa Community Trust; Little River Primary School; Smaller Little River organisations
 Audited accounts: 31/03/2009

Organisation Description/Objectives:

To operate a retail outlet for the sale of craft work and local produce produced by members of the Cooperative and others.
 To produce and encourage arts and crafts and all forms of handwork in the Little River District and the wider community and to share talents and experience amongst members and the community.
 To undertake exhibitions, school activities, fairs, raffles, workshops, discussions on handcrafts for the benefit of members and the community. To be a source of information for local and travelling public.

CCC Funding History

2012/13 - \$ 3,500 (New Beginnings) SCF
 2011/12 - \$2,420 (Little River Heritage Walk) SCF

Alignment with Council Strategies and Board Objectives

- Strengthening Communities Strategy
 - Arts Strategy
- Board Objectives:
- 6. Improving range of recreational experiences in Banks Peninsula.
 - 7. Promoting participation of Banks Peninsula residents in recreational, cultural events/programmes

Alignment with Council Funding Outcomes

- Foster collaborative responses
- Reduce or overcome barriers
- Provide community based programmes
- Community participation and awareness
- Support, develop and promote capacity

How much will the project do? (Measures)

Provide nine interactive craft workshops for primary aged children in Little River.

How will participants be better off?

Local young people who will gain skills and recreational interests, social interaction and participation in local activities.

Staff Assessment

Little River Craft Station was incorporated in 2009 but has been operating as an informal organisation for a number of years. The original intention was to represent local arts and craft artisans and to provide a cooperative to manage a retail outlet from Little River Railway Station

Little River Craft Station, in conjunction with Kidsfest will be holding a winter holiday craft program for primary school age children in the Little River area.

There will be nine craft workshop sessions with the theme of 'reduce, reuse and recycle'. Workshops will be restricted in size to a maximum of eight children for each session and will encompass crafts such as collage, sewing, pom pom making, felt craft for girls, felt craft for boys, bead bracelets, herbal balms and dream catchers. The tutors are all experienced, local crafts people.

Last years 'trial' workshops were fully booked indicating a demand from local children to be involved. A nominal participant's fee to cover material costs will generate some revenue towards the overall expenses.

The Little River Craft Station has an application for Strengthening Communities funding towards both adults and children's craft work-shops however a decision on that funding will not be made until August, and will provide for the 2014 winter holiday programme.

Funding is required for the 2013 programme.

2013-14 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.

00045183	Organisation Name	Project Name and Description	Project Details	Project Funding	Total Cost	Amount Requested	Staff Recommendation	Priority
	Akaroa District Promotions Incorporated	<p>Earthquake Relief Assistance</p> <p>The Akaroa District Promotions seeks financial assistance towards the costs of rental and power incurred because of their earthquake relocation.</p> <p>The costs have not been budgeted for as it had been hoped that repairs to the Service Centre would have been completed and the organisation would have been able to return to the Service Centre.</p>	<p>Staff: 3</p> <p>Volunteers: 12</p> <p>Volunteer hours: 40</p> <p>Number of participants: 1,000</p> <p>User fees: N/A</p>	<p>CCC funding history (this project only)</p> <p>2011/12 - \$840 DRF</p> <p>Other sources of funding (this project only)</p> <p>none</p>	\$ 1,284	<p>\$ 1,284</p> <p>100% percentage requested</p> <p>Contribution sought towards:</p> <p>For 12 months: \$20 month rent - \$240 \$60 month power - \$720 \$27 month meeting venue - \$324</p>	\$ 1,000	2

Organisation Details

Service Base: Little River Toy Library, Rue Lavaud

Council Facility: Since the closure of the Akaroa Service Centre ADP has been occupying office space in the Akaroa Toy Library building.

Legal Status: Incorporated Society

Established: 14/07/1992

Staff – paid: 3

Staff – unpaid: 16

Target groups: The whole community

Networks: Christchurch and Canterbury Tourism , Akaroa Resource Collective Trust , Akaroa Information Centre.

Audited accounts: 30/06/2012

Organisation Description/Objectives:

Akaroa District Promotions (ADP) is responsible for the marketing and promotion of the Akaroa area, facilitation of events. The aim is to aid the growth of the economy in the Akaroa and Bays region by fostering the development of tourism activities and lobbying for the development and maintenance of necessary infra-structural services. They help to promote a spirit of community endeavour and service and to provide a lobby for the provision of essential tourism services, promoting the Akaroa district as a tourism destination and a link between Tourism and community.

CCC Funding History

2012/13 - \$500 (Cruise Famil) DRF
 2012/13 - \$7,000 (Events programme) SCF
 2011/12 - \$840 (Earthquake relocation costs) DRF
 2011/12 - \$2,250 (Events programme) SCF
 2010/11 - \$1,900 (Campervan brochure) SGF
 2010/11 - \$1,000 (Ellerslie Project) DRF
 2009/10 - \$2,000 (Ellerslie Project) DRF
 2008/09 - \$2,000 (Town Crier's wages) Mayors Fund

Alignment with Council Strategies and Board Objectives

- Strengthening Communities Strategy

Alignment with Council Funding Outcomes

- Foster collaborative responses
- Support, develop and promote capacity

How much will the project do? (Measures)

Meet financial commitments to the Toy Library for use of the facilities

How will participants be better off?

The ADP committee and staff

Staff Assessment

The Akaroa District Promotions (ADP) was established in 1982 originally to represent the business community of Akaroa. The organisation evolved and in 1992 expanded its focus to include not only business interests but those of the wider community with the understanding that tourism plays an integral part in the economic sustainability of Akaroa.

ADP markets and promotes Akaroa and districts and facilitates local events. They foster the development of tourism activities to aid the growth of the economy in the Akaroa and Bays region. The organisation helps promote a spirit of community endeavour and service and provides a lobby for the provision of essential tourism services promoting the Akaroa District as a tourism destination. The organisation is also a conduit between Tourism and the community.

Over the last four years the Executive Officer has played a major role in bringing the business and general community sectors together.

ADP had free use of office space upstairs in the Akaroa Service Centre until the buildings closure following a Detailed Engineering Evaluation in December 2011. As with many organisations affected by earthquake damage, relocation and co-location incur unexpected costs as facilities and expenses are shared.

The ADP Executive Officer is now using the main room in the Toy Library, (Council building), with the associated shared costs for power, telephone and rent. Meeting venue costs are an additional monthly expense.

Although the Toy Library pays only a peppercorn rental for the building the ADP has taken over space which was used for the Community Arts Council. This organisation paid the Toy Library \$20.00 a month for use of space. ADP using the space without payment would deprive the Toy Library of income which helps offset their expenses.

10. BRIEFINGS

10.1 TRANSPORT SAFETY MANAGER

Robyn Gardener, Transport Safety Manager, Road Corridor Operations, will introduce herself and her role, and report on some of the projects she is working on.

11. COMMUNITY BOARD ADVISERS UPDATE

11.1 BOARD FUNDING BALANCES

A copy of the Board's 2012//2013 End of Year funding balances, and a copy of the 2013/2014 sheet as at 17 July 2013 are **attached** for members' information.

11.2 LOCAL EARTHQUAKE RECOVERY CO-ORDINATION (LERC)

The Community Board Adviser will update the Board.

11.3 JUNE UPDATE ON LOCAL CAPITAL PROJECTS AND STRONGER CHRISTCHURCH INFRASTRUCTURE REBUILD TEAM UPDATE

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

11.4 SUBMISSION TO LOCAL ALCOHOL POLICY

Attached is the Board's final submission to the Council's Local Alcohol Policy, for formal ratification.

STAFF RECOMMENDATION

That the Board approve the final version of its submission to the Christchurch City Council Local Alcohol Policy.

ATTACHMENT TO CLAUSE 11.1

Codes	Akaroa/Wairewa Discretionary Response Fund		Board Approval
	Discretionary Response Fund - 2012/2013 allocation	12,799.00	
	Carried Forward 2011/2012 projects that did not proceed (EQ related)	59.00	
	Total 2012/2013	12,858.00	
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	Youth Development Fund - Holdyn Skinner	300.00	15/08/12
3	Youth Development Fund - Matthew Dickie	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	French Farm Aquatic Club – Christmas Event – declined	0	14/11/12
10	Akaroa District Promotions – Familiarisation Visit to Auckland and Kerikeri	500.00	12/12/12
11	Akaroa/Wairewa Community Board – Conference Attendance	1,720.00	17/04/13
12	Youth Development Fund - Moses Bygate-Smith	400.00	17/04/13
13	Akaroa/Wairewa Community Board - Christmas packs for the Elderly	500.00	27/06/13
14	Christmas Decorations and Lights	1,758.00	27/06/13
	Discretionary Response Funds Allocated	12,858.00	
	TOTAL: Akaroa/Wairewa Discretionary Response Fund Unallocated	0	

	Youth Development Fund	0	
	Allocations made		
1	Holdyn Skinner – Jazz Bank Trip north of South Island	300.00	15/08/12
2	Matthew Dickie – Competing at the Beef and Lamb National Competition in Auckland	300.00	15/08/13
3	Moses Bygate-Smith – Hockey Tournament, Canada	400.00	17/04/13
	Youth Development Fund Total Allocations	1,000.00	

Codes	Akaroa/Wairewa Discretionary Response Fund		Board Approval
	Discretionary Response Fund - 2013/2014 allocation	12,799.00	
	Carried Forward 2012/2013 projects that did not proceed (EQ related)	0	
	Total 2013/2014	12,799.00	
461/124/9/	Allocations made		
1	Little River Craft Station Inc. – Kidsfeast Holiday Programme - pending	800.00	
2	Akaroa District Promotions Inc. – Earthquake Relief Assistance - pending	1,000.00	
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
	Discretionary Response Funds Allocated	1,800.00	
	TOTAL: Akaroa/Wairewa Discretionary Response Fund Unallocated	10,999.00	

	Youth Development Fund	0	
	Allocations made		
1			
2			
3			
	Youth Development Fund Total Allocation	0	

	Akaroa/Wairewa Reserves Fund	21,743.00	
461/128/9	Allocations made		
1	Okains Bay Maori and Colonial Museum - Insurance Costs	4,000.00	
2			
3			
4			
	Akaroa/Wairewa Reserves Fund Allocated	4,000.00	
	Akaroa/Wairewa Reserves Fund Balance Unallocated	17,743.00	

SUBMISSION TO: Christchurch City Council

ON: Local Alcohol Policy

FROM: Akaroa/Wairewa Community Board

CONTACT: Pam Richardson
Chairman
Akaroa/Wairewa Community Board
Phone: (03) 3046825

INTRODUCTION

The Akaroa/Wairewa Community Board (the Board) appreciates being able to make this submission on the Council's Local Alcohol Policy (LAP). The Board also appreciates being consulted on local issues before the draft policy was developed.

The Board wishes to make comment and/or suggestions on the following specific issues:

Section 2.1	Hours for off-licences
<p>The Board believes that the closing time for off-licence sales should be extended to 10pm, perhaps just for specific areas, such as Akaroa which is a tourist town. Members feel towns such as Akaroa may have visitors arriving late who may wish to purchase alcohol later in the evening.</p>	

Section 2.4	Location of premises
<p>The Board is concerned that the LAP will preclude any further on-licences or off-licences for bottle stores or taverns, being issued in Banks Peninsula for areas that are outside the "Town Centre" zone. Under the operative Banks Peninsula District Plan, the only Town Centre zones are in Akaroa and Lyttelton. This ruling would therefore appear to preclude the issuing of a licence for any premises outside those areas – for example a winery which may be situated in a rural area, or a tavern in one of the smaller settlements.</p> <p>The Board suggests that allowance be made under the LAP for such licences to be issued on Banks Peninsula subject to resource consent, or some other appropriate process that would allow public input.</p>	

The Board would appreciate the opportunity to speak in support of its submission.



Pam Richardson
Chairman
Akaroa-Wairewa Community Board
1 July 2013

Community Board contact:

Liz Carter
Community Board Adviser
Akaroa Service Centre
78 Rue Lavaud
Akaroa
Phone: (03) 9415682
Email: liz.carter@ccc.govt.nz

12. ELECTED MEMBERS INFORMATION EXCHANGE

13. QUESTIONS UNDER STANDING ORDERS