

AKAROA/WAIREWA COMMUNITY BOARD AGENDA

WEDNESDAY 1 APRIL 2015

AT 9.30AM

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

Community Board: Pam Richardson (Chairman), Maria Bartlett, Lyndon Graham, Janis Haley, Bryan Morgan and Andrew Turner

Community Board Adviser

Liz Carter
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- PART A - MATTERS REQUIRING A COUNCIL DECISION
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1. APOLOGIES

2. DECLARATION OF INTEREST

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

3. CONFIRMATION OF MEETING MINUTES

3.1 Ordinary Board Meeting – 11 March 2015

The minutes of the Board's ordinary meeting held on Wednesday 11 March 2015 are **attached**.

STAFF RECOMMENDATION

That the minutes of the Board's ordinary meeting held on Wednesday 11 March 2015 be confirmed.

AKAROA/WAIREWA COMMUNITY BOARD
11 MARCH 2015

Minutes of a meeting of the Akaroa/Wairewa Community Board
held on Wednesday 11 March 2015 at 9.35am in the Boardroom,
Little River Service Centre, 4238 Christchurch-Akaroa Road, Little River

PRESENT: Pam Richardson (Chairman), Maria Bartlett, Lyndon Graham, Janis Haley, Bryan Morgan and Andrew Turner.

APOLOGIES: Apologies for early departure were received from Bryan Morgan who departed the meeting at 12.10pm and was not in attendance for Clause 10 and 11 and Andrew Turner who departed the meeting at 12.44pm and was not in attendance for part of Clause 10 and 11.

The Board reports that:

PART B – REPORTS FOR INFORMATION

1. DECLARATION OF INTEREST

There were no declarations of interest received.

2. DEPUTATIONS BY APPOINTMENT

2.1 FRIENDS OF THE AKAROA MUSEUM (FOAM)

David Miller, President of the Friends of the Akaroa Museum, addressed the Board regarding the integration of Council service operations in Akaroa and sought the Boards support on the following issues:

- (a) That FOAM be a part of any conversation regarding the future of the Akaroa Museum and any proposal to integrate other Council services with the Museum.
- (b) That consideration of integration of Council services be open and transparent with community consultation and input.

2.2 VICTORIA ANDREWS

Victoria Andrews, resident, read a presentation to the Board regarding the history and future of the Akaroa Service Centre building, formerly the Akaroa Post Office. She requested that the Community Board ensure that the Post Office building remain in Council ownership.

The Chairman thanked the deputations for attending and speaking to the Board.

The Board **resolved** to formally request an update from staff on the progress of the repair, and decisions on the future use, of the 1915 Akaroa Post Office building (Akaroa Service Centre).

The Board further **resolved** to request an update on any potential integration of Council services in Akaroa relating to the Akaroa Museum and other Council facilities.

Board members expressed frustration that this was an issue they had first requested information on in November 2014, but had not yet received any reply. It was noted that this was one of a number of issues where the Board had not received timely answers when seeking information from staff, with some requests on the Board's Resolution Tracker being over 18 months old.

3. PRESENTATION OF PETITIONS

Nil.

4. NOTICES OF MOTION

Nil.

5. CORRESPONDENCE

5.1 JOHN WILSON

John Wilson, a previous resident of Banks Peninsula, had written to the Board regarding the future use of the Akaroa Service Centre building.

The Board **received** the correspondence and requested that Mr Wilson be informed of the Boards decisions on this issue under the Deputations (clause 2) section of the meeting.

6. RESERVE MANAGEMENT COMMITTEES

6.1 RESERVE MANAGEMENT COMMITTEES ORDINARY MINUTES

6.1.1 Awa-iti Reserve Management Committee – Tennis/Netball Courts

The Board **requested** information from staff on any work that has been carried out or planned for the tennis/netball courts and any flood protection work that is planned for the Awa-iti Reserve.

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

- Awa-iti Reserve Management Committee – 11 September 2014
- Awa-iti Reserve Management Committee – 6 November 2014
- Okains Bay Reserve Management Committee – 9 December 2014

7. COMMUNITY ORGANISATIONS REPORTS

7.1 ORTON BRADLEY PARK BOARD – 1 DECEMBER 2014

The Board **received** the minutes of the Orton Bradley Park Board meeting held on Monday 1 December 2014.

8. BRIEFINGS

Nil.

9. COMMUNITY BOARD ADVISER'S UPDATE

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

- **Council Contractors**

The Board **requested** that a meeting be arranged for members with the Unit Manager Parks to discuss parks maintenance contracts.

10. ELECTED MEMBERS' INFORMATION EXCHANGE

Board members received information on various matters.

- **Representation Review**

The Board **requested** that a meeting be arranged with the Representation Review Working Party so that the Board Chairman and Councillor Turner could discuss options for the retention of a Banks Peninsula Ward. The Lyttelton/Mt Herbert Community Board Chairperson to also be invited to attend the meeting.

10 Cont'd

- **Akaroa and Duvauchelle Slipways**

The Board noted the receipt of a staff memorandum outlining the reasons why the channels approaching these slipways were not being maintained/dredged.

It was **decided** to request an on-site meeting with the appropriate staff to discuss the issue of why the channels approaching these slipways were not being maintained/dredged.

- **Duvauchelle Reserve Management Committee**

The Board was informed that the Duvauchelle Reserve Management Committee wished to erect two more cabins and had requested through the Board Liaison person, assistance from staff in dealing with relevant resource consent matters.

The Board **agreed** that there was a need for a joint meeting of all the Bank Peninsula Reserve Management Committees to explain a number of issues to the Committees.

- **Little River Property**

The Board **requested** information from staff on whether the buildings occupying a property on the Christchurch-Akaroa Road were compliant with building and resource management regulations, after members reported receiving enquiries from members of the public who were concerned that the occupants were not legally occupying the property.

- **Christchurch-Akaroa State Highway, Duvauchelle**

The Board **requested** confirmation from staff that the repairs to the slumped hillside at Ngaio Grove, Duvauchelle would still be proceeding to the original timeframe, after it was reported that residents had been informed this may not be the case.

- **Ataahua Reserve Management Committee – Kaituna Domain**

Board members noted that there was still no chain around the playing field at the Kaituna Domain.

- **Birdlings Flat – Causeway**

The Board expressed concern that actions appeared to be happening around the Birdlings Flat Causeway, but that no information on this had been supplied to the Community Board or the community.

- **Container Homes – Information Handout**

The Board noted receipt of a memorandum on containers being converted for dwellings and asked if that information was available in the form of a handout, or pamphlet or easily accessible on the Council website.

11. QUESTIONS UNDER STANDING ORDERS

Nil.

PART C – DELEGATED DECISIONS

12. CONFIRMATION OF MEETING MINUTES – 11 FEBRUARY 2015

The Board **resolved** that the minutes of its ordinary meeting held on Wednesday 11 February 2015 be confirmed.

13. LITTLE RIVER ISSUES WORKING PARTY

The Board considered a report seeking the establishment of a Community Board working party to progress implementation of the findings of the research paper: *Issues and Options for Little River – A Scoping Document*.

The Board **resolved** to establish a Little River Issues Working Party, as follows:

13.1 That the following three Board members be appointed to the Working Party:

- Pam Richardson
- Bryan Morgan
- Maria Bartlett

13.2 That the following three community representatives be appointed to the Working Party:

- Tori Peden
- Janet Reeves
- Mick O'Donnell

13.3 That the Wairewa Runanga be invited to provide a representative to the Little River Issues Working Party.

13.4 That the **attached** Terms of Reference be adopted for the Working Party.

14. AWA-ITI DOMAIN – LITTLE RIVER PUBLIC TOILETS

The Board considered a report seeking its approval for the location of a new Exaloo toilet to be situated next to the west wing of the rugby clubrooms at Awa-iti Domain.

STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Community Board approve the location of a new Exaloo two cubicle unisex toilet to be situated next to the south-west wing of the rugby clubrooms at Awa-iti Domain

BOARD RESOLUTION

The Board **resolved** to approve the location of a new Exaloo two cubicle unisex toilet to be situated next to the south-west wing of the rugby clubrooms at Awa-iti Domain, and that staff be requested to consult with the Awa-iti Reserve Management Committee regarding the final location and appearance/colour of the toilet.

The meeting concluded at 1.15pm

CONFIRMED THIS 1ST DAY OF APRIL 2015

**PAM RICHARDSON
CHAIRMAN**

**LITTLE RIVER ISSUES WORKING PARTY
TERMS OF REFERENCE
MARCH 2015**

NAME

Little River Issues Working Party

OBJECTIVE

To address the issues raised in the October 2014 Scoping Document for Little River.

STATUS

The Working Party will be a working party of the Akaroa/Wairewa Community Board.

COMPOSITION

- Three Akaroa/Wairewa Community Board members
- Three representatives from the Little River community including but not limited to:
 - The Little River Wairewa Community Trust
- A representative from the Wairewa Rūnanga

The Working Party may second others to assist for specific issues.

The Working Party will set a Schedule of Meetings.

TERM OF WORKING PARTY

The Working Party will exist for a term of six months with a review at five months to assess progress and the need to extend the term beyond six months.

AIMS AND FUNCTIONS

- To promote the development of a coordinated and integrated approach to the issues identified in Little River.
- To act as an advisory group to Council staff on matters relating to Little River.
- To discuss information and report on what may be achieved through submissions to the Long Term Plan and the District Plan Review.
- To promote the concept of an Area Plan for the district.
- To keep the local community involved and informed in the ongoing progress of the issues.
- Notes from the Working Party meetings to be circulated to the Akaroa/Wairewa Community Board.

4. DEPUTATIONS BY APPOINTMENT

4.1 Mike Norris

Mike Norris wishes to address the Board on the following topics:

- The future use of the historic Akaroa Post Office building
- Gaiety Hall repairs
- Wharves

4.2 Hollie Hollander and Darrin Rainbird – Akaroa District Promotions

Hollie Hollander and Darrin Rainbird wish to speak to the Board about the Akaroa Service Centre.

4.3 Hollie Hollander

Hollie Hollander will update the Board on the upcoming 175th Celebrations.

4.4 Leigh Hickey – Akaroa Area School

Leigh Hickey will update the Board on the Enviro Schools projects.

4.5 Dale Thomas

Dale Thomas would like to share progress in the repair of The Gaiety with the Board.

4.6 Suky Thompson - Garden of Tane Reserve Management Committee

Suky Thompson wishes to address the Board regarding the Garden of Tane Reserve Management Committee's submission to the Long Term Plan.

5. PRESENTATION OF PETITIONS

6. NOTICES OF MOTION

7. CORRESPONDENCE

7.1 Akaroa Civic Trust

Attached is a letter from the Akaroa Civic Trust regarding the Akaroa Design and Appearance Advisory Committee.

STAFF RECOMMENDATION

That the Board receive the correspondence and ask staff to reply to the questions raised therein.

AKAROA
CIVIC
TRUST

P.O. Box 43 Akaroa 7542
www.akaroacivictrust.co.nz

15 March 2015

Akaroa Wairewa Community Board
PO Box 73028
Christchurch 8154

Dear Community Board Representatives,

Re: Akaroa Design and Appearance Advisory Committee

The Civic Trust would appreciate an explanation regarding length of time it has taken to determine if the Akaroa Design and Advisory Committee will be reappointed or if a new urban design panel will be formed as a replacement.

We note the following from Community Board minutes dated from October 2013.

At an informal gathering on 18 October 2013, Board members discussed possible governance structures for the 2013/2016 term.

4. COMMENT

4.1 Akaroa Design & Appearance Advisory Committee

The Terms of Reference for this Committee (including its membership) are **attached** as Attachment 1. The Terms of Reference were reviewed and adopted in December 2010. Under the terms of reference the Committee continues undischarged until *“three months from the coming into office of the members of the community board, elected or appointed at, or following each triennial general election”*, which for this term is three months from 19 October 2013 – i.e. 19 January 2014.

The Board has expressed a wish to review the re-establishment of this Committee. It has been suggested that a panel, similar to the Christchurch Urban Design Panel, would be a better vehicle through which to address design issues in Akaroa, particularly in light of the tight timeframes that staff face in processing of resource consents.

Akaroa/Wairewa Community Board Agenda 19 December 2013

During the past 17 months letters have been written and deputations have been made to the Community Board in an effort to inform and speed up the process.

Our questions to the Community Board are

1. Does it normally this length of time for a staff report to be written and approved?
2. When will consultation with the community and interested parties such as the Akaroa Civic Trust take place? The Civic Trust has been involved with the Committee since its inception as part of the District Scheme in the early 1970's.
3. How are resource consent applications in Akaroa which involve design and appearance matters currently being assessed?

Thank you for consideration of this matter and we look forward to your response.

Kind regards,

Steve Lowndes, Chairman, Akaroa Civic Trust

8. RESERVE MANAGEMENT COMMITTEES

8.1 Reserve Management Committees Ordinary Minutes

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

- 8.1.1 Stanley Park Reserve Management Committee – 5 February 2015
- 8.1.2 Okains Bay Reserve Management Committee – 10 February 2015
- 8.1.3 Garden of Tane Reserve Management Committee – 17 February 2015
- 8.1.4 Awa-iti Reserve Management Committee – 5 February 2015
- 8.1.5 Duvauchelle Reserve Management Committee – 9 February 2015

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

STAFF RECOMMENDATION

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

STAFF RECOMMENDATION

That Steffan Kraberger be approved as a member of the Garden of Tane Reserve Management Committee.

**Minutes of Meeting of Stanley Park Reserve Management Committee
held at the Akaroa Yacht Club on the 5th February 2015 at 0930**

Present: Rod Naish (chairman), Enid Gillanders, Kit and Robyn Grigg and Lizzy Farthing (CCC Greenspace Projects)

Apologies: Peter and Elizabeth Haylock, Grant Ryan, and Laurie Richards.

Resignation: Laurie Richards tendered his resignation from the Committee primarily due to work commitment and the fact that he is largely domiciled in Willunga, South Australia. His resignation was accepted with regret.

Minutes of Meeting 4th December were taken as read.

Matters arising:

Trapping - after consultation with Phil Crutchley (CCC predator control officer), the placement of two stoat traps in the Park was approved. A possum trap would also be considered close to the French Village boundary. Kit to ACTION

Weather Station - a report on the placement of the existing weather station by Ian Jackson was to be presented to the next Community Board Meeting.

It was moved that a committee member attend the meeting to convey the opinions of the committee if Community Board members so requested. Robyn/Rod

Rubbish surveillance – continuing need to monitor, but does not warrant a camera.

Track surface – the surface of the track immediately below the lower kissing gate is still proving too loose and difficult for older walkers. Lizzy to ACTION

Additional signs – there is confusion for visitors at the entrance steps off Beach Road as the old steep concrete steps are the first apparent access. These need to be barricaded and a sign denoting the newly constructed 'staircase'. Lizzy to ACTION

Resting rail – Kit produced a sketch of the simple assembly envisaged. A prototype to be trialled. Kit to ACTION

General:

Rod raised the matter of surface disturbance following the installation of water tanks in the upper area of the Park allowing an infestation of thistles. It was moved that a 'CSR' application be lodged for the preparation and subsequent re-grassing of the area in question. Kit to ACTION

Weeds: A comprehensive list of all problem weeds be supplied to the council botanist. Kit and Robyn to ACTION

Review of contract work – Enid raised concern over the design and workmanship of the new kissing gates and adjacent fencing, as stock were able to negotiate their way out. Lizzy commented that gate return springs had been installed to prevent further stock escaping.

Meeting dates: It was suggested that the next meeting date be changed from the 2nd April to the 9th April to ensure there was a better chance of a quorum.

The meeting closed at 10.25am

**The Okains Bay Reserve Management Committee meeting
held on Tuesday 10th February 2015**

Present: Richard Boleyn, Peter Ramsden, Riki Lewis, Derek Cox, Judy Thacker, Nick Thacker, Richie O'Malley, Peter Thelning, Pam Richardson, Darren and Michelle Wallis-Hartley.

Apologies: Klaus Rexer, Warren Wizneski, Wayne Kay.

The minutes of the previous meeting:

The minutes of the last meeting held on Tuesday 9th December 2014 were passed as true and correct.
Moved J.Thacker/D.Cox Carried.

Matters arising:

Judy asked if the letter of thanks had been sent to Jason Roberts and the IHC and Wai-Ora Trust volunteers. Sharon tabled a copy of the letter.

Richard asked about the logs at the beach and Darren said five truckloads had gone out so far and they would leave the logs deemed suitable for garden edging and firewood.

Pam asked about the management plans Peter Ramsden mentioned at the last meeting. *To be discussed in general business.*

Liz Carter said at the meeting with Akaroa/Wairewa community board and the reserve board that the management plan review would probably be put off for 2-3 years.

Correspondence:

Inward:

Letter from Steven Gray re: public toilet block with plans for the Board to peruse.

Letter from Akaroa/Wairewa community board re: agenda for next meeting.

Letter from Wayne Kay with plans for pavilion upgrade. *To be discussed in general business.*

Outward:

Copy of letter of thanks sent to Jason Roberts at CCC, IHC Bottlelake and Wai-Ora Trust.

Moved R.O'Malley/N.Thacker "that the correspondence be accepted." Carried.

Finance report: as tabled.

Richard asked who Hosting Direct were. *Sharon explained they host the website for the camping ground.*

Riki asked who Philip Moore were. *Darren explained they are our cleaning suppliers.*

Riki asked if Rockgas was the best option for the gas supply.

Moved R.Lewis/P.Ramsden "that the finance report be accepted." Carried.

General business:

Pam asked if it is time for the Board to look at a development plan and getting it into the Long Term Plan. It should include consultation with the community and cover roading, walkways, plantings as well as building proposals. Peter Thelning queried the difference between a management and development plan. Peter Ramsden said a strategic plan is more community inclusive. Richard suggested everyone give some thought to what they think should be included. Pam said the LTP is being looked at in May so time is of the essence. Peter Ramsden discussed some of the points from the Koukourarata strategic plan. Credibility and funding are enhanced with the right wording in the plans. Pam suggested applying through the CCC for someone to talk to the Board about how to progress with the development of the pavilion. Pam said there is someone who can advise the Board on how to tick the right boxes so they can get on with the process of building the pavilion at the beach. A motion was passed and it was:

"That we ask the Council to explore the opportunity to create a development plan for all the Okains Bay Reserves with a view to inclusion in the CCC long term plan."

Moved R.Boleyn/D.Cox Carried.

Richard handed out a concept plan for the pavilion that was drawn up by Wayne Kay. The plans are for the Board to look at, add ideas and thoughts, talk to other community members and gather feedback.

Darren explained the public toilet plans that the Council are going to replace at the beach entrance. They will be built and paid for by the Council.

Moved R.O'Malley/D.Cox "That the Board accept the Council's revised plan for the public toilets at the beach." Carried.

Richard mentioned John Thacker has been dumping garden waste on the camping grounds. *Richard to speak to John.*

Darren and Michelle said before December they were down in camper numbers but January has been good for numbers.

Darren said the end of the camping ground (riverside) needs to be tidied up. He would like to bring a digger in to move logs then plant a wind shelter or buffer zone. What do the Board want to plant? Half the camping ground is exposed to the Southerly at the moment. Judy suggested a meeting at the beach next week to discuss the area. *Judy to action.*

Pam thanked the Board on behalf of the community for providing a wonderful place to come for rest and relaxation.

The Christmas meeting with the campers went well with the overall opinion that Darren and Michelle are doing a great job as caretakers.

Darren mentioned there are only 3,000 black oyster catchers left in New Zealand and he wants to fence off the nesting area for the protection of the birds and have signage explaining the importance of looking after these birds.

Moved "That the Board ask DoC to provide protection, fencing and signage at the Okains Bay beach and estuary area where the birds are nesting."

Moved J.Thacker/N.Thacker Carried.

Darren has offered to be part of a pest management plan.

Meeting closed at 9.10 pm.

Next meeting on Tuesday 14th April 2015 in the hall at 7.30 pm.

**Minutes of a meeting of
Garden of Tane Reserve Management Committee**

**Held at Bully Hayes
On 17 February, 2015 at 5:30**

PRESENT: Suky Thompson, Warwick Harris, Alan Hemsley, Leigh Hickey, John McIlroy.

In Attendance: Steffan Kraberger

1 Apologies

Patsy Dart, Lynda Wallace, Janis Haley

2 Membership

Retirement of Warwick Harris

Warwick Harris had notified the committee in advance of his intention to retire at the end of this meeting. Warwick Harris was very warmly thanked for his outstanding contribution to the newly formed reserve committee - for the establishment of its administration, sharing his professional knowledge of plants, and for his vision on linking Akaroa's history with the plants. Warwick has handed over the files to Suky Thompson.

The committee hoped that Warwick would stay in touch, attend significant events if possible and was very pleased that he would like to continue to receive the minutes.

Recruitment of new members

Steffan Kraberger who was in attendance introduced himself as the son of Robert Kraberger and Juliet Leete of Barrys Bay. He had attended Akaroa Area School as a child, studied at Victoria University and in France and South Africa, now returning to Akaroa and starting a landscape design business working on projects in Akaroa as well as in town contracting to firms such as Di Lucas. He has been working with other local young people and expressed an interest in joining the committee.

Steffan Kraberger was warmly welcomed as a new member and the following resolution passed.

*Steffan Kraberger is co-opted as a member of the Garden of Tane Reserve Management Committee
Suky Thompson/John McIlroy*

Suky Thompson to inform the Council of his addition to the committee and was asked to report back on the quorum rules.

The meeting felt that the committee had a healthy number of members, but would continue to keep feelers out for new members.

Secretary Treasurer Handover

Chairperson Suky Thompson was acting as secretary and treasurer for this meeting until new members were appointed to the role.

Leigh Hickey volunteered to serve as Treasurer.

Leigh Hickey is appointed as treasurer of the Garden of Tane Reserve Management Committee. Leigh Hickey will replace Warwick Harris as a signatory and bank statements will be sent to her address instead.

Suky Thompson/John McIlroy

Steffan Kraberger indicated that he would consider taking the Secretary role and make a decision prior to the next meeting.

3 Minutes of previous meeting

3a *Minutes of the meeting of Nov 18, 2014 are approved*

Suky Thompson/Leigh Hickey

4 Matters Arising

Chainsaw course

Leigh Hickey was liaising with Kate Waller at the school to see if committee members could join one of the chainsaw courses they will run this year. Once Kate Waller has her final numbers she would see if there was room for members to join. Otherwise Leigh Hickey would arrange a course in her role as community education provider.

This seems the more likely course as several committee members and family who volunteer would like to attend. Alan Helmsley suggested that he would put 6 of the fire-fighters on such a course as well.

Leigh Hickey was asked to progress this matter and to find out the cost.

Tree and branch work

Suky Thompson is to find out from Ian Jackson if there are any approved vendors in Akaroa who could do minor tree work and clearing fallen branches along tracks.

It was noted that the Council's tree consultancy report sourced by Warwick Harris does list work on notable trees and this needed to be followed up.

The wilding oaks along Onuku road would be dealt with at the next working bee.

5 Financial

The bank balance is at \$1,297.92 of which \$1,200 is Discretionary Response fund which needs to be spent and accounted for to Council by March 20. Suky Thompson undertook to do the report

The amount remaining in the Council allocated budget is \$3,674.89 after the work contracted out to Alan Hemsley has been taken into account. These funds would be extant until the end of the financial year.

6 Correspondence

The postal address for the committee needs to be changed at the Council and the bank

Current signatories on the account were Warwick Harris, Lynda Wallace and Suky Thompson. Warwick Harris will need to be removed and replaced by the new treasurer.

A simple web page including contact details is to be set up for the Garden of Tane Reserve management committee and funds from the discretionary response fund allocated to pay for the domain name and hosting (approximately \$100).

Hickey/McIlroy

Steffan Kraberger volunteered to set up the site using Wordpress and Suky Thompson to help supply content.

7 Review of projects completed

7a Entrance Garden preparation

Alan Hemsley has completed the entrance garden preparation work and improvements to the track at the entrance. He has purchased product for the cemetery link track upgrade. He intends to commence work on the cemetery link track once the entrance garden invoice has been paid by Council.

Steffan Kraberger volunteered to do some further work on removal of convolvulus in this area and remove the whiteywood sapling.

7b Orienteering club

It was reported that there had been a big crowd for the orienteering event over Waitangi weekend, but the garden was not showing any signs of damage

7c Community Board visit

The Community Board lunch in the garden had been very successful and given the Board an opportunity to appreciate the work and progress made since the inception of the committee. They were also now mindful of the traffic hazard by the gate (which has been severely damaged by speeding vehicles twice) and had undertaken to take it up with the Council's traffic staff. The intention was for Council to take ownership of this problem and the reserve committee to keep a watching brief. The Community Board was thanked for attending and their support.

7e Site visit with Hugh Wilson

Warwick Harris and Hugh Wilson had undertaken a joint botanical walk and produced a plant list. Hugh recommended that the Wildwood would be a good representation of warm coastal forest. It includes two kahikateas around 200 years old close to the massive fallen kowhai. There are also matai seedlings. He recommended that nature be allowed to run its course in this area, and that management consist of pulling out sycamores, oaks old mans beard, blackberry, but not to actively plant anything. Hugh Wilson was thanked for his knowledge and time.

The work proposed would be managed at a later working bee or succession of bees and it was suggested that Patsy Dart oversee this.

Steffan Kraberger clarified with Warwick Harris that transplanting was acceptable – for example plants that are along the track edges that will grow to large could be potted up and re-used.

7d Tree labels

Warwick Harris has made a list of trees for labels which needs to be sent through Nicky Brown and Jeremy Hawker at Council who have undertaken to supply them.

8 Relationship with School

Leigh Hickey is now the environmental and community coordinator at school. She had spoken to staff about Garden of Tane and arranged for Steffan Kraberger to speak to the students about the interpretative gardens. The school is keen for the students to help with planting these and also to nurture on seedlings for future planting projects

It was agreed that the school students be invited to develop a plant collection that could provide a shrub layer of plants suitable for providing bird food.

The students would be invited to assist with planting the entrance gardens and a working bee held during the school day. The older Duke of Edinburgh program students could help at a weekend with preparation

9 Cemetery track

A contract has been let to Alan Helmsley to improve the Cemetery link track. He plans to bring shingle in from the cruising club car park and to make a short track through the bush to avoid the dilapidated brick steps. As part of the contract the track from the brick steps to the cemetery link track will also be improved and shingled. No major earthworks were planned.

The handrail on the bridge on this track would be replaced and the bridge repaired if necessary as part of the work.

Warwick Harris advised that care should be taken to avoid damaging plants along the track edges.

11 Entrance planting

Warwick Harris had reflected on the planting plan, and felt that there did not need to be a comprehensive representation of the plants listed, and the emphasis should be on plants that would cover the bare ground quickly.

Steffan Kraberger was asked to manage the project in his professional capacity and to purchase the plants.

Suky Thompson/Leigh Hickey

(Steffan Kraberger did not participate in the above resolution citing conflict of interest).

The project includes the planting of the Maori garden, French garden and a formal kowhai avenue along the roadside from the entrance to end of playground, and is to proceed as follows:

The cost of project management and purchase of plants will be funded from the Committees own funds (using the Discretionary Response fund). Steffan is to prepare a costed planting plan and discuss this with Suky Thompson for approval as soon as possible. The plants are to then be sourced and purchased.

Further site preparation is to be carried out. The convolvulus sprayed with roundup, and the whiteywood stump painted, with an assessment in a few weeks and a repeat if necessary.

Suky Thompson to find out from Ian Jackson which nurseries are approved vendors in case additional funding is needed for plants from Council held funds, but this is unlikely.

A working bee to plant and mulch in the plants will be held in late May. Leigh Hickey will arrange the date with the school. The younger kids will plant the main garden, the older kids will do preparation work above the main track for the kowhai avenue along the road. Details of the working bee will be discussed at the May meeting. This will be a school and committee bee rather than with Lions this time.

Warwick Harris can supply some plants to Steffan Kraberger including the rare *Pittosporum obcordatum*. Steffan to uplift before Warwick Harris leaves Akaroa. Patsy Dart has the kowhais.

12 Entrance garden panels

Lynda Wallace and Suky Thompson have begun work to develop the interpretation panels based on Warwick Harris's notes. They would incorporate images to give the panels context such as Dumont d'Urville's ships and pictures of the botanists where these can be sourced.

Draft designs will be brought to the May meeting for discussions and design and graphic work is to be completed by the end of June. The panel on plants of importance to Maori should be run past Debbie Tikao from Onuku. The text had been based on her notes.

13 175th French arrival commemoration events

Lynda Wallace had researched the idea of planting a walnut tree, and recommended that a seedling be sourced locally. The preferred location was in Takamatua as French mayor Belligny had a walnut grove there. The property was now owned by Mark and Denise Wren. The seedling sourced should be as big as possible.

The planting would be scheduled for August 16th to tie in with the Comte de Paris descendants lunch and the day the ship had first arrived at the harbour heads. The descendants would be invited to plant the walnut tree and a few special plants in the French botanist garden and to unveil the panel. The descendants would be invited to plant the walnut and some of the entrance garden plants, plus unveil panels and a plaque with the walnut which Lynda Wallace will arrange.

The French embassy should be informed and asked to make a contribution. Steffan Kraberger volunteered to draft the letter to them in French.

Members of Onuku runanga would be invited via Donna Tanui to perform the same functions for the Maori garden.

14 Long term plan

The committee agreed to make a submission to the next Community Board meeting reflecting the decisions made at its November meeting. The same submission would be given to the Council for its Long Term Plan. The submission would support the Council staff funding but ask for it to be smoothed out over the years so that there was a budget in the year after next. Suky Thompson to develop the submission and circulate.

Other ideas for the long term plan were to install some reticulation – water for watering plants, drinking fountains and fire fighting. Power for lighting, a sewer connection and a toilet facility somewhere.

The submission would also note that the reserve is for birdlife and invertebrates and appropriate plantings and pest control would be part of ongoing efforts. This would include exotics in the domain area and natives in the wildwood. Progress would be reported on the website. John McIlroy would make recommendations on appropriate plants and pest control.

15 Tree maintenance and clearing fallen branches

The Council should conduct the work of clearing up unsightly fallen branches alongside tracks as part of general maintenance. These could be placed further in the forest to rot down. The work in the Tree Report should also be actioned and not from the Garden budget

Any surplus funds left May are to be allocated to fern purchase, not tree work.

16 Any Other Business

Leigh Hickey undertook to be the contact person for Manea Tainui

17 Meeting schedule

The meeting dates were changed to the second Tuesday of the month, occurring quarterly. The following dates were set down:

May 12, Aug 11, Nov 10

Unless arranged otherwise, meetings will take place at Bully Hayes starting at 5:30pm.

Suky Thompson to inform Wendy Graham of the change to dates.

The meeting closed at 7:30

Date of next meeting – Tuesday May 12, 5:30, Bully Hayes

Awa-Iti Domain Management Committee Meeting
Thursday 5th February 2015 at Little River Hotel, 7.30pm

Present:

Jonathan Palmer (Chairman), Sheryl Stanbury, Simon Fowler, John Boyle, Christian Couper, Susan Tulloch.

Apologies: No Apologies

Opening Remarks from the Chairman:

Getting representatives to attend meetings appears to be increasingly difficult. Jonathan proposes to email the various clubs and user groups to confirm their reps and contact details. Issues continue to emerge that would be more effectively addressed by the groups themselves (eg Tennis Club, Banks Peninsula A&P Show etc).

In this vein, Jonathan wondered whether the RMC had representation from all stake-holder groups. For example, the Little River Volunteer Fire Service should perhaps be included especially since they are proposing to re-instate the flagpole. Another example is Cricket Club representation particularly in light of the recent issues with re-siting the cricket practice nets.

This Committee feels that it would be very appropriate for the Fire Service to be represented on this Committee.

Proposed: A list of the names and contact details of the above mentioned groups will be collated by Sheryl and forwarded to Jonathan for contact and invitation. Their membership will then need to be approved by the Community Board. Jonathan. Seconded Sheryl. Carried.

Previous Minutes:

Proposed: Acceptance of the tabled minutes of the previous meeting (6th November). Simon. Seconded by John. Carried.

Matters Arising:

a) Cricket practice nets. The timing for the erection of the cricket practice nets remains unknown by attending members. An email enquiry to Stephen Gray (CCC) was suggested and the response to be reported at the next meeting.

b) Preparation for the Banks Peninsula A&P Show. We had been asked to spray for clover in preparation for the Show but this was not done. This RMC committee had insufficient funds; Greenspace also had neither time nor funding. This year's outcome has not been too bad because of previous spraying efforts, but this will need to be re-addressed before next years Show.

c) Septic tanks. The Playcentre and the Public toilets are linked and are now CCC managed / emptied. This leaves the Rugby Clubrooms septic tank to be maintained. There is probably a need for it to be emptied and Sheryl will report on expected costs and if some funding support is requested.

d) Coronation Library Plantings. Jonathan expressed two areas of concern with regard to the current planting by the volunteer group "Friends of the Coronation Library". Firstly, it would seem reasonable to plan only for planting annuals at the present time. The Library *will* be renovated at some point in the future so any plantings are likely to be at risk of being destroyed by machinery etc. as an extensive amount of building repair will be required. Secondly, flaxes and some other exotics do not seem appropriate to the setting of the Coronation Library and Memorial Gates. Flaxes already contribute to concerns about flooding and exotics such as banana palms do not seem appropriate in such close proximity to the Memorial Gates. In summary, Jonathan is concerned that a valued effort by volunteers will become disheartened if there isn't an awareness of the risks. This applies even to some native plantings. Further in this vein, the Living Streams Community Nursery had submitted a letter and kindly offered some native plants to extend the work of the volunteers. Jonathan has declined this offer on behalf of this committee at this time, for the reasons stated above.

End of Matters Arising

General Business:

a) New Toilet Block: The original hope of a simple strengthening of the existing toilet block was no longer an option. The current proposal is to remove the existing toilet block and replace it with two new toilets. A site meeting had been held with various representatives to evaluate siting options and the general preferred option was adjacent to the Clubrooms and towards the main highway. The RMC understood this suggestion to also mean the existing septic tank of the Clubrooms would be utilised by the new toilets. This could provide a substantial saving in the costings for the new toilets and if the on-going maintenance of the septic tank was taken up by CCC, then this would be a substantial cost saving for the Rugby Club (that currently pays to have the tank emptied). A “win-win” idea. Discussion then turned to the issue of all-weather and disability access to the new proposed toilets. The RMC would not want to see any “road” extension around the front of the Clubrooms as this causes problems for activities such as the A&P Show as well as problems with keeping vehicles off the park. The suggestion was made to potentially use part of one of the damaged tennis courts (nearest the old pavilion building) for access instead of around the front of the Clubrooms. The question was then raised about what happens to the old septic tank currently used by the existing toilet block? We understood it is to be removed but then thought the Childcare Centre is also linked to the same tank – so presumably they will be diverted to the School septic tank?

Proposal: Approval of the demolition of the existing toilet block and replacement by 2 new toilets to be sited near the Clubrooms (but access clarification needed). Jonathan. Seconded Christian. Carried.

b) Awa Iti RMC despondency. Jonathan had an informal discussion with our Community Board Chairman (Pam Richardson) about the creeping feeling of despondency within the RMC. The suggestion was to forward a list of underlying issues to the Community Board for discussion. This will be sent shortly but in brief these issues include:

- Flooding risk and lack of a solution (so any new developments are at risk)
- Loss of income (e.g. School Reserve grazing licence)
- Loss of management role (e.g. not knowing what the Domain has been booked for)
- Coronation Library (even if/when restored we are not sure what for)

The nett effect is a feeling of little worth and limited effectiveness - redundancy. We operate in isolation, not really knowing how other RMCs are coping (i.e. is it just us?). With respect to the final point, we propose holding a BBQ event for the other Peninsula RMCs. The possible dates for this would be either Sun 17 May or Sun 19 of April, from 5pm onwards.

c) Geocache. This committee knew that a geocache had been set up in the Domain by the School and we would like to see it maintained from year to year even though the cohort of children involved changes. Christian is to investigate and report back at the next meeting.

d) Signage before the edge of the Community Hall. The corner of the Community Hall building protrudes into the driveway used for access to/from the School. At this restriction point there is concern children are at risk from vehicles and the opinion was there is a need for signage and /or speed calming measures to be installed.

Proposal: Request made to the Community Board to get the situation investigated and for measures to be implemented to avoid possible pedestrian injury. Christian. Seconded Sheryl. Carried.

No Other General Business

Correspondence

a) Memorial Gates. We have sent Maria Adamski of CCC a letter of support from this committee for her funding application to the Lotteries Foundation for refurbishment of the gates. This is very encouraging and we hope for her to be successful. The question was raised about this being a good opportunity for checking the records and ensuring that *all* servicemen, not just WWI and WWII, are listed on the gates. The school has old attendance records and we are very much in favour of checking the school records with existing names and possibly compiling an extended name roll for the renovated gates. Sus is to talk to Kathy Bisman and help arrange checking school records with Christian.

b) CCC correspondence. CCC has sent this Committee the newsletters regarding other Banks Peninsula RMCs. These consist really of just the listed minutes. We have also received an invitation to attend the Review of ward boundaries by CCC. This is being held at the Clubrooms at 6.30 – 8pm on Tues March 10th..

No Other Correspondence

Financial Summary

The current account balance for this committee is \$1,300, plus \$300 from the Banks Peninsula A & P Show. This will provide us possibly sufficient funds to share in the cost of emptying the Clubrooms septic tank as mentioned above. This committee has decided not to re-invoice a grazing fee for the School Reserve since we feel that it will not be effective – we are unsure of our authority in this matter.

Da Latham Trust

Money has been re-invested with \$650 set aside for next year's award. The Pony Club had requested \$500 to repeat last year's very popular and successful training sessions, while the Gymnastics club requested \$650. The outcome was for each club to receive \$350 as a joint award. Both clubs had been busy, well supported and the events reported in the Akaroa Mail.

No Other Business

Next Meeting

Thursday 7th of May 2015 at the Little River Hotel, 7.30pm.

Meeting Closed at 9.30pm

**MINUTES OF THE MEETING OF THE DUVAUCHELLE RESERVE MANAGEMENT COMMITTEE
HELD AT THE DUVAUCHELLE COMMUNITY CENTRE, ON MONDAY 9TH FEBRUARY, 2015, 7.30 PM**

Welcome: Chairperson Jacque McAndrew welcomed those present.

Present: Committee members: Jacque McAndrew, Dawn Turner, Polly Hazeldine, Geoff Carter, Brian Bremner, Chris Muirhead, Caretakers Ken & Kaye Bramley

Apologies: Committee Members Derek Moir, Bruce Watts, Community Board Representative Lyndon Graham and CCC Liaison Warren Wisneski

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

Minutes:

The January Minutes have been circulated to Committee members.

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

Matters Arising:

Dawn has sent the donation for the Emergency Rescue vehicle. It has been received and acknowledged.

Treasurer's Report:

Dawn presented the January Financial Statement and expenses to date for February.

Motion: That the Financial Statements as presented be accepted and the expenditure approved. Dawn / Geoff Carried

Correspondence

<u>Outward:</u>	Jan Bourke (Akaroa Fire Brigade)	Donation for Emergency Rescue Vehicle Fund
<u>Inward</u>	Skaggerak Software Ltd	Changes to their communication details.
	Teldave Electrical Ltd	Quote for switchboard upgrade & installation of 2 site sockets.
	Discount Domains Ltd	Notification that domain name expires in 60 days.
	Colin Lange	Relinquishing Site 57
	Denis McDowell Sincok	Asking to be on Wait List for permanent site
	Wayne & Kim Jury	Asking to be on Wait List for permanent site

Motion: That the inward correspondence be accepted and the outward approved. Chris / Jacque Carried

Caretakers' Report:

Waitangi Weekend went well despite the adverse weather on Friday. The only major incident was the passing away of a woman camper early on Friday morning. Doctor, police and ambulance attended.

Drain at east end of camp: Peter Thelning has been to measure up for a quote. Martin Fry will send someone over to check the situation.

Site 22 will be taken by Peter & Angela Bertacco. Sheryl & Stephen Lee have taken Sites 97/98.

Site 61 has new power box and the water supply has been moved to outside the fence.

New hot water Zip has been installed in the kitchen. Gas hobs in the kitchen have been checked and two elements need attention. James from Nick Gill Plumbing will fit them next time he comes over. The convection oven in the kitchen is not working and needs replacing.

A quote has been received for resurfacing the stainless steel hand basins in the ladies washroom in the upper ablution block - \$800 + GST. Ken is to check on the price for doing the unit in the men's washroom as well.

HAPNZ membership information was presented.

Kitchen earthquake damage repairs Nadine has been in contact with Warren. She will come over shortly to inspect it, and will work in with us as to when the repairs will be done and how long it will take. A list should be prepared of all work that needs to be done in the kitchen.

The Freeview box in the kitchen had to be replaced. The one in the Tourist Flat needs to be updated to a unit that is not easily interfered with by the Flat users.

Warren has been asked about Resource Consents for new cabins as the Reserve Management plan will not be prepared until 2016. He is not sure he will be able to organise this so suggested we get a Project Manager from the Council to go through the process with us.

Cabin 3 is now classified as a "De Lux Cabin" and its fee has been increased

Annual Leave: 7 – 15 March (flexible); 12 June – 5 July (booked); 12 - 27 September (flexible)

Health & Safety

Nothing to report.

General Business:

Campers Meeting – Easter Sunday. Matters to be brought up for discussion include

- 1 Progress to date on EQC repairs to main amenities block and our plans for the kitchen.
- 2 The new system for calculating Staynights
- 3 Boat wash

Meeting closed 8.30 pm

These Minutes will be confirmed at the next meeting.

Next meeting to be held at the Duvauchelle Community Centre at 7.30 pm Monday 9th March 2015

9. COMMUNITY ORGANISATIONS' REPORTS

9.1 BANKS PENINSULA WATER MANAGEMENT ZONE COMMITTEE – 17 FEBRUARY 2015

The minutes of the Banks Peninsula Water Management Zone Committee meeting of 17 February 2015 are **attached**. The attachments to these minutes can be viewed at: *The Council – Meetings, agenda & minutes – schedule, agenda and minutes – 19 February 2015*.

STAFF RECOMMENDATION

That the Board receive the minutes of the Banks Peninsula Water Management Zone Committee meeting of Tuesday 17 February 2015.

**BANKS PENINSULA WATER MANAGEMENT ZONE COMMITTEE
17 FEBRUARY 2015**

A meeting of the Banks Peninsula Water Management Zone Committee was held at the Lincoln Event Centre, 15 Meijer Drive, Lincoln at 4pm 17 February 2015

- PRESENT:** Richard Simpson, Community Member (Chairperson)
Donald Couch, Commissioner Environment Canterbury
Andrew Turner, Councillor Christchurch City Council
Paula Smith, Community Member
Iaeon Cranwell, Te Rūnanga o Wairewa
Steve Lowndes, Community Member
Pam Richardson, Community Member
Kevin Simcock, Community Member
Riki Lewis, Te Rūnanga o Koukourarata
Pere Tainui, Te Rūnanga o Ōnuku
Claire Findlay, Community Member
Thomas Kulpe, Community Member
- APOLOGIES:** Councillor Andrew Turner for lateness. Councillor Turner arrived at 6.20pm and was absent for clauses 1, 2, 3, 4 and 5.
June Swindell for absence.

Principal Adviser
Peter Kingsbury
Tel: 027 599 4615
Christchurch City Council

Zone Facilitator
Fiona Nicol
Tel: 027 200 4766
Environment Canterbury

Committee Adviser
Barbara Strang
Tel: 941 5216
Christchurch City Council

Richard Simpson opened the meeting with a karakia.

1. CONFIRMATION OF MINUTES – 21 NOVEMBER 2014

It was **decided** that the minutes of 21 November 2014 be approved as a true and accurate record subject to the following amendments to item nine:

Item nine title to read: 9. Wastewater Consents and Drinking Water Supply Update and an additional point to the list under item nine to read:

- Christchurch City Council has decided to have the Banks Peninsula water supplies graded. The grading process will take at least a year and may take longer. The Council is aiming for a 'Bb' grading for all of its Banks Peninsula supplies. The Council is in the process of implementing water protection zones around the supplies. A small budget is available for land acquisitions.

2. WASTEWATER CONSENTS AND DRINKING WATER SUPPLY UPDATE

The Committee received an update regarding wastewater consents and regarding the status of the public water supplies in Banks Peninsula from Mike Bourke, Christchurch City Council, including:

- Akaroa Wastewater Discharge consents were sent to Environment Canterbury (Ecan) in June 2014, and they have received about 12 submissions. There is a hearing organised for May 2015.
- The Committee agreed to write a submission to the Long Term Plan by way of a letter to the Chief Executive of Christchurch City Council regarding Akaroa Wastewater. Fiona Nicol will provide a draft of the letter for discussion at the next meeting.

Te Marino Lenahan, Senior Environment Adviser for Te Rununga o Ngai Tahu provided an update to the Committee regarding discussions and work being done with key stakeholders to encourage an integrated management of the Lyttelton Harbour. A draft plan providing a framework is being put together and needs to be completed by June 2015. Stakeholders at this stage include Lyttelton Port Company, Environment Canterbury (Ecan) and Rapaki.

3. MATTERS ARISING

3.1 Drought Conditions

The Committee discussed the impact of current drought conditions in Banks Peninsula. Charteris Bay and Pigeon Bay are only streams in the area not on water restriction at the moment. Kevin Simcock spoke about raising the community's awareness, and that there are opportunities for conserving water if people are alerted to the issue. Compliance monitoring could support water conservation during drought periods.

3.2 Regional Committee Update

Steve Lowndes updated the Committee on recent activities of the Biodiversity Working Group which included the establishment of two working groups. One group will work on catchments with local authorities for water for South Canterbury and the other will be working on a targets report produced by Ecan to assess the progress of the CWMS.

The latest trophic level measurement at Te Roto O Wairewa is 4.1. There are several beds of macrophytes which have not been damaged by the influx of sediment that occurred in March 2014.

Ken Taylor (Ecan) also contributed to the update, providing information on the latest findings of blue/green algae.

3.3 Flooding Taskforce Update

Pam Richardson reported that the Flooding Taskforce are making progress. The Taskforce are working around restraints such as budget, and New Zealand Transport Authority (NZTA) have not been actively involved to date, however the expectation is that this will change. Some Willow trees have been tidied up along the road which has improved the area significantly.

3.4 Community Board Update

Pam Richardson briefed the Committee with an update from the Akaroa/Wairewa Community Board. Mr Tim Ayers recently sent a letter to residents of stream side homes in Akaroa.

There have been some wastewater overflows in Akaroa Harbour, mainly caused from three or four drain blockages over the summer.

The agenda items were taken in the following order.

4. BIODIVERSITY UPDATES

4.1 Immediate Steps Update

Robyn Russ (Ecan) provided a presentation regarding a new Immediate Steps biodiversity project for the Zone Committee's consideration (Table 1). An overview of existing projects was also provided.

The Committee **decided** to support the proposed Immediate Steps Allendale Stream project by approving the requested amount of Immediate Steps funds.

4.2 Facilitator's Update

Fiona Nicol, Zone Committee Facilitator, updated and provided information for the Committee on the following:

- A Restorative Justice Conference with the landowners of Walnut Stream and Ecan has resulted in a judicial decision that the landowners are liable to pay \$80,000 in compensation for damage caused to Walnut Stream. Banks Peninsula Conservation Trust looking likely to manage the money.

4 Cont'd

- A monthly column in the Akaroa Mail will commence for the Banks Peninsula Zone Committee. Kevin Simcock suggested using the column as an opportunity for providing information and advice to residents on relevant topics, eg sediment control. The Committee agreed that Fiona Nicol will draft items for the column and circulate to all Committee members.

5. LAND MANAGER UPDATE

The Committee received an update from the Environment Canterbury Land Management Advisor, Geoff Thompson on the following:

- Stormwater Run-off Factsheet
- Okains Bay DWS
- Le Bons Bay Community Meeting
- Whakaraupo

The Committee **decided** to receive the Land Manager's Update.

The Committee adjourned at 6.05pm and reconvened at 6.42pm.

6. PRONUNCIATION AND CULTURAL PRACTICE

Richard Simpson asked all members of the Committee to rehearse a Mihimihi to start to the next meeting in March.

7. CAPITAL PROJECTS

Advice from staff was provided to the Committee regarding the role and responsibility of the Committee and key stakeholders in relation to Capital Projects. The Committee agreed further information and discussion is required to reach collaborative agreement.

Staff from Ecan were asked to provide information on National funding bodies and identify some of the big projects that need funding.

8. WHAKARAUPO

The Committee agreed to hold a Symposium in June 2015 which needs to focus on wetland restoration at the head of Lyttelton Harbour. Geoff Thompson (Ecan) will organise the Symposium.

The meeting concluded at 7.20pm and was followed by a workshop on ZIP Priority implementation.

CONFIRMED THIS 17TH DAY OF MARCH 2015

**RICHARD SIMPSON
CHAIRPERSON**

10. APPLICATION TO AKAROA/WAIREWA COMMUNITY BOARD 2014/15 DISCRETIONARY RESPONSE FUND

Executive Leadership Team Responsible:	Director, Community and Democracy Services		
Officer Responsible:	Community Governance Manager Akaroa/Wairewa		
Author	Penelope Goldstone, Community Governance Manager Akaroa/Wairewa	Y	941 5689

1. PURPOSE AND ORIGIN OF REPORT

1.1 The purpose of this report is for the Akaroa/Wairewa Community Board to consider two applications to its 2014/15 Discretionary Response Fund.

1.1.1 Age Concern Canterbury Inc request \$310 for Confident Driving for Mature Drivers course in Akaroa.

1.1.2 Akaroa District Promotions Inc request \$800 for an End of Season Community Bash.

1.2 This is a staff initiative.

2. EXECUTIVE SUMMARY

2.1 Not applicable

3. BACKGROUND

3.1 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.

3.2 At the Council meeting of 22 April 2010, Council resolved to change the criteria and delegations around the local Discretionary Response Fund.

3.3 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)."*

4. COMMENT

4.1 In 2014/15, 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.

4.2 Based on the above criteria, the applications from Age Concern Canterbury and Akaroa District Promotions are eligible for funding.

4.3 Detailed information on the application and staff comments are included in the attached Decision Matrix. (Attachment 1)

5. FINANCIAL IMPLICATIONS

- 5.1 There is currently \$6,424 remaining in the Board's 2014/15 Discretionary Response Fund.
- 5.2 Current recommendations align with the 2013-16 Three Year Plan pages 227 regarding community grants schemes including Board funding.

6. STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Community Board:

- 6.1 Approves a grant of \$310 from its 2014/15 Discretionary Response Fund to Age Concern Canterbury Inc towards a Confident Driving for Mature Drivers course in Akaroa for materials, travel and volunteer expenses.
- 6.2 Approves a grant of \$500 from its 2014/15 Discretionary Response Fund to Akaroa District Promotions towards the End of Season Community Bash for band hire.

2014/15 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.

00053114	Organisation Name	Project Name and Description	Total Cost	Contribution sought towards	Staff Recommendation	Priority
	Age Concern Canterbury Inc	Confident Driving for Mature Drivers Akaroa Age Concern Canterbury wishes to run another Confident Driving for Mature Drivers course in Akaroa for 20 participants in May/June 2015. The aim of this course is to educate participants about road rule changes and a range of driving issues, to help participants understand how the aging process can impact on their ability and confidence to drive a motor vehicle. The request is for materials, travel and volunteer expenses.	\$ 1010 \$ Requested \$ 310 (30% requested)	Equipment, materials - \$200 Travel - \$60 Volunteer expenses - \$50	\$ 310 That the Akaroa Wairewa Community Board makes a grant of \$310 to Age Concern Canterbury Inc towards a 'Confident Driving for Mature Drivers' Course in Akaroa for materials, travel and volunteer expenses.	2

Organisation Details

Service Base: 250 Barrington Street
 Legal Status: Incorporated Society
 Established: 1/01/1952
 Target groups: Older adults
 Annual Volunteer hours: 10,200
 Number of project participants: 20

Alignment with Council Strategies

- Ageing Together Policy
- Strengthening Community Strategy
- Road Safety Strategy
- Safer Christchurch

CCC Funding History

2014/15 - \$51,000 (Social Network Programme) Metro SCF
 2013/14 - \$51,000 (Social Networking) Metro SCF
 2012/13 - \$10,000 (Confident Driving for Mature Drivers) Metro DRF
 2012/13 - \$53,000 (Social Connectedness) Metro SCF
 2011/12 - \$5,000 (Social Isolation Research) Metro SGF

Other Sources of Funding (this project only)

MoH, Health Promotion funding - \$600, Participant contribution towards lunch - \$100

Staff Assessment

This project supports outcomes in a number of Council Strategies to do with community safety, strengthening and inclusion for older adults. This one-day course will be delivered by an Age Concern facilitator supported by a senior police officer and a volunteer. It starts at 9.30am, concludes at 2.30pm and includes lunch. Age Concern has some Health Promotion funding to help deliver courses within the Christchurch City Council area, but this does not cover the full cost of salaries, administration or venue hire.

Due to the location, the facilitator and volunteer arrive the previous evening. Funding is requested to cover these additional costs, and for course materials. The course is free to participants who contribute \$5 towards lunch. A full course was previously run in the area, and it is anticipated that this course would also be full.

Age Concern works with the New Zealand Police on this project. A letter of support from the Police states that the courses are professional, pragmatic and needed to increase road safety.

The group keeps statistics about the proportionally high number of crashes and careless driving charges involving drivers over 60 years of age and what contributes to these. Police are now referring offending drivers over the age of 70 to these courses rather than to court.

At the last Census (2013) about one third of Akaroa residents (198) and one quarter in the surrounding bays (300) were 65 years and older. Being confident to continue driving can have a huge effect on the range of outings and social contacts an older person can access. This is particularly important for those in communities where there is no public transport as in Akaroa and the surrounding bays, and where the alternative is reliance on others for transport to and from community activities.

2014/15 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.

00053115	Organisation Name	Project Name and Description	Total Cost	Contribution sought towards	Staff Recommendation	Priority
	Akaroa District Promotions Inc.	<p>End of Season Community Bash</p> <p>The group wish to hire a band as part of their end of season community bash and volunteer recognition event which will be held on 10 April 2015.</p>	<p>\$ 800</p> <p>\$ Requested</p> <p>\$ 800</p> <p>(100% requested)</p>	Band Hire - \$800	<p>\$ 500</p> <p>That the Akaroa Wairewa Community Board makes a grant of \$500 to Akaroa District Promotions Inc towards the End of Season Community Bash for band hire.</p>	2

<p>ORGANISATION DETAILS</p> <p>Service Base: 57 Rue Lavaud, Akaroa Legal Status: Incorporated Society Established: 18/11/1982 Target groups: Akaroa Residents and Visitors Annual Volunteer hours: 1,000</p> <p>Number of project participants: 100</p> <p>ALIGNMENT WITH COUNCIL STRATEGIES</p> <ul style="list-style-type: none"> Strengthening Communities Strategy <p>CCC Funding History</p> <p>2014/15 - \$1,000 (Custom Built Events Power Box) SGF 2014/15 - \$6,000 ((ADP Events Programme) SCF 2013/14 - \$500 (Earthquake Relief Assistance) DRF 2013/14 - \$8,000 (ADP Events Programme) SCF 2012/13 - \$1,500 (Akaroa Spring School) CC 2012/13 - \$500 (Cruise Famil) DRF 2012/13 - \$7,000 (ADP Events Programme) SCF</p>	<p>Other Sources of Funding (this project only)</p> <p>Sponsorship - \$400</p> <p>Staff Assessment</p> <p>On the evening of the last cruise ship day, Akaroa District Promotions organise an end of season gathering for volunteers, businesses and general community.</p> <p>This year the Bash will be held at La Thai and The Trading Rooms on the 10th of April.</p> <p>They would like assistance with band hire at a cost of \$800 for the full band or \$500 for a downsized band. The band is a local one: - Rhythm Method and the quoted prices are special community discounted rates.</p> <p>The restaurants provide platters of food for attendees at no cost.</p>
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11. BRIEFINGS

12. COMMUNITY BOARD ADVISER'S UPDATE

12.1 BOARD FUNDING BALANCES

A copy of the Board's 2014/2015 funding balances as at 1 April 2015 is **attached** for members' information.

13. ELECTED MEMBERS INFORMATION EXCHANGE

14. QUESTIONS UNDER STANDING ORDERS

ATTACHMENT TO CLAUSE 12.1

	Akaroa/Wairewa Discretionary Response Fund		Board Approval
	Discretionary Response Fund - 2014/2015 allocation	12,799.00	
	Carried Forward 2012/2013 projects that did not proceed (EQ related)	0	
	Total 2014/2015	12,799.00	
	<i>Allocations made</i>		
1	Little River Craft Station Inc. – Kidsfest Holiday Craft Programme	920.00	9/7/2014
2	Youth Development Fund – Dion McGrail	400.00	10/9/2014
3	Youth Development Fund – Moses Bygate-Smith	500.00	10/9/2014
4	Akaroa Heartlands – Whanau gathering	250.00	10/9/2014
5	Little River Wairewa Community Trust – Little River Pony Club toilet upgrade	700.00	8/10/2014
6	Akaroa/Wairewa Community Board – Christmas packs for the elderly	500.00	12/11/2014
7	Youth Development Fund – Lily Norman	400.00	17/12/2014
8	Akaroa Harvest Festival Board – Entertainments costs etc.	1,250.00	17/12/2014
9	Akaroa Resource Collective – Trinity Garden materials	500.00	17/12/2014
10	Guardians of Akaroa Hospital – Le Jolie Jog	955.00	11/2/2015
11	Akaroa/Wairewa Community Board – Conference attendance – returned – not utilised (\$1,026)	0	11/2/2015
12	Age Concern Canterbury Inc. – Confident Driving for Mature Drivers Course - pending	310.00	1/4/2015
13	Akaroa District Promotions – End of Season Community Bash – pending	500.00	1/4/2015
	Discretionary Response Funds Allocated	7,185.00	
	TOTAL: Akaroa/Wairewa Discretionary Response Fund Unallocated	5,614.00	
	Youth Development Fund - Opening Balance allocation from SCF	0	
	<i>Allocations made</i>		
1	Dion McGrail – contribution towards a Spirit of Adventure voyage	400.00	10/9/2014
2	Moses Bygate-Smith – to participate in the 2014 Chinese Taipei Youth Invitational Tournament Ice Hockey trip	500.00	10/9/2014
3	Lily Norman – contribution towards seven months volunteering as teacher's aide in Fiji	400.00	17/12/2014
4			
	Youth Development Fund Total Allocation	1,300.00	