

## **AKAROA/WAIREWA COMMUNITY BOARD AGENDA**

**WEDNESDAY 12 DECEMBER 2012**

**AT 9:30 AM**

**IN THE 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](mailto:liz.carter@ccc.govt.co.nz)

**PART A - MATTERS REQUIRING A COUNCIL DECISION**  
**PART B - REPORTS FOR INFORMATION**  
**PART C - DELEGATED DECISIONS**

### **INDEX**

<b>PART C</b>	<b>1.</b>	<b>APOLOGIES</b>	<b>3</b>
<b>PART C</b>	<b>2.</b>	<b>CONFIRMATION OF MEETING MINUTES – 14 NOVEMBER 2012</b>	<b>3 - 8</b>
<b>PART B</b>	<b>3.</b>	<b>DEPUTATIONS BY APPOINTMENT</b>	<b>9</b>
<b>PART B</b>	<b>4.</b>	<b>PRESENTATION OF PETITIONS</b>	<b>9</b>
<b>PART B</b>	<b>5.</b>	<b>NOTICES OF MOTION</b>	<b>9</b>
<b>PART B</b>	<b>6.</b>	<b>CORRESPONDENCE</b>	<b>9</b>
	<b>6.1</b>	<b>Murray Thacker</b>	<b>10 – 14</b>
	<b>6.2</b>	<b>Murray Horton</b>	<b>15</b>
<b>PART B</b>	<b>7.</b>	<b>RESERVE MANAGEMENT COMMITTEES</b>	<b>16</b>
	<b>7.1</b>	<b>Duvauchelle Reserve Management Committee – 12 November 2012</b>	<b>17 – 18</b>
	<b>7.2</b>	<b>Stanley Park Reserve Management Committee – 20 September 2012</b>	<b>19</b>
	<b>7.3</b>	<b>Robinsons Bay Reserve Management Committee – 18 October 2012</b>	<b>20</b>
	<b>7.4</b>	<b>Garden of Tane Reserve Management Committee – 23 October 2012</b>	<b>21 - 23</b>
<b>PART B</b>	<b>8.</b>	<b>AKAROA MUSEUM ADVISORY COMMITTEE – 26 NOVEMBER 2012</b>	<b>24 - 25</b>

**We're on the Web!**

[www.ccc.govt.nz/Council/Agendas/](http://www.ccc.govt.nz/Council/Agendas/)

<b>PART B</b>	<b>9.</b>	<b>BRIEFINGS</b>	<b>26</b>
	<b>9.1</b>	<b>Community Profiles</b>	
<b>PART B</b>	<b>10.</b>	<b>COMMUNITY BOARD ADVISER'S UPDATE</b>	<b>26</b>
	<b>10.1</b>	<b>Board Funding Balances</b>	<b>27</b>
	<b>10.2</b>	<b>Banks Peninsula Water Management Zone Committee</b>	<b>28</b>
	<b>10.3</b>	<b>Local Earthquake Recovery Co-Ordination</b>	
	<b>10.4</b>	<b>November Update on Local Capital Projects and Stronger Christchurch Infrastructure Rebuild Team Update (SCIRT)</b>	
<b>PART B</b>	<b>11.</b>	<b>ELECTED MEMBERS INFORMATION EXCHANGE</b>	<b>29</b>
<b>PART B</b>	<b>12.</b>	<b>QUESTIONS UNDER STANDING ORDERS</b>	<b>29</b>

**1. APOLOGIES**

**2. CONFIRMATION OF MEETING MINUTES**

**2.1 Ordinary Board Meeting – 14 November 2012**

The minutes of the Board's ordinary meeting of 14 November 2012 are **attached**.

**STAFF RECOMMENDATION**

That the minutes of the Board's ordinary meeting held on Wednesday 14 November 2012 be confirmed.

**AKAROA/WAIREWA COMMUNITY BOARD  
14 NOVEMBER 2012**

**Minutes of a meeting of the Akaroa/Wairewa Community Board  
held on Wednesday 14 November 2012 at 9.30am in the  
Akaroa Sports Complex, 28 Rue Jolie, Akaroa**

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

The Board reports that:

**PART A – MATTERS REQUIRING A COUNCIL DECISION**

**1. TAKAPUNEKE CONSERVATION REPORT**

**PURPOSE OF REPORT**

The Board considered a report seeking its recommendation to the Council for adoption of the Takapūneke Conservation Report.

**STAFF RECOMMENDATION**

It is recommended that the Akaroa/Wairewa Community Board recommend that the Council adopt the Takapūneke Conservation Report.

**BOARD CONSIDERATION**

The Board unanimously supported the staff report, recognising the importance of the Takapūneke Historic Reserve and its national significance. Board members congratulated all those involved with the production of the conservation report.

**BOARD RECOMMENDATION**

That the staff recommendation be adopted.

The report and accompanying recommendation from the Board were submitted to the Council meeting on 6 December 2012 as a report from the Chairman.

**PART B – REPORTS FOR INFORMATION**

**2. DEPUTATIONS BY APPOINTMENT**

**2.1 CENSUS 2013 – NIKKI HAWKEY, COMMUNITY ENGAGEMENT MANAGER**

The Census Community Engagement Manager gave a short induction to the Board of what the census means for local communities, with particular emphasis on Christchurch City and Banks Peninsula.

**2.2 KERRY LITTLE**

Ms Little addressed the Board on her concerns in relation to young persons in vehicles driving dangerously and the lack of police cover for Akaroa. She was concerned that it was only a matter of time before a fatality occurred.

## 2 Cont'd

The Board also discussed with Ms Little, problems with excessive drinking at licensed premises in Akaroa and the undesirable behaviour resulting from that. The Board was also informed that a drug culture appeared to be developing in Akaroa.

The Board **decided** to contact New Zealand Police to once again express its concerns regarding police staffing levels in Akaroa, and the lack of cover when the sole officer was off duty or on leave.

The Board further **decided** to relay its concerns about the lack of host responsibility in some Akaroa establishments, to the District Licensing Authority.

### 3. PRESENTATION OF PETITIONS

Nil.

### 4. NOTICES OF MOTION

Nil.

### 5. CORRESPONDENCE

#### 5.1 RON PETERSEN

Mr Petersen had written to the Board, on behalf of the Birdlings Flat community, requesting that urgent action be taken to repair the Birdlings Flat toilet, which has not been in service for some considerable time. A customer service request for repairs had been lodged.

The Board **received** the correspondence and asked that it be referred to staff for an urgent response to the matters raised therein.

### 6. RESERVE MANAGEMENT COMMITTEES

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

- Okains Bay Reserve Management Committee – 14 August 2012
- Garden of Tane Reserve Management Committee – 18 September 2012
- Duvauchelle Reserve Management Committee – 8 October 2012

### 7. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE – 1 NOVEMBER 2012

The Board **received** the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on Thursday 1 November 2012.

### 8. BRIEFINGS

#### 8.1 SUE GRIMWOOD – STRENGTHENING COMMUNITIES ADVISER

The Strengthening Communities Adviser informed the Board that an application for funding from Neighbourhood Week Funds had been received but it did not fit the criteria. The Board could, if it wished, consider funding the request under its Discretionary Response Fund. (Refer Clause 15).

#### 8.2 THE MAYOR, BOB PARKER

The Mayor was in attendance at the meeting and discussed various matters of local interest with the Board.

## 8 Cont'd

The Board **requested** that he relay its concerns about the level of policing in Akaroa, to the Canterbury Police Superintendent.

### 9. COMMUNITY BOARD ADVISERS' UPDATE

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

### 10. ELECTED MEMBERS' INFORMATION EXCHANGE

Specific mention was made of the following matters:

**10.1** The Board **decided** to support the retention of the Duvauchelle School remaining as a stand alone unit and gave the following points in making its decision:

- The school is an integral, central part of the rural community, providing education for children from Wainui, Barrys Bay, Pigeon Bay, Little Akaloa, Chorlton, Decanter Bay, Le Bons Bay, Okains Bay, Robinsons Bay and also Akaroa.
- It is situated adjacent to the Banks Peninsula Plunket Community Preschool
- The facility has room for growth
- It is located in a central position for students travelling from the surrounding outer bay areas (travelling time for students is already considerable, without potentially adding extra time)
- It is the "community hub", being the only public facility currently in the Duvauchelle area that can act as a catalyst for adults to meet together.
- Obtaining members for the Board of Trustees has never been an issue as elections have always needed to be held.

The Board was informed that the school roll is likely to increase next year by 12 to 15 students. The children are also receiving a level of education that is 10% above the New Zealand National Standards average. The school is not in debt and has a very supportive fund raising community.

**10.2** The Board **decided** to ask Environment Canterbury (Ecan) for information on the condition of the water at the Akaroa Beach following reports in The Press newspaper that the water quality was unsuitable for swimming, and to also request that Ecan publish the official results of the swimming water tests.

The Board also asked that Ecan be requested to provide clarification on whether the water quality in the harbour was affected by the cruise ship visits.

**10.3** The Board **decided** to ask staff for a formal response on how the situation of continual fouling on Pigeon Bay Road from dairy stock can be remedied permanently, and what conditions are imposed in the current permit for driving stock on that road, and when the permit is due for renewal.

The Board is aware that the dairy farmer concerned had agreed a number of years ago to develop on farm tracks so that it was not necessary to use the public road, except for crossing from one side to the other, and questioned whether this is occurring.

The Board also **decided** to ask for information from Ecan on what appears to be an illegal dump site on the same property on Pigeon Bay Road.

**10.4** The Board **decided** to ask staff for information on any intentions for a permanent solution to public toilets being temporarily erected on the Britomart Reserve, when the temporary toilet consent expires.

### 11. QUESTIONS UNDER STANDING ORDERS

Nil.

## PART C – DELEGATED DECISIONS

### 12. CONFIRMATION OF MINUTES

#### Ordinary Meeting – 17 October 2012

The Board **resolved** that the minutes of its ordinary meeting held on Wednesday 17 October 2012 be confirmed.

### 13. AKAROA/WAIREWA COMMUNITY BOARD – 2013 MEETING DATES

The Board considered a report seeking the adoption of its ordinary meeting dates from February to September 2013 inclusive.

The Board **resolved** to adopt a schedule of ordinary meeting dates up to September 2013 to be held in the third week of the month, commencing at 9.30am, and to be followed by a seminar if required. Meetings to alternate between the Little River Service Centre and the Akaroa Sports Complex, as per the following schedule:

Wednesday 20 February 2013	Akaroa
Wednesday 20 March 2013	Little River
Wednesday 17 April 2013	Akaroa
Wednesday 22 May 2013	Little River
Wednesday 19 June 2013	Akaroa
Wednesday 17 July 2013	Little River
Wednesday 21 August 2013	Akaroa
Wednesday 18 September	Little River

### 14. AKAROA/WAIREWA COMMUNITY BOARD 2012/13 RECESS COMMITTEE

The Board considered a report seeking its approval to put in place delegation arrangements for the making of any required decisions (including applications for funding) that would otherwise be dealt with by the Board, covering the period following its final scheduled meeting for the year on 12 December 2012 up until the resumption of its ordinary meetings in mid-February 2013.

The Board **resolved** that a Recess Committee comprising the Board Chairperson and Deputy Chairperson (or their nominees from amongst the remaining Board members) be authorised to exercise the delegated powers of the Akaroa/Wairewa Community Board for the period following its ordinary meeting on 12 December 2012 up until the Board resumes normal business on Wednesday 20 February 2013.

The Board **resolved** that the application of any such delegation be reported back to the Board for record purposes.

### 15. BRIEFINGS – continued

#### 15.1 DISCRETIONARY RESPONSE FUND APPLICATION

The Board was informed that the French Farm Aquatic Club had made a Neighbourhood Week application for funding for \$1,000 towards a Christmas Event, however as this did not meet the criteria the Board could consider the request under its Discretionary Response Fund, if it was of a mind to do so.

Members agreed that they had received sufficient information from the Strengthening Communities Adviser to consider a funding request for the French Farm Aquatic Club.

The Board **resolved** to decline a grant of \$1,000 from its 2012/13 Discretionary Response Fund to French Farm Aquatic Club towards a Christmas event.

**16. COMMUNITY BOARD ADVISER'S UPDATE - CONTINUED**

**16.1 DRAFT WASTEWATER STRATEGY 2012 - SUBMISSION**

The Board **resolved** to adopt its submission to the Draft Wastewater Strategy 2012.

**17. ELECTED MEMBERS INFORMATION EXCHANGE – CONTINUED**

**17.1 CHRISTMAS PACKS FOR THE ELDERLY**

The Board considered a request for funding from its Discretionary Response Fund for the purchase of Christmas packs for the elderly. In the absence of a formal report the Board was confident it had sufficient information to make a decision on this application.

Board member Bryan Morgan declared a pecuniary interest and took no part in the discussion or voting on this matter.

The Board **resolved** to approve a grant of \$480 from its 2012/13 Discretionary Response Fund for the purchase of Christmas packs for the elderly.

The meeting concluded at 2pm.

**CONFIRMED THIS 12TH DAY OF DECEMBER 2012.**

**PAM RICHARDSON  
CHAIRMAN**



**3. DEPUTATIONS BY APPOINTMENT**

**4. PRESENTATION OF PETITIONS**

**5. NOTICES OF MOTION**

**6. CORRESPONDENCE**

**6.1 MURRAY THACKER**

Mr Thacker has written to the Board on roading matters in Okains Bay.

**STAFF RECOMMENDATION**

That the Board receive the correspondence and pass it to staff for comment.

**6.2 MURRAY HORTON**

Mr Horton, Convenor, Keep Our Assets-Christchurch has emailed the Board, requesting the Board's support in retaining ownership of Christchurch City Council's strategic assets.

**STAFF RECOMMENDATION**

That the Board receive the correspondence and consider the matter raised therein.



' Whare Rata '  
Box 51. Okains Bay Mail Centre,  
R.D.3 Akaroa  
Banks Peninsula 7583.  
December 2012.

Akaroa - Wairewa Community Board,  
Jolie Street,  
Akaroa.

I wish to submit a submission to your Community Board regarding  
Coffins Lane - Back Road ( no exit) Okains Bay.

On 11 February 2009 I made submissions to the Akaroa - Wairewa Community  
Board at Little River service centre, regarding this formed Public road.

My concern then, as now, was firstly the safety of the Public, by  
having an alternative to the present main road in times of flood.  
I also suggested a name change from the present Back Road- no exit-back  
to Coffins Lane, by which it was always known.

This would commemorate the long association - since the 1870s- that  
the Coffin family had with the road, plus the importance of not  
allowing it to be fenced off for grazing, as is the case now.

The decision of the Community Board back in 2009 re grazing was that it  
reduced fire risk; even though every other Council formed road is  
stock free.

This last winter we did see the present Main Okains Road covered by  
about a meter of flood water, logs and debris, for 200 meters plus, and  
we were lucky not to have had a fatality, as one unsuspecting traveler  
with his family, pushed through in his 4 wheel drive vehicle, being  
tossed around in the current.

Extremely dangerous.

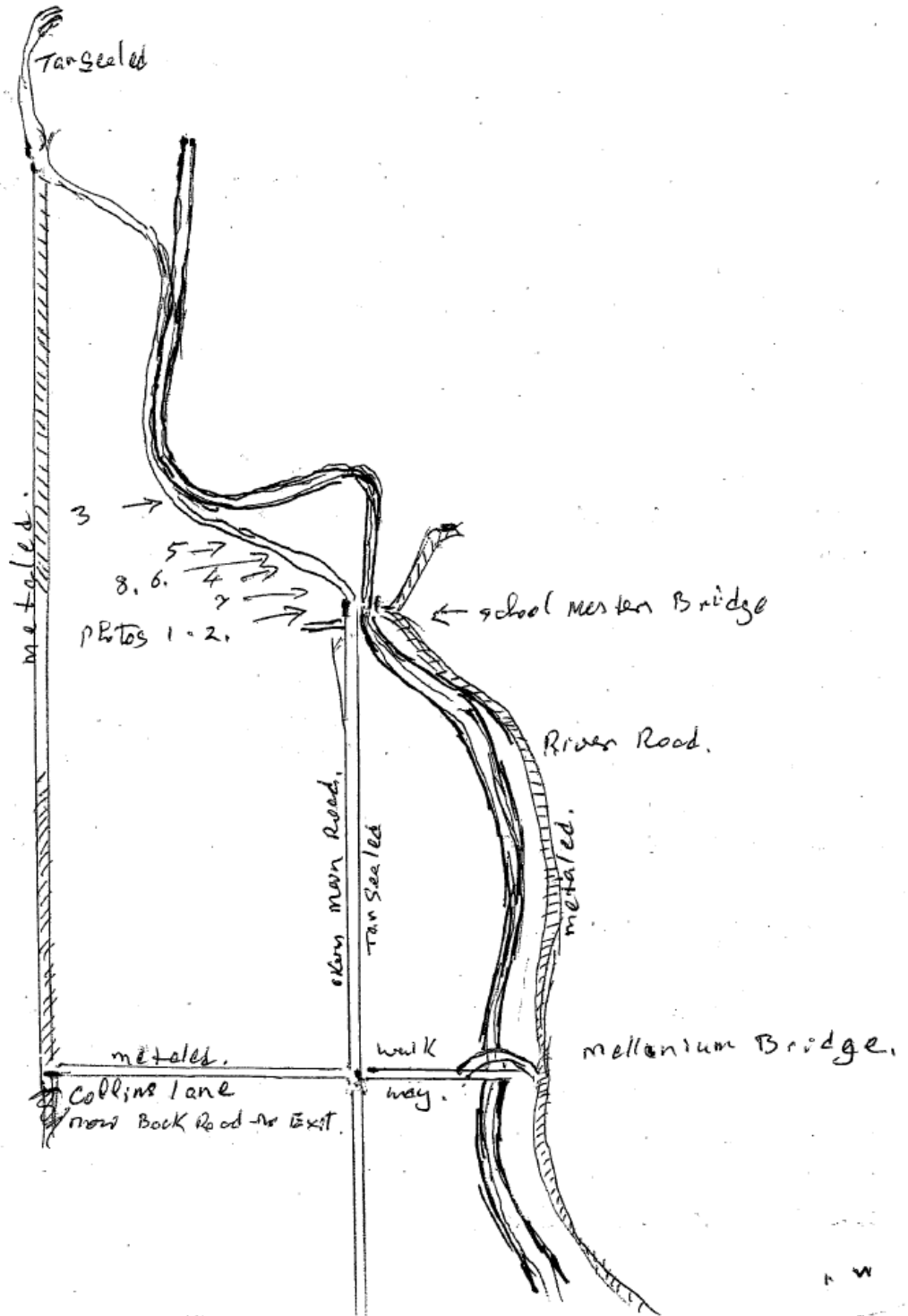
These flood conditions are going to continue at times in the future.

Of the alternative safety route, Coffins lane, there are about 200 meters  
of already formed road, fenced both sides, to be mettaled, making a  
safe alternative to the present Okains Bay Main road, when the next  
flood arrives -- and it will.

There is no other feasible alternative, even dredging the creek would  
be a huge undertaking and still be controlled by the size of the  
Schoolmasters bridge.

Sincerely, Murray Thacker.

Petition I support the submission as written.



Coffins Lane - Back Road (NO EXIT). 2012.

I support the submission as written

Bob Boughton Okains Bay



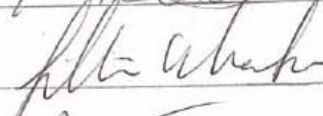
Adrian Boardman Okains Bay



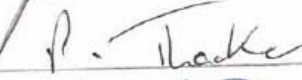
Michelle Boardman Okains Bay



Cillian Thacker Okains Bay



Pahau Thacker Okains Bay



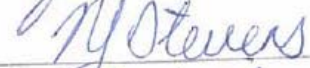
Amour-Jane Ryan Okains Bay



Gary Short Okains Bay



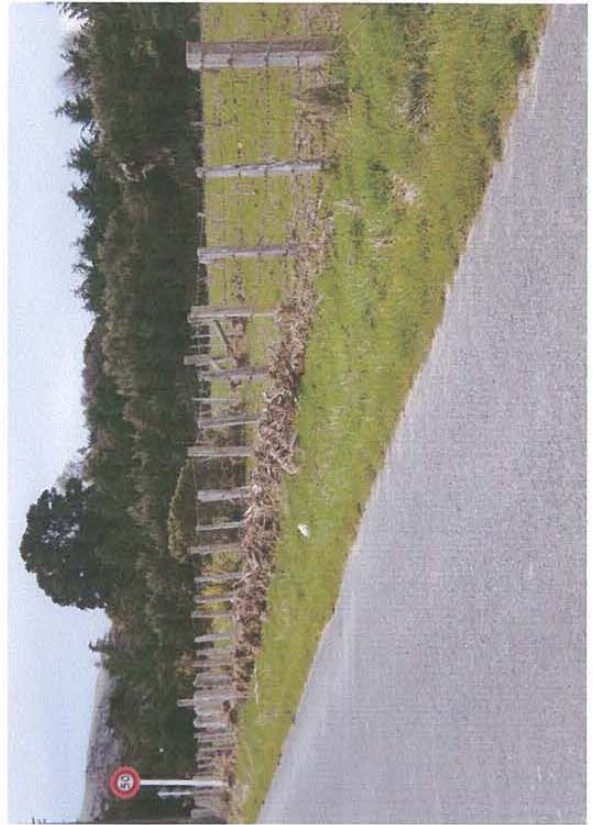
Nicky Stevens Okains Bay



Robin Burdison LK BONS Bay







Email dated Thursday 8 November 2012

Pam Richardson, Chair  
Akaroa-Wairewa Community Board

Dear Pam Richardson

Re sale of Christchurch City assets

As you will be aware, there were a number of submissions to the recent Christchurch City Council (CCC) Draft Annual Plan process calling on Council to sell off city assets as one means of funding earthquake recovery. Among the assets identified by some submitters for sale included not only the commercial entities operating under the Christchurch City Holdings Ltd (CCHL) umbrella but other Council-owned properties such as social housing.

The need for social housing is more so now than ever given the significant increase in private sector rentals since the earthquake, and that pressure on rentals is set to continue with an expected influx on workers into the city over the next years. Similarly, any move to sell down shares in CCHL companies would be shortsighted given the high dividends they consistently return to the city, and which have resulted in CCC rates being significantly lower than the average for New Zealand cities.

The call for the sale of Council-owned properties and sell down of shares in CCHL has come from a business organisations and major property owners, and the influence of those interests should not be underestimated.

Despite CCC rejecting the need to sell assets, the Government has also called on CCC to consider a range of measures to fund the earthquake recovery including privatisation, introducing user pays, contracting out and reviewing asset ownership. There is no doubt that as the Council is required to contribute more to the earthquake recovery, the Government will intensify pressure to sell assets and properties under the guise of keeping rate increases to a minimum.

It is our view that Community Boards can take a lead in the move to retain assets and should be seen to actively support the Council's position. It is vitally important that assets are retained for future benefit.

The Lyttelton/Mt Herbert Community Board has already taken a stance on this issue with the unanimous passing of a resolution at its August 2012 meeting, and we urge your Community Board to do the same.

The Lyttelton/Mt Herbert Community Board's resolution was as follows:

*That the Lyttelton/Mt Herbert Community Board support continued public ownership of New Zealand's strategic assets, and continued Christchurch City Council ownership of its metropolitan and regional strategic assets, in particular Lyttelton Port of Christchurch and that the Board writes to the Prime Minister and the Mayor of Christchurch expressing this view.*

Given the importance of this issue we ask that your Board treat consideration of such a resolution as a priority.

If it would assist your decision-making processes, we are happy to provide you with further information and/or to have a representative address your Community Board on this issue.

Thank you for your attention. Please do not hesitate to contact us if you have any questions or wish to discuss this further.

Yours sincerely

Murray Horton

Convenor  
Keep Our Assets-Christchurch  
Box 2258, Christchurch 8140  
[convenor@koa.org.nz](mailto:convenor@koa.org.nz)  
[www.koa.org.nz](http://www.koa.org.nz)

## **7. RESERVE MANAGEMENT COMMITTEES**

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

- 7.1 Duvauchelle Reserve Management Committee – 12 November 2012 (**attached**).
- 7.2 Stanley Park Reserve Management Committee – 20 September 2012 (**attached**).
- 7.3 Robinsons Bay Reserve Management Committee – 18 October 2012 (**attached**).
- 7.4 Garden of Tane Reserve Management Committee – 23 October 2012 (**attached**).

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

### **STAFF RECOMMENDATION**

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

- Duvauchelle Reserve Management Committee – 8 October 2012.
- Stanley Park Reserve Management Committee – 20 September 2012.
- Robinsons Bay Reserve Management Committee – 18 October 2012
- Garden of Tane Reserve Management Committee – 23 October 2012.



**Minutes of the Meeting of the Duvauchelle Reserves Management Committee  
Held at the Duvauchelle Holiday Park, on Monday 12<sup>th</sup> November, 2012 at 7.30pm**

**Welcome:** Acting Chairman Geoff Carter welcomed those present.

**Present:** Jacque McAndrew, Warren Wisneski, Dawn Turner, Chris Muirhead, Geoff Carter, Brian Bremner, Ken & Kaye Bramley

**Apologies:** Bruce Watts, Paul Haglund, Derek Moir, Lyn Graham

**Motion:** That the apologies be accepted. Chris/Jacque Carried

**Minutes:**

The October Minutes have been circulated to Committee members.

**Motion:** That the October Minutes be taken as read and with the addition of Lyn Graham to the apologies received, be accepted as a true and correct record.

Dawn/Geoff Carried

**Matters Arising:**

**Power Supply** As Bruce was absent, no report..

**Holiday Park Map:** Still awaiting Health & Safety details that must be included.

**Resource Consent for Gas Supply:** Application progressing slowly. May not be installed before summer.

**K Dunn's caravan** has been moved from its site into storage.

**Treasurer's Report:**

Dawn presented the Financial Statement for October and expenses to date for November.

**Motion:** That the Financial Statement as presented be accepted and the expenditure approved.

Dawn/Chris Carried

**Motion:** That the Annual Financial Statement, tabled at the October meeting, be accepted.

Geoff/Jacque Carried

**Correspondence**

**Inward:**

Factio	Quote for fixing floors in lower ablution block
Jim Palmer	Quote for upgrade of power boxes
Michael Aitken CCC	Our letter sent on to Facilities Rebuild Project Team
R & A Hutchison	Application for extension of time to dispose of caravan
Graham Hamilton	Agreeing to have awning same width as caravan
A/W Community Board	Agenda for 17 <sup>th</sup> Oct meeting
Craig Allsop	Application for decking
Teldave Electrical Ltd	Certificate of Compliance
Liz Carter CCC	Information Seminar for RMC - Little River 29 November
AC Connections	Quote for power boxes
Anonymous	re locals using showers

**Outward:**

Graham Hamilton	Informing him plan for awning too wide
Graham Hamilton	Accepting revised plan
Newsletter	

**Motion:** That the inward correspondence be accepted and outward approved.

Chris /Geoff Carried

**Discussion of Correspondence:**

**Motion:** That R & A Hutchison be granted an extension of time to dispose of their caravan,

Geoff/Jacque Carried

There is not enough room beside Allsop's awning to place a decking and keep the required clearway, so placing decking at the end of his caravan over the drawbar was discussed.

**Motion:** Permission be granted for the requested decking with this dispensation recorded on the signed site agreement notice held in the office. Chris/Jacque Carried

Jacque & Dawn will attend the CCC Information seminar at Little River.

Ken & Jacque will monitor the use of camp ablution facilities by locals.

### **Caretakers' Report:**

**Power Boxes:** Three quotes have been received. Further discussions are needed to clarify actual costs.

**Flat Screen TV:** Has been installed but needs speakers.

**Tree Removal:** Mark Bryan has removed trees and trimmed hedges.

**Trellis at end of house veranda:** Bob Anderson is organising this.

**Mower Prices:** Three prices were presented, but as the oldest mower is still working, no action taken yet.

The "owning" of plant may change in the future and is to be discussed at the RMC seminar.

**Shower Floors:** The quote given by Spec-Tec International Coatings Ltd. was discussed.

**Motion:** That the quote of \$990.00 be accepted.

Chris/Dawn

Carried

**Tennis Court resurfacing:** This project is currently "on hold".

**Toilet Paper:** A bulk buy for \$1,600 was approved.

**Brent's fence:** Although he would like colour steel, we want a wooden fence in keeping with all our other boundary fencing. Further discussion needed to clarify the height and what exactly is involved.

**Casual Staff:** None currently available. We should try Trade Me, Seek and Akaroa.com

**ECan:** A visit was made by a representative to discuss Piper Stream flood damage. A paper trail is vital as they cannot be held to verbal comments made during a site visit.

**Site changes:** Mansons from 43 to 74, Allsop from 56 to 43, Dalton to 56, Freitag on 22. Simmons have indicated that they may relinquish site 83.

### **Health & Safety:**

No problems.

### **General Business**

**Management Committee Chairman:** Our new Chairman, Jacque McAndrew was elected to fill the vacancy until the Triennial Meeting next year.

Nominated by Dawn Turner. Seconded by Chris Muirhead.

Carried

unanimously

**Camp Charges:** These are to be considered early in 2013. Any changes will take effect as from 1 July, the beginning of our financial year.

The new Chairman closed the meeting at 9.30 pm

Next meeting to be held at the Duvauchelle Holiday Park at 7.30 pm. Monday 10<sup>th</sup> December, 2012

## Stanley Park Reserve Management Committee

Meeting held on 20th September 2012 at the Akaroa Yacht Club at 9am

Present:

Elizabeth Haylock (in the Chair), Peter Haylock, Enid Gillanders, Kit Grigg, Rod Naish and Lyndon Graham (Community Board)

Apologies: Laurie Richards and Robyn Grigg.

Minutes of meeting: held on 21<sup>st</sup> June 2012 were taken as read.

Matters arising:

Rod Naish reported that he had arranged for the chipper contractor to be on the job on Tuesday 6<sup>th</sup> November. Kit Grigg suggested that preparatory work needs to be undertaken to free the cut scrub from grass regrowth, in order to prevent delays at the chipper. Rod Naish offered to bring his tractor down to assist in this job.

It was noted that there had been no response to the request for action on maintenance work sought from the CCC following the inspection on the 21<sup>st</sup> July.

It was resolved 'That the committee action the 'CSR' procedure with the CCC to request work on those maintenance issues raised at the meeting on 21.6.12'  
*E.Haylock / L.Graham*

Rod Naish undertook to approach a local fencing contractor to give a quote for the necessary fencing work.

General:

The question arose as to the present position of the Park in relation to the road reserve on the boundary with the old school / Ngai Tahu site, and plans for replanting the steep area immediately adjacent. The committee to enquire as to the position of the CCC Management Plan.

Meeting dates for next year would be March 14<sup>th</sup>, June 20<sup>th</sup>, and September 19<sup>th</sup>.

The meeting closed at 10am.

**Robinsons Bay Reserve Management Committee Meeting**

Thursday 18 October 2012, 1A Archdalls Road, Robinsons Bay - 7.30pm

**Present:** Raywyn Stronach, Richard Lovett, Sue Lovett, Annette Moore, Marion Wilson, Paddy Stronach, Pippa Foley,

**Apologies:** Lee Robinson, Paddy Stronach,

**Minutes of Aug** (Sue/Raywyn)

**Matters arising**

Lions will finish painting PO & committee to contribute to paint if required.

Richard to get & fit Perspex from Noel Kelly to cover post boxes to prevent vandalism.

**Correspondence**

Inward emails

Lee...various on wharves all fwd

Wendy Graham re meeting dates

Outward

minutes

**Financial Statements rec'd 3 mthly. No report at meeting. Rec'd since.**

Term deposit \$4381.78 at 19 Oct 12 due 18 Nov 12

00 a/c           \$632.39     as at 31 Oct bal not available at meeting

-097 a/c        \$27.35     as at 31 Oct bal not available at meeting

\$ 5041.45     as at 31 Oct.

**General Business**

Sue to email Ian Jackson re attaching the tree labels & creating info plaques for the clearings & if necessary the DOC nursery re the labels.

Raywyn has resigned. Richard was suggested & accepted as interim Chair until the next election as no one else wants to do it. Raywyn/Marion

Suggestions to approach Fran Anderson, Geoff & Lorraine Inwood & Julian Calcutt re committee 2013

Marie Rhodes has photos which may be useful for the story boards

Sue has the original domain survey from the archives.

Paddy asked that the secretary/treasurer take the honorarium. This was again declined as the workload has diminished significantly to when it was initiated.

Future meeting dates:

Proposed to set two per year with provision for others if required & by notifying council. March & Sept 2013. first Tuesday of the month. i.e. 5 March & 3 Sept at Lovetts, 38 Tizzards Rd                   Sue/Raywyn

Meeting closed at 8.00 pm

**Minutes Garden of Tane Reserve Management Committee**

**Christchurch City Council**

**Committee Meeting**

**Held at Akaroa Sports Complex**

**28 Rue Jolie, Akaroa**

**Tuesday 23 October 2012 at 5.00 pm**

**Present:** Patricia Dart, Warwick Harris, Alan Hemsley, Jed Hickey, Leigh Hickey, John McIlroy, Suky Thompson, Lynda Wallace

**In attendance:** Leigh Hickey (Community Board Liaison – Akaroa/Wairewa)

**1. Apologies:** None

**2. Introduction of new Committee Members:** Patricia (Patsy) Dart introduced herself to the Committee and stated her interests in the Garden of Tane and her involvement with the Banks Peninsula Trust, and particularly the reintroduction of tuis. Patsy was welcomed to the Committee as a co-opted member. Leigh Hickey indicated that it was in order for her to be a member of the Committee as well as being the Community Board Liaison representative. This joint involvement was welcomed and Leigh was approved as a Committee member.

**Moved:** Thompson/McIlroy Carried

**3. Minutes of previous meeting:** Minutes of the inaugural meeting of the Committee held on 18 September 2012 were circulated.

**Moved** that they be accepted: Thompson/McIlroy Carried

**4. Matters arising:** These items were carried over to General Business where they were considered in conjunction with information given at the Garden of Tane Reserve Management Committee Workshop that preceded the meeting (a report of the Workshop has been sent to the Community Board and circulated to Committee members).

**5. Financial report:** The Council requires that the committee has a bank account. This was opened by Suky Thompson (Chairperson) and Warwick Harris (Secretary/Treasurer) with the Bank of New Zealand, Akaroa. A deposit of \$100 was donated by W. Harris to make the account immediately operable, and cheque and deposit books have been issued.

It was recommended that a third cheque signer be approved and Lynda Wallace was nominated for this role.

**Moved** that L. Wallace is given the authority to sign cheques for the committee in the absence of either S. Thompson or W. Harris: S. Thompson/W. Harris Carried

It was recommended by Lorraine Stewart, branch Manager, BNZ, Akaroa, that the Committee Account obtains exemption from Resident Withholding Tax, and for this purpose an IRD number is required. To do this it is necessary to define the legal organisational status of the Committee. Liz Carter has been asked to confirm the status of the Committee in this regard before the IRD forms are returned.

Through Sue Grimwood and Wendy Gunther (Strengthening Communities Administrator, CCC) confirmation of a Christchurch City Council's Discretionary Response Fund in 2012/13 grant for \$500.00 is being processed. This has been signed by S. Thompson and W. Harris and the \$500.00 will be deposited in the Committee bank account. Expenditure of the \$500 has to be accounted for in a report due in September 2013.

S. Thompson donated \$49.00 for the purchase of wooden pegs to mark premier tracks for upgrading and providing directions for visitors to the Garden.

**6. Correspondence:** None.

**7. General Business:**

**(a) Long Term Plan (LTP).** The Committee needs to gain information about the Council's LTP in terms of dates for procedures, what is included in it, and routes for application.

**Action:** S. Thompson.

**(b) Letters to Council specialist staff and managers.** Following on from the Workshop Committee members were asked to draft letters to Brent Smith and Jeremy Hawker to thank them for their participation

in the Workshop and to other specialist Council staff inviting them to meet the Committee at mutually convenient times, preferably in the Garden:

Brent Smith: To obtain information about LTP status and procedures, recommendation for demolition of toilet block. (S. Thompson).

Jeremy Hawker: To obtain volunteer guidelines, inventory of trees in Garden, signage rules, availability of Forest & Bird signs for native plant species (W. Harris).

Tony Armstrong: As City Arborist to visit the Garden to discuss tree maintenance, replacement of trees that fall or are removed, and obtaining list of notable trees (W. Harris).

Paul Devlin: To invite rangers to visit the Garden and walk tracks to discuss baseline monitoring of pest levels, strategies for control of pests, and track maintenance and improvements i.e., gradients suitable for wheel chair access (J. McIlroy).

These draft letters to be forwarded to Suky Thompson to be sent to the recipients over her signature.

**Action:** S. Thompson and those requested to draft letters.

(Note) A letter has also been written to Trevor Partridge, City Botanist, for advice on inventory of native plant species, weed control, and planting of native species (W. Harris) and it has also been recommended that Andrew Crossland be contacted to discuss enhancement of bird diversity in the Garden (J. McIlroy).

**(c) Informal meeting to mark tracks and note native species for labelling.** An informal meeting in the Garden of Tane to define and mark the main tracks for upgrading and also to consider native plants along these tracks was proposed. It was decided that 5 30 pm would be a suitable time for the meeting and Warwick Harris was to find from the committee the most suitable date for this meeting.

**Action:** W.Harris

(Note) The date decided was Thursday 8 November and S. Thompson, P. Dart, J McIlroy and W. Harris were able to attend. Forty one white pegs were placed to mark tracks and time was spent looking at plants, weeds in particular. A brief account of this informal meeting was e-mailed to Committee members and copied to Community Board.)

**(d) Marking entrance to Garden of Tane from Beach Road.** It was decided to mark the entrance to the track leading up from Beach Road to the playground area, connecting with the loop track from the RC – Dissenters cemetery car park to the lookout near the site of the summerhouse/caretaker's cottage. Jed Hickey agreed to make the sign and Alan Hemsley offered to provide materials.

Moved that \$200.00 be allocated for payment of the cost to make and erect sign: S.Thompson/J.McIlroy.

Carried

**Action:** J.Hickey, A. Hemsley

**(e) Pest Control:** Requirements to estimate and monitor pest levels, using techniques such as tooth markings on wax blocks were discussed and the expertise of John Thom in this area was noted. John McIlroy and Patsy Dart indicated they would pursue the options for monitoring pests and other aspects of management of wildlife in the Garden. A request for advice for pest management procedures was made to Paul Devlin, Area Head Ranger in a letter dated 12 November 2012.

**Action:** J. McIlroy, P. Dart.

**(f) Toilet Block.** If the recommendation in the Management Plan demolish to toilet block can be cancelled alternative possibilities for it being used for other purposes were discussed. These included storage of equipment/materials for Garden management, and a surface for murals pertinent to the Garden. A request to reconsider the proposal to demolish the Toilet Block is included in the letter to Brent Smith in a letter dated 12 November 2012.

**Action:** S. Thompson

**(g) Community liaison and support.** Alan Hemsley reported that the Akaroa Lions Club was interested in giving support to suitable projects in the Garden and would draft a letter to this effect. This prompted suggestions for several projects including reconstruction of the Summerhouse, alteration of the Toilet Block, and construction of a board walk to improve access from the Garden to the Anglican Cemetery.

Leigh Hickey reported that Akaroa Area School was interested in using the Garden as an educational resource. Leigh and Jed will also seek Council and community support to improve the playground area for recreation.

**Action:** A. Hemsley, L & J. Hickey.

**(h) Requests for Council services and work in Garden.** Procedures and the extent to which the Committee can be involved in the implementation and monitoring of the standard of work undertaken by the Council in the Garden were considered.

**Action:** To be considered further.

**(i) Portfolios.** It was agreed that Committee members should have portfolios relevant to their knowledge, experience and interests in different aspects of the management of the Garden. This is an initial list that can be discussed and changed. It is expected that all members of the Committee will have interest in all the areas defined.

Suky Thompson: Tracks, Long Term Plan

Lynda Wallace: History and Heritage

John McIlroy, Patsy Dart: Animal wildlife biodiversity and pest control

Leigh and Jed Hickey: Playground, School liaison

Alan Hemsley: Practical aspects of work in Garden, Community liaison

Patsy Dart, Warwick Harris: Plant biodiversity and weed control.

**8. Date of next meeting:** After discussion it was agreed that meetings should be every two months on the fourth Tuesday of the month at 5 30 pm after a meeting scheduled for Tuesday 27 November 2012. However the Sports Complex meeting room is not available on that date.

Consequently the **next meeting will on Tuesday 22 January 2013 at 5 30 pm at the Akaroa Sports Complex.**

The meeting closed at 5 30 pm

## 8. AKAROA MUSEUM ADVISORY COMMITTEE – 26 NOVEMBER 2012

<b>General Manager responsible:</b>	General Manager, Community Services DDI 941-8607
<b>Officer responsible:</b>	Akaroa Museum Director
<b>Author:</b>	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 26 November 2012.

The meeting was attended by Committee members, Pam Richardson (Chairman), Lyndon Graham and Meri Robinson

Also in attendance were Kate Clare (2.48pm) and Nigel Harrison, who were both representing the Friends of Akaroa Museum in the absence of David Miller.

Also in attendance was Lynda Wallace (Museum Director).

#### 1. APOLOGIES

Apologies were received and accepted from David Miller and Leigh Hickey for absence and Kate Clare for lateness.

#### 2. MINUTES OF PREVIOUS MEETING

The committee **received** the minutes of the Akaroa Museum Advisory Committee meeting held on Monday 24 September 2012.

#### 3. MUSEUM DIRECTOR'S UPDATE

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

- Continued closure of Akaroa Museum to allow permanent repairs to be made
- Delivering history to visitors through tabloid newspaper and brochure
- Exhibitions
- Collections
- Temporary building facility to provide a work place for staff
- Upcoming Events

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.

- Oral History Project – members suggested the following persons could also be interviewed for the Oral History Project on the following subjects:

Stewart Miller	-	Local Government
Nancy Robinson	-	Maori History
June Hay	-	Fashion

The Committee **received** the report.

#### 5. CORRESPONDENCE

Nil.



**6. COMMUNITY BOARD ADVISER'S UPDATE**

**6.1 Meeting Schedule – 2013**

The Committee **resolved** to adopt the following schedule for its meetings in 2013:

Monday 25 March 2013	2.30pm	Akaroa Sports Complex
Monday 24 June 2013	2.30pm	Akaroa Sports Complex
Monday 23 September 2013	2.30pm	Akaroa Sports Complex

**7. COMMITTEE MEMBERS' EXCHANGE OF INFORMATION**

Committee members received information on the Takapuneke Conservation Report, which will be presented to Council on 6 December 2012 and the War Memorial Conservation Plan which is available for viewing at the Akaroa School and Community Library.

**Next Meeting:** Monday 25 March 2013 commencing at 2.30pm.

The meeting closed at 3.30pm.

**STAFF RECOMMENDATION**

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

## **9. BRIEFINGS**

### **9.1 COMMUNITY PROFILES**

The Strengthening Communities team wishes to present the updated community profiles to the Board.

## **10. COMMUNITY BOARD ADVISERS UPDATE**

### **10.1 BOARD FUNDING BALANCES**

A copy of the Board's 2012//2013 funding balances as at 12 December 2012 is **attached** for members' information.

### **10.2 BANKS PENINSULA WATER MANAGEMENT ZONE COMMITTEE**

Minutes of the Banks Peninsula Water Management Zone Committee meeting held on 16 October 2012 are **attached** for members' information. The attachments to these minutes can be viewed at: *The Council – Meetings, agenda & minutes – schedule, agenda and minutes – October*.

### **10.3 LOCAL EARTHQUAKE RECOVERY CO-ORDINATION (LERC)**

No meeting was held in November. The next meeting will be held in January 2013.

### **10.4 NOVEMBER UPDATE ON LOCAL CAPITAL PROJECTS AND STRONGER CHRISTCHURCH INFRASTRUCTURE REBUILD TEAM UPDATE**

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

## ATTACHMENT TO CLAUSE 10.1

Codes	Akaroa-Wairewa Discretionary Response Fund		Board Approval
	<b>Discretionary Response Fund - 2012/2013 allocation</b>	<b>12,799.00</b>	
	<b>Carried Forward 2010/2011 projects that did not proceed (EQ related)</b>	<b>0.00</b>	
	<b>Additional Credit – Former Reserves Discretionary Fund</b>	<b>21,743.00</b>	
	<b>Total 2012/2013</b>	<b>34,542.00</b>	
461/124/9/	<b>Allocations made</b>		
1	<b>Okains Bay Maori and Colonial Museum - Maori costumes for Okains Bay School children</b>	600.00	18/07/12
2	<b>Holdyn Skinner – Jazz Bank Trip north of South Island - pending</b>	300.00	15/08/12
3	<b>Matthew Dickie – Competing at the Beef and Lamb National Competition in Auckland - pending</b>	300.00	15/08/12
4	<b>Akaroa Area School – Akaroa 2012 CASAfest - pending</b>	3,800.00	15/08/12
5	<b>Akaroa and Bays Civil Defence – First Aid Training Course</b>	1,700.00	19/09/12
6	<b>Garden of Tane Reserve Management Committee - Initial Operating Costs</b>	500.00	19/09/12
7	<b>Lisa Pirika - Travel costs to Wellington pre World Art Games</b>	300.00	17/10/12
8	<b>Akaroa/Wairewa Community Board – Christmas packs for the Elderley</b>	480.00	14/11/12
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
	<b>Discretionary Response Funds Allocated</b>	<b>7,980.00</b>	
	<b>TOTAL: Akaroa/Wairewa Discretionary Response Fund Unallocated</b>	<b>26,562.00</b>	
	<b>Youth Development Fund - Opening Balance allocation from SCF</b>	<b>0</b>	
	<b>Allocations made</b>		
	<b>Youth Development Fund Balance - Available for allocation</b>	<b>0</b>	
	<b>TOTAL: Akaroa/Wairewa Youth Development Fund Unallocated</b>	<b>0</b>	

**BANKS PENINSULA WATER MANAGEMENT ZONE COMMITTEE  
16 OCTOBER 2012**

**A meeting of the Banks Peninsula Water Management Zone Committee was held in Governors Bay Hotel on Tuesday 16 October 2012 at 5.30pm**

**PRESENT:** Richard Simpson, Community Representative (Chairperson)  
Donald Couch, Commissioner Environment Canterbury  
Yvette Couch-Lewis, Community Representative  
Iaeen Cranwell, Te Rūnanga o Wairewa  
Steve Lowndes, Community Representative  
Pere Tainui, Te Rūnanga o Ōnuku  
Kevin Simcock, Community Representative  
June Swindells, Te Hapu O Ngati Wheke

**APOLOGIES:** An apology for absence was received and accepted from Councillor Claudia Reid, Pam Richardson, and Wade Wereta-Osborn.  
Iaeen Cranwell and Pere Tanui arrived at 5.40pm and were absent for clauses 1, 2 and 3.  
Yvette Couch-Lewis arrived at 5.45pm and was absent for clauses 1, 2, 3 and part of 5.

**1. CONFIRMATION OF MINUTES – 18 SEPTEMBER 2012**

It was **decided** that the minutes 18 September 2012 be approved as a true and accurate record, subject to the following amendment:

Clause 7 (Coastal Plan)

- The role of the Zone Committee will be through the submission *a collaborative* process under the Resource Management Act.

**2. DEPUTATIONS BY APPOINTMENT**

Nil.

**3. IDENTIFICATION OF URGENT ITEMS**

Nil.

**4. REFLECTIVE QUESTIONS REGARDING ZONE IMPLEMENTATION PROGRAMME**

The Committee was unable to hear reflective questions due to the time constraints of the meeting.

**5. FINALISING OF DRAFT ZONE IMPLEMENTATION PROGRAMME**

The Committee **agreed** to accept the draft zone implementation programme as amended and recommend that it is released for public consultation.

**6. PUBLIC MEETING ARRANGEMENTS**

Ian Whitehouse, Environment Canterbury, briefed the Committee on the public meeting arrangements and offered suggestions on group discussion.

**7. IDENTIFICATION OF GENERAL PUBLIC CONTRIBUTIONS**

Nil.

The meeting concluded at 9pm.

**CONFIRMED THIS 20TH DAY OF NOVEMBER 2012**

**RICHARD SIMPSON  
CHAIRPERSON**

11. ELECTED MEMBERS INFORMATION EXCHANGE
12. QUESTIONS UNDER STANDING ORDERS