

4. CANNON HILL CRESCENT: STREET TREES

Officer responsible Parks Manager	Author Warwick Scadden, Parks & Waterways Area Advocate, DDI 941 6614
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The purpose of this report is to:

1. provide the Board with results of a recent survey regarding the Pohutukawa trees on the street grass berm in Cannon Hill Crescent; and
2. obtain the Board's support for thinning the Pohutukawa trees.

(Refer also to clause 17.)

INTRODUCTION

In May 2003, the following request was received from a group of residents representing ten households in Cannon Hill Crescent:

Residents of Cannon Hill Crescent request your cooperation in restoring the lost view experienced in this vicinity. The cause of this loss is the unrestricted growth of Pohutukawa trees lining the street. The trees are admired and welcome, but as they reach maturity they conceal increasing amounts of the view so valued by hill residents. The area of immediate concern is from the Mt Pleasant School to about number 240, and on both sides of the street.

The street trees were inspected and it was evident that the views from some properties were affected. Two specimens had been previously topped, resulting in extremely dense growth.

While it is acknowledged that some views are affected by the street trees, it is also evident that trees on private property are affecting some views.

As a result of discussions at the 19 June Board seminar, it was agreed that consultation on this issue was required with a wider residential group.

CONSULTATION

On 24 July a letter (copy attached) and submission form were posted to the owners and tenants of 53 properties in the area asking for submissions by 15 August.

SUBMISSIONS

26 responses have been received with details as follows:

- | | | |
|-----|--|----|
| (a) | The trees are not causing a problem to us | 3 |
| (b) | Opposed to any pruning – nothing should be done | 2 |
| (c) | The Pohutukawas require thinning and topping to maintain views | 12 |
| (d) | The Pohutukawas require thinning of the branch structure | 8 |
| (e) | Some trimming of the Pohutukawas is required | 1 |

DISCUSSION

While a majority of respondents favour thinning the branch structure and topping the Pohutukawa trees, it was clearly stated in the letter to residents that topping is not an option. The City Arborist has confirmed that topping creates a denser branch structure and ruins the overall shape and beauty of the Pohutukawa.

Thinning the branch structure, while not lowering the height, greatly reduces the density of the tree, advancing its mature form of an open branched habit, allowing more light through and a partial view. It is suggested that thinning of the branch structure be done to reduce the density of the trees where residents' views are affected.

Staff

Recommendation: That the branch structure of all Pohutukawas on Council land on Cannon Hill Crescent be thinned up to a maximum of two thirds, except for the Pohutukawas outside the two properties where the owners have requested that the status quo remain.

Chairperson's

Recommendation: That the recommendation be adopted.

5. LANDSCAPE UPGRADE AT THE CORNER OF WALTHAM ROAD AND MOORHOUSE AVENUE

Officer responsible Community Advocate	Author Gina Clarke, Community Secretary, DDI 941 6615
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The purpose of this report is to obtain the Board's approval of the attached concept plan for consultation.

At the 3 September 2003 Board meeting the Board requested that an updated concept plan be prepared for the corner of Waltham Road and Moorhouse Avenue.

Landscape details to be considered for inclusion in the plan were:

1. Heritage gas lamp
2. Heritage seating
3. Heritage mural on back fence
4. Changed tree species

The Board has been advised that there is limited funding for carrying out major development in this area.

Staff

Recommendation: That the Board approve the attached concept plan for consultation.

Chairperson's

Recommendation: That the recommendation be adopted.

6. MAIN ROADS AMENITY PLANTING

Officer responsible City Streets Unit Manager	Author Lorraine Wilmshurst, Consultation Leader, DDI 941 8662
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The purpose of this report is to inform the Board of the work on the Main Roads Amenity Planting project and seek support for a consultation process.

BACKGROUND

In April 2003 a report by Alix Newman (City Streets Capital Programme Team Leader) and Dennis Preston (City Solutions Team Leader – Landscape) was presented to the Sustainable Transport and Utilities Committee seeking direction on the Main Roads Amenity Planting project.

That report referred to a budget set at \$75,000 per year to arrange for more planting of street trees along arterial roads.

A concept plan was tabled at the Committee meeting (see attached plan).

The Committee decided:

1. *That the City Streets Unit develop the City to Sumner amenity planting plan further and report back to the Committee, prior to consultation.*
2. *That the Committee direct a series of main roads in priority order that it would like to see this funding allocated to beginning with Ferry Road from Ferrymead to Sumner with special reference to the causeway.*

CONCEPT

City to Sumner

Over the years there have been several initiatives to establish more trees on the route from the central city to Sumner. A 1990's celebration planting resulted in a number of Pohutukawas being planted in Peacocks Gallop. Upgrading of Woolston and parts of Ferry Road have resulted in more trees. The "Crimson Trail" initiative was also aimed at planting more Pohutukawas, especially at McCormacks Bay.

The Main Roads Amenity Planting project looks at the route in roughly two equal sections: Ferrymead to Sumner and Ferrymead to the city, building on some already established planting themes.

From Ferrymead to Sumner the use of Norfolk Pines and Pohutukawas is suggested. These trees have strong connections to the beach for many New Zealanders. The Norfolk Pine will grow to a good size in Sumner and is reasonably hardy to our conditions. Christchurch is stretching the Pohutukawa's southern limit but it will grow in more sheltered protected sites.

The section from Ferrymead to the city centre has been more problematic in getting extra trees established. By using a combination of private land ownership (for example, landscape setbacks) and public land more trees can be planted. Because there is already a number of oak plantings along the route, it is proposed to use Scarlet Oak. The tree is deciduous, which is important during the winter months in built up areas. It is also hardy and has a spectacular autumn display.

DISCUSSION

The project team has visited the sites and feels that it will be possible to implement the concept plan in some areas but there may be complications in some other areas. It has decided to concentrate on the Ferrymead to Sumner section at this time (stage one).

The following consultation plan has been devised:

- Step 1 Talk to the Residents' Associations about the project and ask for their support of the overall concept.
- Step 2 Look at specific areas and work with those groups of residents or businesses to implement the concept in those areas.

This process would involve:

- 1 Continuing working with the Ferrymead business owners who have approached Andrew Craig (Urban Design Landscape Architect) with a proposal for planting trees in the landscape areas in front of their buildings.
- 2 Continuing with the options and proposals that Warwick Scadden (Parks and Waterways Area Advocate) is working through with the community including the Christchurch Yacht Club.
- 3 Approaching Redcliffs School with some possibilities for replanting the school frontage.
- 4 Adding to and possible repositioning of some of the Phoenix Palms in Peacocks Gallop.

CONCLUSION

Implementation of the concept plan will require input from several groups and will be done in stages. As each stage is undertaken Council Officers will report progress to the Board and the Sustainable Transport and Utilities Committee.

Staff

- Recommendation:**
1. That the information be received
 2. That the Board support the proposed consultation process and receive regular reports on the progress being made with planting.

Chairperson's

- Recommendation:** That the recommendation be adopted and a public meeting for the area from Ferrymead to Sumner be included in the consultation for stage one of the planting project.

7. CONTRACT NUMBER 03/04-29: CHARLES STREET AND BARBOUR STREET KERB AND CHANNEL RENEWAL

Officer responsible City Streets Manager	Author James Wijemanne, Design Engineer, DDI 941 8713
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PURPOSE

The purpose of this report is to obtain the Board's approval for acceptance of a tender which is above the \$500,000 authority delegated to Council officers.

RELEVANT CURRENT POLICY

This project forms part of the City Streets Unit's Capital Expenditure Programme for 2003/2004 and is a Capital Output of the Financial Plan and Programme.

DESCRIPTION

The contract is for the construction of kerbs, channels, asphaltic concrete paths, grassed berms, landscape planting, drainage works and carriageway and road shoulder reconstruction on Charles Street (Wilson's to Osborne) and Barbour Street (Charles to Railway Line). Roadmarking and signage is also included. (See attached plans.)

Tender prices have been received as follows:

City Care Limited	\$563,273.10
Calcon Asphalt Limited	\$595,597.20
Local Construction Limited	\$610,855.50

All prices exclude GST.

These prices include a contingency sum of \$30,000 and the work is for a twenty two (22) week period.

The estimate for the work was \$530,226.00.

The winning tender is within the project budget.

RESULTS OF CONSULTATION

The standard roadworks information leaflet has been circulated inviting comments relating to the project and all enquiries and comments from residents and others have been satisfactorily resolved.

Chris Reside of City Care Ltd has given an assurance that the work can be completed within the specified time.

Recommendation: That the lowest price conforming tender of City Care Ltd for the sum of \$563,273.10 be accepted.

Chairperson's Recommendation: That the recommendation be adopted.

8. AVON LOOP

Officer responsible City Streets Manager	Authors Stephen Matheson, Unit Manager, DDI 941 8653 Barry Cook, Traffic Engineer – Community, DDI 941 8938
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The purpose of this report is to update the Board on issues relating to the Avon Loop area.

STREET LIGHTING

On 2 April Mr Sibley of 2 Bangor Street made a submission to the Board about his offer to underground and install streetlighting in Bangor Street outside his property.

Mr Sibley wants to install decorative street lights rather than the standard concrete pole with curved arm.

Picture 1 shows the type of decorative light proposed. The proposal was to underground the section of Bangor Street between Kilmore and Rees Streets and would require two of these lights to be installed. The existing underground cabled street light near Kilmore intersection (tall concrete pole with standard street light fitting as in Kilmore St) would remain. The proposal was for lights to be mounted at 5 metres, however 6 metre mounting height would be more appropriate as it maximises the spacing between lights (usually around 44 metres). The light loses its proportion if it is mounted higher. The cost to supply and install this type of light is approximately \$3,000 plus GST per light.



Picture 1 – Proposed Decorative Light

Standard street lights would be mounted at 7.5 metres and therefore wider spacings could be achieved (usually around 55 metres). Two of these lights would be required for the proposed section of undergrounding. The light would be a painted tapered steel pole and curved arm with a standard road light fitting (see picture 2). This is the same type of light that has been installed in the recent Urban Renewal underground conversion projects on the other side of the river in Churchill Street and Cambridge Terrace, between Barbadoes and Kilmore Streets. The cost to supply and install this type of light is approximately \$1,250 plus GST per light.



Picture 2 – Standard Street Light

The proposed section of undergrounding is a relatively short length and requires the same number of lights for both options however if decorative lights were installed in Bangor Street as proposed then it is likely that residents in the extended area would expect this type of lighting to be installed if the overhead wiring was to be undergrounded in the future. The following table shows the costs comparison (excluding GST) between the two options for the roads in the Avon Loop area.

Road	Length (m)	Cost		
		Decorative	Standard	Difference
Bangor St	368	\$27,000	\$8,750	\$18,250
Oxford Tce	890	\$63,000	\$21,250	\$41,750
Rees St	89	\$9,000	\$2,500	\$6,500
Willow St	114	\$9,000	\$3,750	\$5,250
Hurley St	165	\$12,000	\$3,750	\$8,250
TOTAL	1,626	\$120,000	\$40,000	\$80,000

The Board should be aware of the precedent being set by the use of decorative lights and that if they were requested elsewhere in the Avon Loop area, then either residents or the Board would need to find the additional funding required.

The estimated cost of the work is \$85,000. Mr Sibley has been advised of this estimate. His response is attached. In essence he is not surprised by the cost increase, wishes to continue, but is anticipating a contribution from both Orion and the Council.

The normal Orion contribution to a Council led undergrounding project would be 18%.

The Council would pay for the installation of two new standard street lights. The Council may also make some contribution to the resurfacing of the trench in the footpath as the whole of the footpath is to be resurfaced in the next 3 years. This project is not a kerb and channel renewal project and hence falls outside the Council policy on a 50/50 contribution towards undergrounding costs.

For the project to proceed Mr Sibley will need to contribute approximately \$66,000.

BANGOR STREET - SOUTH

The Council has been asked to consider street enhancement for the southern end of Bangor Street, from Rees Street to Kilmore Street.

This section of Bangor Street was upgraded with new kerbs, channels and paths in the 1970s. The landscape build out at Kilmore Street was constructed in 1996. This treatment was a result of consultation carried out in the Avon Loop redevelopment process, which was one of the first of these sort of treatments in Christchurch. The roadway was not considered for traffic calming at that time due to the "commercial" nature of the buildings along the western side of the road and the potential for a greater demand for kerbside parking. The character of this end of the street is unchanged since then, with buildings currently owned or tenanted by the Commercial Traveller's Association, the Outreach Centre and the Christchurch Miniature Rifle Association. If the consultation was carried out today, the final treatment of this section of Bangor Street would quite likely be different. However the opportunities to do further improvements are limited given the young life of the kerb and channel. There are no safety issues or a need for traffic calming.

REES STREET

There is a short length of Rees Street (50 metres) that remains as old dish channel. Apart from Willow Street, it is the only remaining piece of old kerb and channel in the Avon Loop area. In terms of the kerb and channel prioritisation process, it would be upgraded in the next 5 years.

Should the Board decide to advance the work, then it would be appropriately completed as part of the kerb and channel work to be done in Willow Street in 2004/05. Note that the Willow Street project is likely to be deferred for at least 12 months due to a request to underground by property owners.

TRAFFIC ISLAND – NORTHERN END BANGOR STREET

Residents have questioned the need for the traffic island in Oxford Terrace immediately to the west of Bangor Street. This island was put in as a result of the consultation process for the area. The main objectives for its construction were to slow down traffic as an alternative to speed humps and discourage tour buses from using the residential streets in the area to access the Holiday Inn.

Recent surveys of traffic indicate that the island has a definite calming effect. A full day video survey showed that 45% of drivers used their brakes when approaching the island. If the island was to be removed then these vehicles could continue at a higher speed. The island is also designed to assist residents to access the riverbank by foot, by having a pedestrian cutdown through it.

The removal of the island would also allow large vehicles to make the left turn from Bangor Street into Oxford Terrace. As the northern end of Bangor Street is calmed to what was then known as a "home zone", the removal of the island cannot be supported.

CONSULTATION

Consultation on the undergrounding would be limited to the properties on the section of Bangor Street and the local residents' group.

Consultation on Rees Street would follow the normal process with a letter to residents to determine issues, then a proposal seeking comment and feedback.

Staff

- Recommendation:**
1. That the information be received.
 2. That Mr Sibley be approached to contribute approximately \$66,000 so that his proposal can proceed.
 3. That the Board acknowledge the potential cost implications of heritage lighting for the remainder of the Avon Loop area.
 4. That no further alterations be carried out in the southern end of Bangor Street until significant changes in the land use alongside occurs.

5. That the budgeted works in Rees Street and Willow Street proceed as scheduled so that the programmed works for the Avon Loop can be completed.
6. That any wider issues coming from the consultation process on Rees Street and Willow Street be reported back to the Board for further consideration.
7. That the traffic island in Oxford Terrace immediately west of Bangor Street not be altered at this time.

**Chairperson's
Recommendation:**

For discussion.

9. BEVERIDGE STREET: NO STOPPING PARKING RESTRICTION

Officer responsible City Streets Manager	Author Basil Pettigrew, Traffic Engineer – Community, DDI 941 8542
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The purpose of this report is to seek the Board's approval to extend the parking restriction on the south side of Beveridge Street at Montreal Street (see attachments).

BACKGROUND

Motorists travelling west on Beveridge Street have raised concerns that they are unable to keep left of the centreline near the corner of Montreal Street when vehicles are parked adjacent to the corner on the south side of the street. This crossing of the centreline then creates a conflict with vehicles turning in from Montreal Street. A P60 parking restriction applies on the south side of Beveridge Street from Montreal Street to Durham Street.

PROPOSAL

To improve the visibility and safety for motorists at this intersection, it is proposed to extend the existing "no stopping" lines into the P60 parking restriction area by 8.6 metres as shown on the attached plan.

The adjacent property owner has been advised and, although not happy to lose the parking space outside his property, acknowledges the requirement to extend the "no stopping" up to his driveway. The Parking Operations Manager is agreeable to the proposed parking restriction changes.

Staff

Recommendation: That the Board approve the installation of the following parking restrictions:

1. That the stopping of vehicles at any time on the south side of Beveridge Street commencing at its intersection with Montreal Street and extending in an easterly direction for a distance of 10.5 metres be revoked.
2. That the stopping of vehicles be prohibited at any time on the south side of Beveridge Street commencing at its intersection with Montreal Street and extending in an easterly direction for a distance of 15 metres.
3. That the parking of vehicles restricted to a maximum period of 60 minutes on the south side of Beveridge Street commencing at a point 10.5 metres from its intersection with Montreal Street and extending in an easterly direction for a distance of 98 metres be revoked.
4. That the parking of vehicles be restricted to a maximum period of 60 minutes on the south side of Beveridge Street commencing at a point 20 metres from its intersection with Montreal Street and extending in an easterly direction for a distance of 88.5 metres.

Chairperson's

Recommendation: That the recommendation be adopted.

10. MANNING PLACE AND WILDBERRY STREET: PROPOSED KERB AND CHANNEL RENEWAL

Officer responsible City Streets Manager	Author Brian Boddy, Project Consultation Leader, DDI 941 8013.
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The purpose of this report is to request that the Board approve for construction the renewal of the dish channels on both sides for the full length of Manning Place and Wildberry Street (see attached plan).

Both these streets are on the Capital Works Programme to have their kerb and dish channel renewed in the 2003/2004 financial year. The local residents received a concept plan in July and were asked for their feedback on the proposal.

In response to residents' feedback (see attached summary for details) it is proposed to make the following alterations to the concept plan:

- 1 The carriageway will be widened from nine metres to ten metres between Hopkins and Silvester Streets to allow two-way movement of traffic with parking on both sides of the road. There is a Montessori School in this block.
- 2 A centreline will be painted around the bend at the intersection of Manning and Wildberry Streets.

The amount of \$935,600 is budgeted for this project, which does not include the undergrounding of the overhead services. Street lighting will be upgraded as part of the kerb and channel renewal. To reduce the incidence of flooding significant stormwater piping renewal work will be carried out as part of the project.

Staff

Recommendation: That the Board approve the proposed work as shown on the attached plan for construction.

Chairperson's

Recommendation: That the recommendation be adopted.

11. STATION ROAD/FLAVELL STREET/MARSDEN STREET/ROLLIN STREET

Officer responsible City Streets Unit Manager	Author Lorraine Wilmshurst, Consultation Leader, DDI 941 8662
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The purpose of this report is to seek the Board's approval to consult with the community on the proposal to renew the kerb and channel, footpaths and grass berms in Station Road and to create a community focal point at the intersection of Station Road/Flavell Street/Marsden Street and Rollin Street.

BACKGROUND

The intersection of Station Road/Flavell Street/Marsden Street and Rollin Street has been promoted in the Heathcote Community as a focal point. With the renewal of kerb and channel in Station Road and funding made available to upgrade the intersection, an opportunity has arisen to pursue a focal point idea with the community.

DISCUSSION

A public meeting was held with residents on 25 June 2003 to explain the aims and objectives of the project. Those present told Council Officers what they would like to see kept/stay and what they would like to see changed.

Consultation was also carried out with the students of years 7 and 8 at Heathcote Valley School, the School Board of Trustees, St Mary's Church and businesses in the vicinity of the intersection.

On 2 August 2003 a second meeting was held with residents. This meeting confirmed the following project objectives:

- 1 Renew the dish channel in Station Road
- 2 Retain existing trees
- 3 Provide better definition to the intersection
- 4 Improve pedestrian and cycle safety
- 5 Maximise landscape opportunities
- 6 Improve residential environment

The meeting was then presented with five options for the intersection and the attendees were asked to assess each option as to whether they felt it met the objectives and what they envisioned for the focal point.

CONCLUSION

After some minor adjustments to the preferred option, the attached concept plan is the result of the residents' meetings. The plan meets the project objectives. Council Officers propose that this concept plan be distributed to those residents who attended the two public meetings and to the wider community.

Staff

Recommendation: That the concept plan be approved for public consultation.

Chairperson's

Recommendation: That the recommendation be adopted.

12. NAYLAND STREET PEDESTRIAN ISLAND AND VILLAGE ENTRANCEWAYS AT REDCLIFFS AND SUMNER

Officer responsible City Streets Unit Manager	Author Lorraine Wilmshurst, Consultation Leader, DDI 941 8662
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The purpose of this report is to seek the Board's approval to consult on proposals for a pedestrian island in Nayland Street, an entrance way treatment in Main Road at Redcliffs and an entrance way treatment on Marriner Street at Sumner (see attached plans).

These proposals are three works that have Board funding and will be consulted on as separate items but the funding and construction will be undertaken as one project. The Board has contributed \$20,000 to the Marriner Street pedestrian island project and \$15,000 to each of the entrance way treatments.

DISCUSSION

Nayland Street Pedestrian Island

The Board has requested that Council Officers investigate a crossing facility at the shopping area in Nayland Street. Many residents cross from the village shops carpark to the community facilities across the road.

With the work in Nayland Street west of Wakefield Avenue the intersection was offset and tightened up to slow traffic speed. A splitter island at the intersection caters for those who wish to cross at Wakefield Avenue. There are kerb build outs between the entrances to the carpark.

The proposal uses the kerb build outs at the carpark entrances, extends the splitter island markings to provide a flush median and adds a pedestrian refuge island for people to cross the street. The flush median provides a space for people to cross and the islands at each end create a shadow effect.

Entranceway Treatment at Redcliffs

Council Officers have been looking at ideas for an entranceway into Redcliffs village for some time. Several ideas and options have been looked at and rejected because of safety or noise factors. These ideas have been worked through with the Residents' Association over the years. Any textured surface would create a noise issue for adjoining residents and a raised area has implications for large vehicles as this is the oversized route to the port.

The proposal that Council Officers would like to pursue with the community is for some brightly coloured bollards, planting and a Redcliffs village sign. Because of budget restraints it is proposed to start with only putting this in place on the town approach to Redcliffs.

It is proposed to use the kerb build out and pedestrian refuge island area outside the properties numbered 81 and 170 (the service station). The attached concept plan shows the present kerb build out on the north side extended west to the next driveway, with yellow bollards in the kerb build outs on both sides of the road to give a narrowing effect, a free standing "Redcliffs Village" (with a Moa) sign in the new build out area, and new planting. The narrowing effect on the approach into the shopping area should slow the traffic through this area.

Entranceway Treatment at Sumner

Following discussions with Council Officers and the Board, a treatment similar to Redcliffs Village entrance was proposed for Sumner.

It is proposed to use the kerb build out and pedestrian refuge island in Marriner Street at the Surf Club as the entrance to Sumner. The attached concept plan shows some rocks which are in keeping with what has been used throughout the Esplanade area and at the pedestrian crossing in the village. The planting will be enhanced and a free standing "Sumner Village" (with Cave Rock) sign will be installed.

CONCLUSION

The initial schemes developed for the "village" approaches was to treat both approaches to both Redcliffs and Sumner. Those proposals exceeded the budgets and the project team felt that it was more appropriate to complete the town side approaches first.

The budget for the three projects was \$47,922 and the estimate is \$61,979 for the pedestrian refuge in Nayland Street and the town/western approaches to both Redcliffs and Sumner.

Council Officers recommend that concept plans for the three projects be distributed for public comment and that the eastern approaches to both Redcliffs and Sumner be placed on the capital works funding programme for future work.

Staff

- Recommendation:**
1. That the concept plans for the Nayland Street pedestrian refuge, Redcliffs Village entranceway (town/western approach) and Sumner Village entranceway (town/western approach) be distributed for community consultation.
 2. That the Board consider making a submission for funding for entranceways on the eastern approaches to the Redcliffs and Sumner through the capital works programme.

Chairperson's

Recommendation: That the recommendation be adopted.

13. RUTHERFORD STREET: SAFETY IMPROVEMENT WORKS

Officer responsible City Streets Manager	Author Michael Thomson, Transport Planner – Cycling & Pedestrians, DDI 941 8950
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The purpose of this report is to:

1. advise the Board of the traffic safety concerns raised by Bamford School for children crossing Rutherford Street by the “Woolston Cut” riverbridge; and
2. seek endorsement from the Board and approval to proceed with consultation.

BACKGROUND

At the time of installing a school patrol for Bamford School children on Ferry Road, the school raised concerns about the safety of children who need to cross Rutherford Street to access the school. The children use a path constructed beside the Woolston Cut diversion of the Heathcote River. Rutherford Street, which forms part of the traffic ring route, crosses the Woolston Cut near the school.

Paths exist on both sides of the Woolston Cut and these paths are used by pedestrians and cyclists for recreational use.

THE PROPOSAL

To provide for all pedestrians and cyclists wishing to cross Rutherford Street, it is proposed to install two central islands at each side of the bridge with associated central painted median. (See attached plan.)

The benefit of the two islands is to provide a facility for persons using either riverside path. The two islands and central median provide greater advance notification of the crossing points, ensuring best visibility in regard to the vertical curve (hump) effect of the river bridge.

This proposal will require a restriction of parking adjacent to the islands, but due to the riverbridge and adjoining Lane Street intersection, this parking restriction affects five properties only. Kerbside parking is available immediately adjacent to these affected properties.

The safety of all pedestrians and cyclists (especially Bamford School children) crossing Rutherford Street at this location will be improved with the implementation of this facility.

Staff

- Recommendation:**
1. That the Board endorse the proposed project to improve safety for cyclists and pedestrians.
 2. That the Board approve the distribution to the community of a publicity leaflet detailing this proposal.

Chairperson’s

- Recommendation:** That the recommendation be adopted.

14. DRAFT COMMUNICATION POLICY

Officer responsible Director of Human Resources	Author Kay Carston, Team Leader Communication Team, DDI 941 6416
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The purpose of this report is to provide the attached draft communication policy to the Board for discussion and support.

INTRODUCTION

Together with its work on the consultation policy (adopted by Council at its June meeting) the Consultation and Communication Special Committee has been involved in the preparation of a communication policy.

BACKGROUND

The Committee asked staff to look at the range of communication/media policies other Councils have in place. Several Councils were contacted as well as the Communication Manager at Local Government New Zealand. It was found that most had a written policy or guidelines on how to relate with the media. Some had communication documents with varying levels of detail and content, which were being reviewed or work in progress.

The Committee decided that staff investigate ways of developing an overall communication policy document. A process and areas to be covered in the policy were agreed.

Feedback from a workshop held with staff formed the basis of the first draft of the policy which was presented to the Committee. Amendments were received from the Committee together with a request that more informal language be used.

The amended draft was re-presented to the Committee at its meeting on Friday, 20 June where it was adopted subject to some minor amendments and agreed that the policy be circulated to all Standing Committees and Community Boards for comment and feedback to Council via the Strategy and Finance Committee.

The document aims to achieve a consistent approach to communication and recognises the need to be aligned with the consultation policy and other relevant internal policies and standards.

Staff

Recommendation: That the Community Board support the draft communication policy.

Chairperson's

Recommendation: That the recommendation be adopted.

15. CENTRAL CITY MAYORAL FORUM BRIEFING UPDATE FOR COMMUNITY BOARDS

Officer responsible Central City Team Leader	Author Dale Wreford, Committee Secretary, DDI 941 8941
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The purpose of this report is to advise the Board of the arrangements for a presentation and update on the activities of the Central City Mayoral Forum (CCMF) to be held in November 2003.

The CCMF arranged with the six Community Boards in April of this year to present its 2003 CCMF Road Show. This Road Show provided updates on the various projects and activities of the CCMF over the past six months and an opportunity for dialogue.

The outcome from the April Road Show was a consensus from five of the Community Boards for further joint meetings to be held along similar lines on a six-monthly basis, with the proviso that should an issue arise in the interim, the Boards be brought together at that time. Accordingly a Road Show for these five Boards has been arranged for 5 pm on 18 November 2003.

A request was received from the Hagley/Ferrymead Community Board that, given the locale of central city revitalisation and the resultant effects on the Hagley Ward, a separate meeting be arranged with the CCMF, these meetings to also be on a six-monthly basis, or held as appropriate.

To meet this request for a six-monthly meeting, a Road Show for the Board is proposed for 5.00 pm on Monday 24 November 2003.

Staff

Recommendation: That the Board be invited to attend a Central City Mayoral Forum Road Show on Monday, 24 November 2003 from 5.00 pm in the No 2 Committee Room, Civic Offices, and that the Central City Mayoral Forum Committee Secretary be advised of those who wish to attend.

Chairperson's

Recommendation: For discussion.

16. COMMUNITY ADVOCATE'S UPDATE

16.1 Discretionary Fund Update

The attached schedule shows the Board's discretionary fund allocations to date since 1 July 2003. A total of \$24,605 remains available for allocation.

16.2 Community Response Fund

The attached schedule shows the Board's community response fund allocations to date since 1 July 2003. A total of \$4,700 remains available for allocation.

16.3 Report of Informal Briefing held on 10 September 2003

A briefing for the Board on the needs of older people in the Hagley and Ferrymead Wards was held on 10 September 2003.

Jane Parrett (Researcher) presented the findings of her recent older people research. In particular, Jane outlined her findings in relation to transport, social isolation, facilities and shops, community activities, housing, demographic changes and information technology. Angela Howard from Age Concern and Ann Russell-Brighty from the Avonside Holy Trinity Church also attended to discuss their experiences with the needs of older people.

16.4 Report of Seminar Meeting held on 18 September 2003

A Board seminar was held on 18 September 2003.

Environmental Services Unit Communication Plan and Enforcement Issues

Jane Donaldson (Environmental Services Officer) and Tony Murray (Area Development Officer) briefed the Board on the Environmental Services Unit's Communication Plan. They also discussed environmental enforcement issues of concern to the Board.

Telecommunication Facility Sites

John de Zwart (Project Manager) and Victoria Murdoch (Property Services Officer) presented the Council's policies and procedures for siting telecommunication facilities on Council land.

16.5 Changes to Council Structure

The Board may wish to consider whether it wants to make a submission on the proposed changes to the Council's structure and ward boundaries. Submissions close on 14 October 2003.

16.6 Community Gardens Guidelines

A further draft of the Community Gardens Guidelines is attached for the Board's information and comment. The draft will be reported to the October meeting of the Parks Gardens and Waterways Committee.

17. DEPUTATION BY APPOINTMENT – GEORGE ROSS

George Ross (resident of Cannon Hill Crescent) would like to address the Board regarding street trees on Cannon Hill. (Refer also to clause 4.)

18. RESOLUTION TO EXCLUDE THE PUBLIC

Attached

FRIDAY 3 OCTOBER 2003

AT 1.00PM

HAGLEY/FERRYMEAD COMMUNITY BOARD

RESOLUTION TO EXCLUDE THE PUBLIC

Section 48, Local Government Official Information and Meetings Act 1987.

I move that the public be excluded from the following parts of the proceedings of this meeting, namely item 19.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER	GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF THIS RESOLUTION
PART C 19	CIVIC AWARDS) GOOD REASON TO) WITHHOLD EXISTS) UNDER SECTION 7	SECTION 7(2)(A)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item 19 Protection of Privacy of natural persons

Section 7(2)(a)

Chairperson's

Recommendation: That the foregoing motion be adopted.

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

"(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):

- (a) Shall be available to any member of the public who is present; and
- (b) Shall form part of the minutes of the local authority."