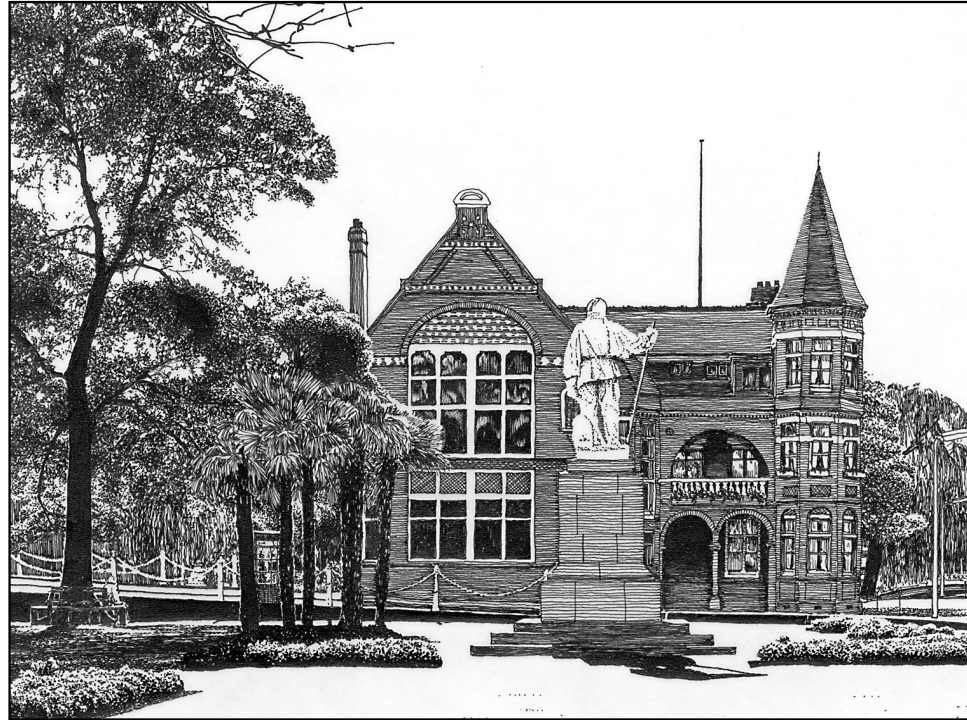


CHRISTCHURCH CITY COUNCIL



DRAFT CORPORATE PLAN 2003 EDITION

VOLUME I

- Budget Tables
- Corporate Expenses, Revenues & Grants
- Public Accountability
- Corporate Office
- Legal Services
- Financial Services
- Corporate Services
- Management Information Services



CHRISTCHURCH

CITY COUNCIL · YOUR PEOPLE · YOUR CITY

Volume I

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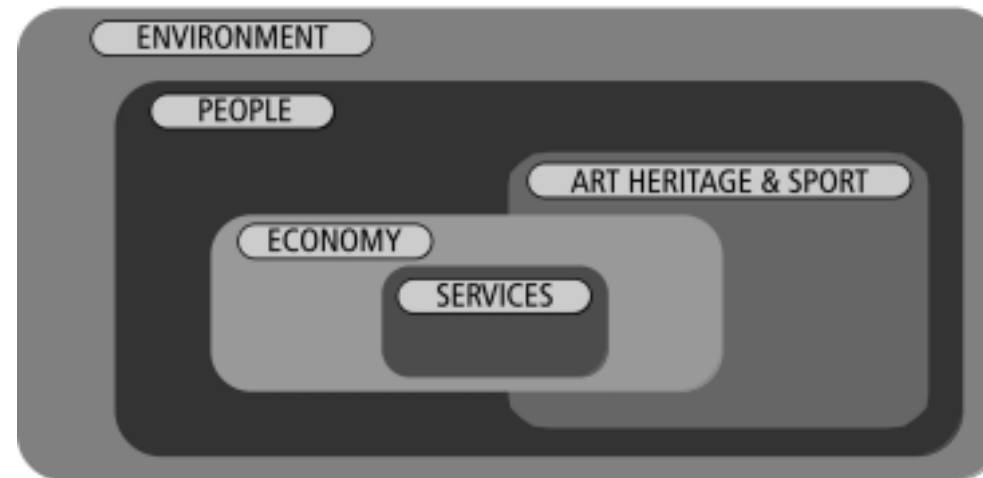
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1.1.0

*INTRODUCTORY
INFORMATION*

Vision for Christchurch



Christchurch is a place for people at one with each other and the environment, becoming one of the world's leading sustainable cities, socially, environmentally and economically. We recognise the need to preserve our natural ecosystems or ENVIRONMENT, on which all life depends, including PEOPLE. People in turn see the ECONOMY, SERVICES, and ART, HERITAGE & SPORT as important aspects of community life.

A vision for Christchurch as we want it to be

1. Christchurch people enjoy belonging to their local community, to their city and to Canterbury.
2. All people - of whatever background - feel welcome here.
3. The unique position of the tangata whenua is acknowledged and respected.
4. Children are nurtured, young people are encouraged and the elderly are respected.
5. Neighbours help each other and join together to achieve shared aims.
6. People are free from the threat of crime or injury.
7. Unique characteristics - including heritage buildings and natural features - are preserved.
8. Everyone has access to good housing, health care and education and to sufficient resources for their well-being.
9. Everyone has opportunities for fun, sport, recreation, art and culture.
10. Convenient and efficient transport is available for individuals and for business.
11. Christchurch has a thriving economy and full employment.
12. The beauties of our garden city - its trees, flowers and open spaces - are enhanced.
13. The quality of air, water and soils, of hills, plains, streams and open spaces is improved.

1.1.2

Vision for Christchurch (continued)

Indicators

- Satisfaction with Christchurch as a place to live, work and spend time (Residents' Survey).
- Participation by people of all cultures in Council decision making bodies and processes.
- Consultation with tangata whenua in Council decision making processes.
- Participation in community based activity (Residents Survey).
- Crime rates (NZ Police).
- Casualty rates (Road Survey Report).
- Heritage buildings, places and objects listed in City Plan.
- Number of sites in city that have natural value.
- Multiple Hardship Index.
- Household expenditure on housing, health care, and education.
- Sport and spare-time activities (Residents Survey).
- Satisfaction with transport networks (City Streets Survey).
- Labour force participation rates.
- Regional Economic Activity (National Bank).
- Satisfaction with building, alterations, extensions or developments (Residents Survey).
- Total hectares of parks per head of population (Parks Database).
- Number of high smog days (Environment Canterbury).
- Quality of water from aquifers and in rivers, streams and coastlines.

MISSION STATEMENT OF THE CHRISTCHURCH CITY COUNCIL

Providing leadership to achieve the vision for Christchurch through effective local governance and the delivery of high quality services.

In achieving the mission the Council will:

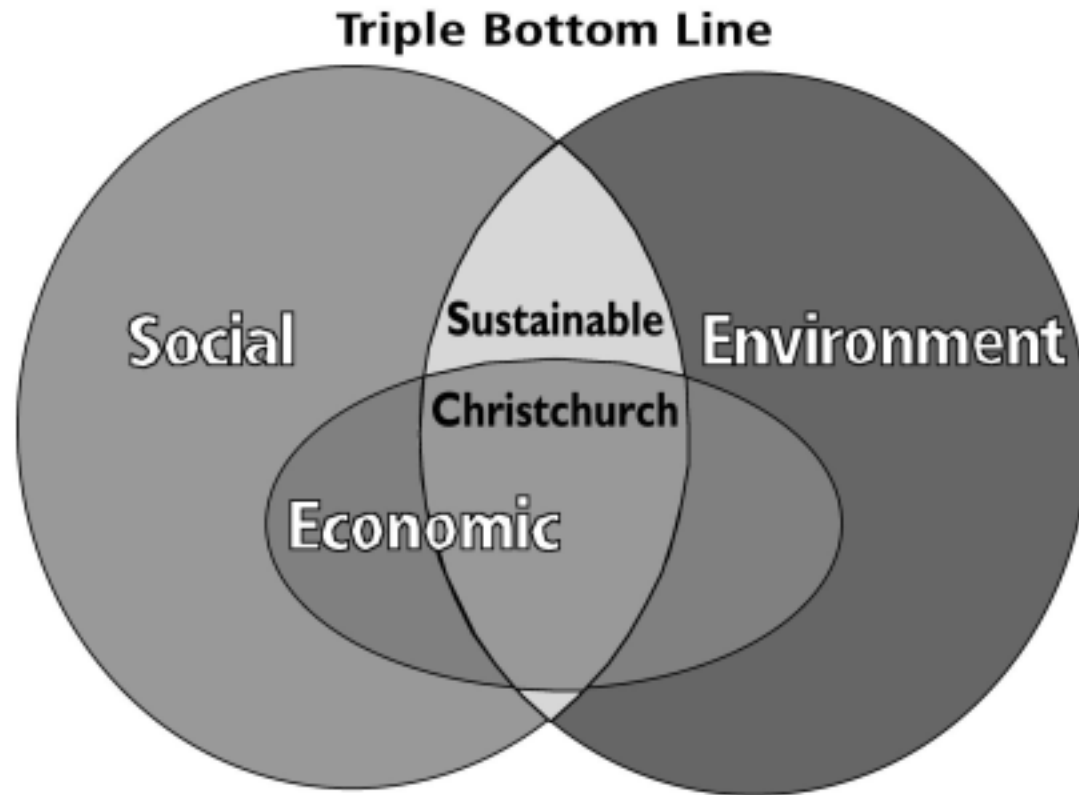
- be responsive to local needs;
- give strong expression to local identity;
- be democratic, effective and efficient;
- be highly accountable for its actions;
- advocate in the interests of the whole community;
- add value to the city's economy;
- enhance the quality of the city's environment;
- use sustainable management principles;
- be efficient in its delivery of high quality services;
- work constructively towards common goals held with central government and the regional unit of local government;
- be both a good corporate citizen and a good employer.

TE PŪRONGO TIKANGA Ä TE KAUNIHERA O ÖTAUTAHI

Mä te hängai tonu o ngä ture ä-rohe me te tuku i te ratonga hiranga e whakakaha ake i te toiora o ngä tängata katoa me te taone nui o Ötautahi.

Te tutukitanga pai o ngä tikanga o te Kaunihera ka:

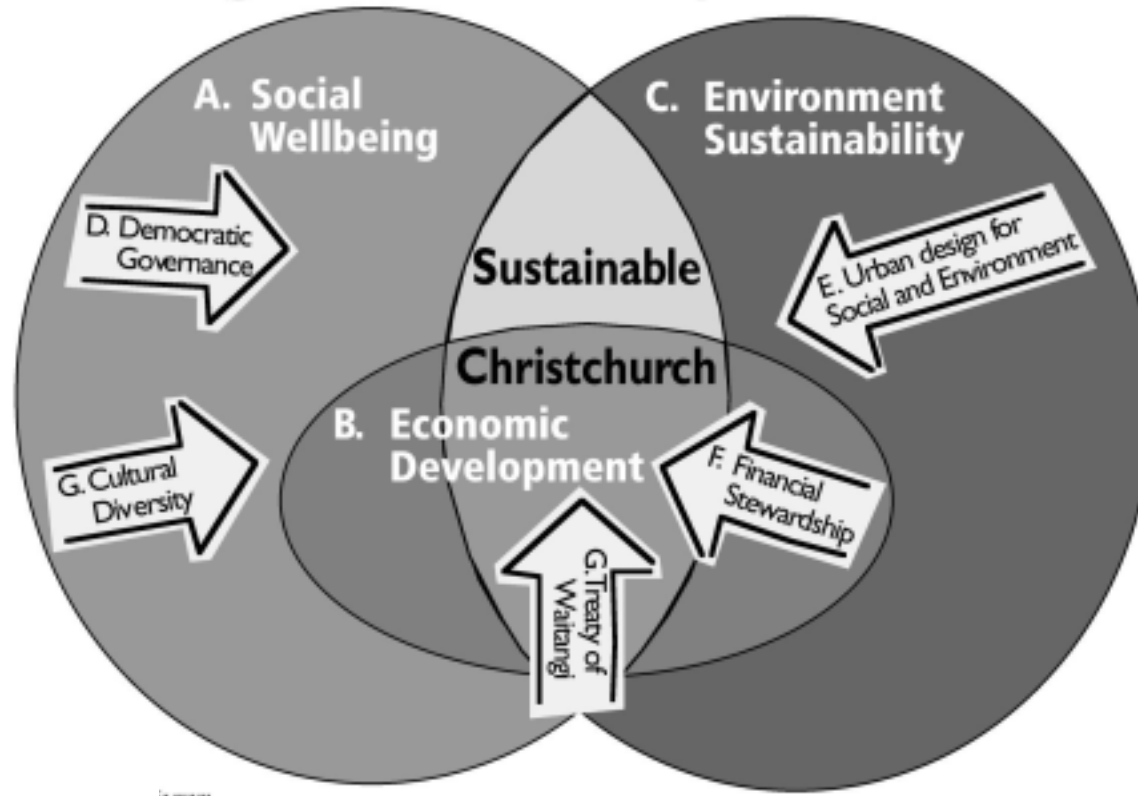
- tahuri mai ki ngä hiahia o te iwi käinga
- tautoko kaha i te tuakiri o te iwi käinga
- whakahaere ngätahi ai te manapori, te whakatutuki, te whakahaere i ngä kaupapa
- whakatau tika i äna mahi katoa
- kaiwawao i ngä kaupapa hei painga mo te iwi käinga
- whai hua ake ki te ao ohanga o te taone nui
- whakakaha ake i te pai o te taiao o te taone nui
- whakahaere i ngä kaupapa mahi häpai kia pümau ai
- whakahaere tika ai i äna ratonga katoa
- mahi ngätahi ai ki te whakatutuki i ngä whäinga e whäia nei e te Käwanatanga me te Wähanga ä rohe o te Kaunihera ä rohe
- tü hei rangatira töpü, hei kaituku mahi



The Triple Bottom Line

When making decisions and planning the Christchurch City Council will take into consideration the social impact, the environmental impact and the economic benefits. This process is referred to in planning as the triple bottom line and will assist us in creating a sustainable city for the future. The aim is to have as many activities as practical providing social, environmental and economic benefits all at the same time. The council will be publishing its 2003 annual report on a triple bottom line basis rather than just presenting the financial bottom line. This means that the next Financial Plan and Programme, for 2002/03, will highlight the social, environmental and economic impacts and benefits of all Council activities.

Strategic Goals in the Triple Bottom Line



This is an action diagram.

The three circles, A. SOCIAL, B. ENVIRONMENTAL and C. ECONOMIC are like telescope sights showing three areas on which to focus. To make our city more sustainable is important. The closer the circles, the closer we are to our vision of a Sustainable Christchurch.

The arrows show actions the Council is taking to move the circles closer.

D. DEMOCRATIC GOVERNANCE, E. URBAN DESIGN (eg essential infrastructure) FOR SOCIAL AND ENVIRONMENTAL benefits, F. FINANCIAL STEWARDSHIP, G. TREATY OF WAITANGI and CULTURAL DIVERSITY actions.

REPORTING PRINCIPLES

TBL reporting is a relatively new phenomenon and there is no established best way of doing it – we will learn more from every report published. Achieving a balance between detail and making the report interesting and readable is difficult. The aspirations behind our draft TBL measures can be summarised in the following principles:

- **Balanced** – we are prepared to report both positive and negative results on aspects of our performance.
- **A living report** – we are committed to a living report - it will develop and evolve over time.
- **Use of externally derived measures and benchmarks** – we have where appropriate used these and are prepared to be judged by our performance against these measures.
- **Holistic** – we endeavour to show the full picture of the relevant issues.
- **Accessible** – both web and print will be available.
- **Interactive** – the reader can engage the CCC via a number of channels such as
 - contacting us by telephone (Annual Plan Hotline (941-8888) or on 941-8999) or email - info@ccc.govt.nz)
 - making a submission on the Draft Plan.
- **Synergistic** – TBL reporting is a mechanism by which we can convey the organisation’s values/principles and its performance in matching them.
- **Verifiable** – an independent third party will as part of the annual audit process verify that actual performance is supported by appropriate evidence.

STRATEGIC GOALS

The following goals have been identified as being vital to the community and the Council:

Outcomes

A. Community Cohesion and Well-being

Provide or facilitate the delivery of services and opportunities in order to enhance the safety, health and well-being of Christchurch people.

B. Economic Development

Foster opportunities for sustainable economic development in order to generate employment and income and enhance the quality of life of all residents.

C. Environmental Sustainability

Conserve and where practicable restore the natural environment and develop the built environment to enhance the distinct character of Christchurch and maximise the quality of life for current and future generations.

Processes

which we will or have put in place to help deliver the outcomes

D. Democratic Governance

Provide high quality consultative leadership and advocacy to ensure that Christchurch residents achieve their desired outcomes.

E. Essential Infrastructure

Maintain and improve the physical and service infrastructure of the city in order to generate wealth, promote health and safety, reduce hazards and facilitate social opportunities.

F. Financial Stewardship

Maintain an asset and investment base and ensure that appropriate levels of income match commitments to expenditure in order to support long term goals.

G. Treaty of Waitangi and Cultural Diversity

Respect the unique position of tangata whenua and value the contribution of all peoples in Christchurch.

STRATEGIC OBJECTIVES

A COMMUNITY COHESION AND WELL-BEING

The City Council will enhance community cohesion and well-being through:

A1 Maximising opportunities for residents to participate in learning and leisure activities by

- providing access to books and other information through the city's public libraries
- supporting and providing visual and performing arts
- facilitating education and learning opportunities especially pre-schools and pre-employment activities
- advocating for quality provision of education and training at all levels.

A2 Strengthening communities by

- funding and supporting community initiatives, festivals and community organisations
- initiating and supporting community development projects
- facilitating collaboration between public, private and community agencies
- advocating for an equitable share of national resources
- advocating for provision of social and income support that is adequate to meet residents needs and allow them to participate in the life of the community
- working with community groups, government agencies and other funding bodies to address key areas of social need.

A3 Contributing to safe and healthy lifestyles by

- promoting and protecting health standards
- providing parks, festivals and recreation and leisure services
- supporting self help initiatives
- advocating for quality health and disability services
- supporting crime reduction and public safety initiatives
- providing affordable housing for those on low incomes.

A4 Celebrating, protecting and increasing understanding of cultural diversity by

- supporting a range of arts, festivals and events
- facilitating the cultural expression of ethnic and cultural groups
- recognising the unique role of tangata whenua.

A5 Ensuring that the needs and aspirations of children, youth, elderly and people with disabilities are taken into account in all Council activities.

B ECONOMIC DEVELOPMENT

The City Council, recognising that economic growth is not an end in itself but a means to achieve social goals, will:

B1 Foster broad-based sustainable economic development that generates real employment, income and social opportunities for all residents

B2 Create an environment that encourages enterprise, innovation and development of new ideas and technologies and minimises barriers to economic development

B3 Create an environment in which businesses flourish

B4 Support the contribution the public, private and voluntary sectors make to the local economy and promote co-operation within and between these sectors.

C ENVIRONMENTAL SUSTAINABILITY

The City Council will contribute to Christchurch's environmental sustainability through:

C1 Managing our impact on the environment in order to

- enhance air quality in the city
- protect artesian water resources
- maintain water quality in streams and rivers
- maintain production potential of fertile soils
- minimise erosion.

C2 Ensuring that the development and redevelopment of the built environment

- enhances the unique qualities of the city particularly the physical characteristics such as the parks, gardens, riverbank and buildings
- provides for accessible working and leisure activities and facilities
- offers a range of desirable residential choices
- stimulates economic activity
- increases the central city's role as the heart of the city
- enhances health and safety.

C3 Protecting significant natural features of the physical environment (such as the Port Hills and the estuary), open spaces and landscape elements, native habitat and ecosystems, significant buildings and sites and other taonga.

C4 Promoting efficient use of physical resources, an increase in recycling and material recover, and a reduction of waste.

C5 Minimising the risks from earthquake, flood, fire and other natural hazards.

D DEMOCRATIC GOVERNANCE

The City Council will facilitate democratic governance for the residents of Christchurch by:

- D1 Creating and maintaining mechanisms for citizens' participation in decision-making and policy development.
- D2 Protecting the rights of all citizens.
- D3 Developing cross-sector networks at local, regional, national and international level which will deliver positive outcomes for the people of Christchurch.
- D4 Providing leadership and advocacy in partnership with public, private and voluntary agencies which ensure the city's interests are reflected in regional and national decisions.
- D5 Developing a fair, cost-effective regulatory framework which protects health and safety, maintains environmental standards, and promotes business and social opportunities.

E ESSENTIAL INFRASTRUCTURE

The Council will improve and sustain essential infrastructure services which will:

- E1 Ensure high quality utilities (water supply, sewerage, and waste and stormwater management) meet the reasonable service demands of residents at efficient prices.
- E2 Develop a network of roads, cycleways, footways and passenger transport to provide both for personal mobility and the needs of commerce and industry.
- E3 Design projects to enhance environmental and social sustainability and otherwise avoid or mitigate, where possible, adverse effects of both natural and technological hazards on people, property and environment.
- E4 Where possible recognise and report on social, environmental and economic impacts and benefits.

F FINANCIAL STEWARDSHIP

The Council will practise good financial stewardship by:

- F1 Applying financial policies which maintain or enhance the value of the Council's asset base.
- F2 Ensuring that financial assets, liabilities and cash flows are sustainable in the long term.
- F3 Operating under accounting procedures which
 - are consistent with generally accepted accounting practice
 - comply in all respects with external financial reporting requirements
 - enable the true costs of goods and services produced to be determined.
- F4 Maintaining a controlling interest in those trading activities where it is critical that they are managed in a way that has regard, not only to commercial requirements, but also to wider social and economic objectives.

1.1.11

- F5 Operating a funding and charging system which ensures that Council services are accessible to all residents.
- F6 Assess whether programmes and activities are achieving the desired outcomes in the most effective, efficient and financially prudent manner.
- F7 Continuing to improve efficiency in the delivery of Council activities and programmes and measuring the value created through efficiency gains.

G TREATY OF WAITANGI AND CULTURAL DIVERSITY

The Council will recognise the Treaty of Waitangi and value cultural diversity through

- G1 Protecting the rights of tangata whenua under the Treaty of Waitangi.
- G2 Maintaining mutually acceptable consultation procedures with the tangata whenua.
- G3 Considering and protecting the aspirations of all people in all the planning and delivery of all Council activity.

1.1.12

CHRISTCHURCH CITY COUNCIL

MAYOR

Garry Moore CA

DEPUTY MAYOR

Councillor Lesley Keast QSM JP

COUNCILLORS

Oscar Alpers LLB Notary Public
Carole Anderton
Paddy Austin MA(Hons) PhD
Erin Baker MBE
Helen Broughton MA DipEd(GC)
Sally Buck MEd

Graham Condon QSM JP
Barry Corbett
David Cox
Anna Crighton JP MA(Hons)
Carole Evans QSO JP
Megan Evans

Ishwar Ganda
Pat Harrow DipHort
Alister James LLB
Denis O'Rourke LLB
Gail Sheriff
Barbara Stewart

Ingrid Stonhill
Sue Wells BA
Chrissie Williams BTech(Hons)
Norm Withers
Ron Wright JP MPMI

MEMBERSHIP OF COMMUNITY BOARDS

Burwood-Pegasus

Don Rowlands (Chair)
Bob Andrews ANZIM
Glenda Burt
Carole Evans QSO JP (Cr)
Carmen Hammond

Alister James LLB (Cr)
Caroline Kellaway JP
Andy Lea JP
Chrissie Williams BTech(Hons) (Cr)

Hagley-Ferrymead

Bob Todd OBE JP (Chair)
Erin Baker MBE (Cr)
Rod Cameron
David Cox (Cr)
John Freeman JP MA

Yani Johanson
Denis O'Rourke LLB (Cr)
Linda Rutland
Brendan Smith MB ChB

Spreydon-Heathcote

Phil Clearwater MA(Hons) (Chair)
Oscar Alpers LLB Notary Public (Cr)
Carole Anderton (Cr)
Lynda Carter
Barry Corbett (Cr)

Paul de Spa BA DipTchg
Sonia Gill BA ATCL AREINZ
Elizabeth Maunsell
Sue Wells BA (Cr)

Fendalton-Waimairi

Mike Wall (Chair)
Sally Buck MEd (Cr)
Val Carter
Cheryl Colley JP MA(Hons)
BBS DipTchg

George Hampton
Pat Harrow DipHort (Cr)
Yiyi Ku MMus(Dist)
Mark Kunnen
Barbara Stewart (Cr)

Shirley-Papanui

Yvonne Palmer QSM JP (Chair)
Myra Barry QSO JP
Robin Booth
Anne Carroll
Graham Condon QSM JP (Cr)

Megan Evans (Cr)
Dennis Hills JP BSc FNZIC FIM
FAPRI CContEd MRSNZ
Ingrid Stonhill (Cr)
Steve Wright

Riccarton-Wigram

Mike Mora (Chair)
Paddy Austin MA(Hons) PhD (Cr)
Neville Bennett BSc(Hons) PhD
Helen Broughton MA DipEd (GC) (Cr)
Ken Cummings

Ishwar Ganda (Cr)
Lesley Keast QSM JP (Cr)
Peter Laloli
Bob Shearing

SENIOR MANAGEMENT

Mike Richardson MA(Econ) MA(Town&Reg Planning) MRTPI FRS FNZIM
City Manager

Simon Markham BA BTP
Director of Information

Ian Hay CA ACIS AFNZIM
Director of Business Projects and Relationships

Ken Lawn BA DipTP MNZPI
Director of Operations

Bob Lineham BCom FCA FNZIM
Director of Finance

Jonathan Fletcher BE(Hons) ME(EnvEng) MPP MIPENZ MNZAE
Director of Policy

Dorothea Brown NZLA Cert FNZLA AFNZIM
Director of Human Resources

CHRISTCHURCH CITY COUNCIL
LIST OF COMMITTEES, SUB-COMMITTEES AND OTHER APPOINTMENTS

<p>Arts, Culture and Heritage Committee Councillor Anna Crighton (Chair) The Mayor Councillor Oscar Alpers Councillor Paddy Austin Councillor Sally Buck (Deputy Chair) <i>Principal Adviser: Simon Markham</i></p>	<p>Councillor Pat Harrow Councillor Alister James Councillor Gail Sheriff Councillor Barbara Stewart <i>Committee Secretary: Warren Brixton</i></p>	<p>Community and Leisure Committee Councillor Graham Condon (Chair) The Mayor Councillor Oscar Alpers Councillor Carole Anderton Councillor Barry Corbett Councillor David Cox <i>Principal Adviser: Ken Lawn</i></p>	<p>Councillor Carole Evans Councillor Ishwar Ganda (Deputy Chair) Councillor Lesley Keast Councillor Ingrid Stonhill Councillor Norm Withers <i>Committee Secretary: Angelene Holton</i></p>
<p>Parks Gardens and Waterways Committee Councillor Carole Anderton (Chair) The Mayor Councillor Helen Broughton Councillor Sally Buck Councillor Anna Crighton <i>Principal Adviser: Geoff Barnes</i></p>	<p>Councillor Carole Evans Councillor Megan Evans Councillor Pat Harrow (Deputy Chair) Councillor Chrissie Williams Councillor Ron Wright <i>Committee Secretary: Angelene Holton</i></p>	<p>Property and Major Projects Committee Councillor Ron Wright (Chair) The Mayor Councillor Erin Baker Councillor Barry Corbett Councillor Lesley Keast <i>Principal Adviser: Ian Hay</i></p>	<p>Councillor Denis O'Rourke Councillor Gail Sheriff (Deputy Chair) Councillor Barbara Stewart Councillor Norm Withers <i>Committee Secretary: Max Robertson</i></p>
<p>Regulatory and Consents Committee Councillor Sue Wells (Chair) The Mayor Councillor Helen Broughton Councillor David Cox (Deputy Chair) Councillor Megan Evans <i>Principal Adviser: Peter Mitchell</i></p>	<p>Councillor Ishwar Ganda Councillor Lesley Keast Councillor Gail Sheriff Councillor Chrissie Williams Councillor Norm Withers <i>Committee Secretary: Tony McKendry</i></p>	<p>Strategy and Finance Committee Councillor Alister James (Chair) The Mayor Councillor Carole Anderton Councillor Paddy Austin Councillor Erin Baker Councillor Graham Condon Councillor Barry Corbett <i>Principal Adviser: Mike Richardson</i></p>	<p>Councillor Anna Crighton Councillor Ishwar Ganda Councillor Pat Harrow Councillor Denis O'Rourke Councillor Barbara Stewart (Deputy Chair) Councillor Ron Wright <i>Committee Secretary: Julie Sadler</i></p>
<p>Sustainable Transport and Utilities Committee Councillor Denis O'Rourke (Chair) The Mayor Councillor Helen Broughton Councillor Sally Buck Councillor Graham Condon (appt 12.12.01) Councillor Barry Corbett <i>Principal Adviser: Chris Kerr</i></p>	<p>Councillor Carole Evans Councillor Megan Evans Councillor Ingrid Stonhill Councillor Chrissie Williams (Deputy Chair) Councillor Ron Wright <i>Committee Secretary: Kevin Roche</i></p>	<p>Council Hearings Panel All Councillors and Community Board members The Mayor is a member of all Standing Committees ex officio.</p>	

Committees, sub committees and other appointments as at 1 May 2002.

CHRISTCHURCH CITY COUNCIL
LIST OF COMMITTEES, SUB-COMMITTEES AND OTHER APPOINTMENTS

SPECIAL COMMITTEES			
Budget Scrutiny and Audit Special Committee The Mayor (Chair) Councillor Erin Baker (Deputy Chair) Councillor David Cox Councillor Ishwar Ganda Councillor Alister James <i>Principal Adviser: Ken Lawn</i>		Councillor Gail Sheriff Councillor Ingrid Stonhill Councillor Sue Wells Councillor Ron Wright <i>Committee Secretary: Julie Sadler</i>	
Community Plans Special Committee Councillor Ingrid Stonhill (Chair) The Mayor Councillor Oscar Alpers Councillor Erin Baker Councillor Carole Evans (Deputy Chair) <i>Principal Adviser: Jonathan Fletcher</i>		Councillor Ishwar Ganda Councillor Alister James Councillor Chrissie Williams Councillor Norm Withers <i>Committee Secretary: Angelene Holton</i>	
Consultation and Communication Special Committee Councillor Oscar Alpers (Chair) The Mayor Councillor Paddy Austin Councillor Sally Buck Councillor Barry Corbett (Deputy Chair) Yvonne Palmer (Chair, Shirley/Papanui Community Board) Bob Todd (Chair, Hagley/Ferryroad Community Board) <i>Principal Adviser: Ann Skelton</i>		Councillor Carole Evans Councillor Megan Evans Councillor Ingrid Stonhill Councillor Sue Wells <i>Committee Secretary: Tony McKendry</i>	
Urban Planning & Growth Special Committee Councillor Sally Buck (Chair) The Mayor Councillor Oscar Alpers (Deputy Chair) Councillor Helen Broughton Councillor David Cox <i>Principal Adviser: Jonathan Fletcher</i>		Councillor Pat Harrow Councillor Denis O'Rourke Councillor Sue Wells Councillor Chrissie Williams <i>Committee Secretary: Warren Brixton</i>	
STANDING SUBCOMMITTEES OF THE COUNCIL			
City Manager Liaison Subcommittee The Mayor (Chair) Councillor Pat Harrow Councillor Alister James		Maori Liaison Subcommittee The Mayor (Chair) Councillor Anna Crighton Councillor Alister James Councillor Lesley Keast Councillor Sue Wells Councillor Chrissie Williams Alternates Tahu Potiki Dr Te Maire Tau Daryl Gregory Roimata Kirikiri	
		Rakiihia Tau (snr) Mark Solomon Ruahine Crofts Bill Edwards Henare Edwards Rev Maurice Gray Dr Matea Gillies Kiwa Hutchens Janice Donaldson	

Committees, sub committees and other appointments as at 1 May 2002.

CHRISTCHURCH CITY COUNCIL
LIST OF COMMITTEES, SUB-COMMITTEES AND OTHER APPOINTMENTS

STANDING SUBCOMMITTEES OF THE ARTS, CULTURE AND HERITAGE COMMITTEE			
Art in Public Places Subcommittee Councillor Anna Crighton (Chair) Councillor Sally Buck Councillor Barbara Stewart		Creative Communities Subcommittee Councillor Ishwar Ganda (Chair) Councillor Anna Crighton (alternate Councillor Sally Buck)	Councillor Helen Broughton Councillor David Cox
Festivals and Events Subcommittee Councillor Paddy Austin (Chair) Councillor Erin Baker Councillor Graham Condon	Councillor Barbara Stewart Councillor Ingrid Stonhill	Multicultural City Subcommittee Councillor Anna Crighton (Chair) Councillor Sally Buck Councillor Ishwar Ganda	Councillor Ingrid Stonhill Councillor Norm Withers
STANDING SUBCOMMITTEES OF THE COMMUNITY AND LEISURE COMMITTEE			
Children and Youth Subcommittee Councillor Megan Evans (Chair) Councillor Carole Anderton Councillor Alister James	Councillor Chrissie Williams Councillor Norm Withers	Housing Subcommittee Councillor Carole Anderton (Chair) Councillor Graham Condon Councillor Alister James	Councillor Lesley Keast Councillor Norm Withers
Pool and Stadia Subcommittee Councillor Ishwar Ganda (Chair) Councillor Erin Baker Councillor Graham Condon	Councillor David Cox Councillor Norm Withers		
STANDING SUBCOMMITTEES OF THE PARKS, GARDENS AND WATERWAYS COMMITTEE			
Estuary Green Edge Subcommittee Councillor Chrissie Williams (Chair) Councillor Erin Baker Councillor David Cox	Councillor Denis O'Rourke Councillor Ron Wright	Garden City Advisory Subcommittee Councillor Carole Anderton (Chair) Councillor Barry Corbett Councillor Carole Evans Councillor Megan Evans Councillor Pat Harrow	Alan Jolliffe Di Lucas Athol McCully Patricia Proctor
STANDING SUBCOMMITTEES OF THE PROPERTY AND MAJOR PROJECTS COMMITTEE			
Cell Sites on Council Land Subcommittee Councillor David Cox (Chair) Councillor Graham Condon	Councillor Gail Sheriff Councillor Ron Wright		
STANDING SUBCOMMITTEES OF THE REGULATORY AND CONSENTS COMMITTEE			
City Plan Reference Subcommittee Councillor David Cox (Chair) Councillor Helen Broughton	Councillor Lesley Keast Councillor Sue Wells	District Licensing Agency Councillor Sue Wells (Chair) Councillor Ishwar Ganda	Councillor Gail Sheriff Councillor Norm Withers

Committees, sub committees and other appointments as at 1 May 2002.

CHRISTCHURCH CITY COUNCIL
LIST OF COMMITTEES, SUB-COMMITTEES AND OTHER APPOINTMENTS

STANDING SUBCOMMITTEES OF THE STRATEGY AND FINANCE COMMITTEE					
Economic Development and Employment Subcommittee Councillor Pat Harrow (Chair) The Mayor Councillor Oscar Alpers Councillor Carole Anderton		Councillor Paddy Austin Councillor Barry Corbett Councillor Alister James Councillor Gail Sheriff	International Relations and Sister Cities Subcommittee Councillor Lesley Keast (Chair) Councillor Sally Buck Councillor Graham Condon	Councillor Anna Crighton Councillor Ishwar Ganda Councillor Pat Harrow	
Legislation Subcommittee Councillor Oscar Alpers (Chair) Councillor Carole Evans Councillor Alister James		Councillor Denis O'Rourke Councillor Sue Wells	Metropolitan Funding Subcommittee Councillor Ishwar Ganda (Chair) Councillor Carole Anderton Councillor Paddy Austin		Councillor Barry Corbett Councillor Alister James Councillor Barbara Stewart
STANDING SUBCOMMITTEES OF THE SUSTAINABLE TRANSPORT & UTILITIES COMMITTEE					
Cleaning Contract Partnering Subcommittee Councillor Carole Evans (Chair) Councillor Denis O'Rourke		Councillor Ingrid Stonhill	Cycling Steering Subcommittee Councillor Erin Baker (Chair) Councillor Pat Harrow		Councillor Chrissie Williams <i>Plus external appointees</i>
Land Transport Subcommittee Councillor Denis O'Rourke (Chair) The Mayor Councillor Carole Evans		Councillor Ingrid Stonhill Councillor Ron Wright	Traffic Safety Subcommittee Councillor Ingrid Stonhill (Chair) Councillor Helen Broughton		Councillor Sally Buck Councillor Chrissie Williams
Waste Initiatives Subcommittee Councillor Sally Buck (Chair) Councillor Helen Broughton Councillor Denis O'Rourke		Councillor Chrissie Williams Councillor Ron Wright			

Committees, sub committees and other appointments as at 1 May 2002.

GUIDE TO THE CORPORATE PLAN : 2003 EDITION

The Corporate Plan is large and complex and to make it more user friendly, the following format has been developed. The main features of this format are:

- **Introductory Section**

Consists of the budget tables (budget summaries) together with other background information like the Statement of Accounting Policies, Statement of Financial Management Policies, Statement of Funding Policy, Borrowing Management Policy, the Investment Policy and the Equal Employment Policy.

- **Unit Budgets**

The remainder of the Corporate Plan is made up of the budgets and plans for each of the Council's Business Units.

The Unit's budgets and plans can be divided into the following sections:

- **Key Changes (Summary Pages)**

The Key Change pages are the summary pages which appear at the beginning of the Unit's budget.

- **Key Changes**

Key changes for 2002/03 are identified with respect to:

- resources - staffing and fixed assets
- charges - fees and user charges
- operational outputs - programme expenditure including major projects
- capital outputs - expenditure on capital projects

- **Committed Costs (Operational)**

These are costs which the Council is committed. They may relate to the operating costs on a new Council facility built in the previous year or compliance costs which have been imposed on Council by Central Government. They may also represent a commitment which the Council has made subsequent to the adoption of the previous Corporate Plan and prior to the adoption of the draft version of this Plan.

- **Items Committed by Council during the year (Operational)**

This represents those items which have been approved by the Council since the 2002 Financial Plan was adopted on 12 July 2001.

- **Costs Due to Growth**

Costs which are directly attributable to the growth in the cities population and the consequential increase in demand for Council services.

- **New Operating Initiatives**

These are new items which were not allowed for in the long term financial model. They reflect changing priorities and are a Council response to meet changed conditions.

- **Efficiency Gains**

This schedule highlights all the efficiency gains and cost savings which have been reflected In Unit budgets.

- **Restructuring of Budgets**

This section draws attention to any major restructuring of Unit budgets. Details of the 2001/02 situation are noted and are followed by the changes for 2002/03.

- **New Capital Initiatives**

Like the new operating initiatives these items were not allowed for in the long term financial model. They may reflect a response to changed conditions or they may relate to meeting health and safety requirements.

This format change is intended to highlight in summary form the significant changes for each sub budget.

- **Operating Summary and Budget**

On the summary pages the output classes are in upper case and in bold. Outputs which are a subset of output classes are in lower case. Where there are sub outputs, the outputs are in upper case but not in bold.

Capital expenditure is termed “Capital Outputs” and is shown “below the line” on the summary page.

For the operating budgets the output class is identified in the header at the top of the page.

The budget text has been prepared at either the output class or output level. The text consists of a brief description of the output class or output, the objectives for 2000/01 and the performance indicators. The performance indicators assess performance in relation to the objective(s).

On the budget pages direct costs are those costs which relate directly to the output. Transfers from the suspense account(s) represent the outputs share of joint costs. Joint costs may include labour costs, superannuation, ACC and office expenses. While labour and labour related costs may be transferred on an hours worked basis, other allocated costs may be transferred on a capacity or usage basis.

- **2002/03 Capital Section**

This section of the budget details the capital outputs (or capital expenditure). Capital expenditure has been grouped under the following “output headings”:

- Renewals and Replacements. (Maintaining existing assets necessary to sustain agreed levels of service.)
- Asset Improvements. (Capital expenditure that improves or adds to the level of service of existing assets.)
- New Assets. (Works or purchases creating wholly new assets.)

Where a capital item straddles two or more outputs, the majority rule has been applied. (eg. If it is 80% renewal and 20% improvement, it has been placed in the renewal class.)

- **10 year Capital Programme**

This section projects capital expenditure forward for the next 10 years. Whereas the first five years are detailed on a line by line basis, the remaining five years are general provisions which are not supported by detailed projects.

- **Fees Schedule**

Although now at the back of each Unit plan and budget, the fee schedules are of no less importance. As was the case in previous Corporate Plans, managers have been asked to calculate the projected revenue from the fees as a percentage of total cost. This has been included in the schedule in order to highlight those services which are not fully recovered by fees.

STATEMENT OF FINANCIAL MANAGEMENT POLICIES

In 1994 the Council adopted a Financial Management Policy which provided a framework for ensuring that the Council's long term programme was financially sustainable. Elements of this policy are now required by the Local Government Act. A summary of the Financial Management Policy is noted below:

Principles and Policy

The following principles underlie the policy on financial and debt management:

- Debt repayment programme over 20 years to ensure inter-generational equity.
- 56% of average annual capital expenditure for year 1 (rising in steady progression over the next 10 years to 66%) to be funded from depreciation and operating surpluses.
- New asset net additions funded both from loans and internal financing.
- Operating expenditure will be funded from operating revenue.

1. Operating Surpluses

The operating surpluses are calculated using a formula. The surpluses for the first four years of the Plan will be:

Year	Dollar provision for surplus in the 2003 Plan
2002/03	\$11.43M
2003/04	\$5.03M
2004/05	\$0.43M
2005/06	\$2.46M

2. Reserves and Sinking Funds

Provision by way of reserve/sinking fund will be made each year for repayment of all new loans raised by the Council, plus the existing debt of Christchurch City Holdings Ltd. The provision is based on no less than 3% of the amount borrowed and a repayment time frame of 20 years for each loan.

3. Financial Ratios

- (a) Net interest paid on term debt by the Council and Christchurch City Holdings Ltd combined will not exceed 8% of the consolidated gross revenue, provided interest rates do not increase above 8.5%. This parameter is subject to review in the event of interest rates rising above this level.
- (b) Term Debt as a percentage of total assets of the Council and Christchurch City Holdings Ltd shall be no more than 12%.
- (c) Term Debt as a percentage of realisable assets (includes net trading enterprise investments but excludes Infrastructural and Restricted Assets) shall be no more than 33%.

1.1.21

(d) Net debt to funds flow from operations shall not exceed five times, ie an ability to repay debt over five years (medium term) before net capital additions.

(Note: Funds flow from operations is the net cash surplus of gross revenue over operating cash expenses (excludes depreciation).

(e) The liquidity ratio (current assets: current liabilities) shall be not less than 1:1 at each year end. (Note: Current assets excludes for this purpose cash investments relating to specified reserve funds and current liabilities excludes the current portion of term debt.)

4. Operating Expenditure

The operating expenditure of the Council shall be met from operating revenues.

5. Infrastructural Asset Expenditure

Sufficient expenditure will be applied to maintain the existing infrastructural asset base at least to current standards or to standards adopted through an asset management programme.

6. Depreciation

Cash generated from revenue derived to meet depreciation charges will be applied for funding renewal works in the first instance followed by capital works and debt reduction.

7. Application of Cash Surpluses

Cash surpluses in excess of budget from any year will be applied to reduce the borrowing requirement of the subsequent year.

STATEMENT OF THE FUNDING POLICY

Introduction

Under Section 122N of the Local Government Act, the Council is required every three years to prepare and adopt a funding policy. The Funding Policy was adopted in July 2001 and was published as part of the 2002 Financial Plan. (Copies can be obtained from the Civic Offices or at www.ccc.govt.nz.) The policy table on the following page includes the adjustments which have been made as part of finalising this Draft Plan.

Funding Policy Process

The Local Government Act describes in detail the process to determine the funding for all activities or function of the Council.

The Act identifies three types of expenditure and how each type of expenditure should be funded:

- (1) Expenditure which gives rise to general benefits may be funded from rates. General benefits do not accrue to identifiable persons or groups of persons but benefit the community generally.
- (2) Expenditure which gives rise to direct benefits should be funded by contributions from the persons or categories of persons who benefit from that expenditure.
- (3) Expenditure necessary to control negative effects should be funded by those whose action or inaction caused the negative effects to occur.

The Act also identifies considerations which may, if the local authority so chooses, allow the local authority to modify the allocation of costs arrived at above.

- The obligation of the local authority to act in the interests of its residents and ratepayers.
- The fairness and equity arising from any allocation of costs.
- Any lawful policy of the local authority, to the extent that allocating costs may effectively promote that policy.
- Provide for transition from an existing funding regime to a new funding regime.

Finally, the Act allows the local authority to consider issues of practicability and efficiency when choosing funding mechanisms.

Details of the Funding Policy

The Council plans to fund its services for the 2002/03 financial year as follows (2000/01 and 2000/02 are included for comparison purposes):

	2000/01	2001/02	2002/03
User Charges	35.22%	33.39%	33.87%
Grants and Subsidies	3.72%	4.20%	4.32%
Net Corporate Revenues	16.72%	17.56%	16.37%
Capital Value Rating	40.13%	40.88%	41.60%
Uniform Annual Charge	4.21%	3.97%	3.84%

1.1.23

In adopting the 2002 Funding Policy, the Council resolved to avoid significant difficulties for the residential and rural sectors by making the following modifications:

- transferring \$1.89M of costs to the commercial sector
- transferring (\$1.15M) of costs from the residential sector
- transferring (\$640,000) of costs from the rural sector
- transferring (\$100,000) of costs from institutions

The above modifications were to be phased out over three years subject to the impact of the next rating revaluation.

The impact of the revaluation (which will apply from 1 July 2002) would have resulted in a very significant rate increase (21.25%) for the Rural Sector. In order to mitigate this impact, the Council resolved to leave the rural modifier at the same level as last year. The other modifiers, however, have been reduced and in the case of the institutions phased out altogether.

The impact of the modifier changes are summarised below:

Rating Sectors	Rates Increase Without Modifier	Original Modifier	Rates Increase	Amended Modifier	Rates Increase
Commercial/Industrial	-1.67%	\$1,890,000	2.84%	\$1,236,667	1.28%
Residential	4.77%	(\$1,150,000)	3.75%	(\$596,667)	4.24%
Rural	40.44%	(\$640,000)	11.65%	(\$640,000)	11.65%
Institutions	3.37%	(\$100,000)	-3.69%	0	3.37%

The different sectors will experience changes to their rates over the 2001/02 rates as follows:

- Residential +4.24%
- Commercial/Industrial +1.28%
- Rural +11.65%
- Institutions +3.37%

The summary table on the next page shows how the costs and benefits and modifications to the cost of benefits have been calculated. Also included is the funding to be received from user charges, grants and subsidies, net corporate revenues, capital value rating and the uniform annual general charge.

SUMMARY OF THE FUNDING POLICY

The budgeted costs of the benefits the Council proposes to provide in 2002/03, and their proposed funding, are shown in the following table:

		Users	Residential	Commercial	Rural	Institutions	Totals
Cost and Modifications							
Costs							
48.33%	General Benefits	0	112,537,252	30,931,129	3,862,205	7,203,072	154,533,660
51.21%	Direct Benefits	131,219,540	11,758,086	20,461,559	257,757	50,231	163,747,173
0.47%	Negative Effects	1,494,676	0	0	0	0	1,494,676
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		132,714,216	124,295,338	51,392,688	4,119,962	7,253,304	319,775,508
Modifications							
	Transfer User Costs to Rating	(24,408,698)	20,470,735	3,386,854	49,189	501,920	0
	Non-Rateable	0	4,874,318	1,348,464	177,191	(6,399,972)	0
	Avoiding Sudden Changes (Modifier)	0	(530,370)	1,099,259	(568,889)	0	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		(24,408,698)	24,814,682	5,834,577	(342,509)	(5,898,052)	0
Total Costs and Modifications		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		108,305,518	149,110,020	57,227,265	3,777,453	1,355,251	319,775,508
Funded By							
33.87%	User Charges	108,305,518	0	0	0	0	108,305,518
4.32%	Grants and Subsidies	0	5,235,618	8,453,699	121,779	0	13,811,096
16.37%	Net Corporate Revenues	0	39,870,516	11,030,048	1,449,370	0	52,349,933
41.60%	Capital Value Rating	0	92,635,892	36,982,103	2,047,782	1,355,251	133,021,029
3.84%	Uniform Annual General Charge	0	11,367,994	761,415	158,523	0	12,287,932
Total Funding		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		108,305,518	149,110,020	57,227,265	3,777,453	1,355,251	319,775,508

BORROWING MANAGEMENT POLICY

1 Introduction

This policy has been established to ensure the prudent financial management for the issuance and management of Council debt.

The policy incorporates the requirements of the Local Government Act and should be read together with the Investment Policy. Together they form the Treasury Management Policy of the Council.

This policy is for the Christchurch City Council and includes the Christchurch City Council Sinking Fund Commissioners. For the purposes of limiting total debt levels of the Council and financial management ratios, the debt levels and liquid investments of Christchurch City Holdings Ltd, parent only, (a 100% owned holding company) are added to the Council figures.

To determine the scope of this policy, the definition of terms used shall be that of the Local Government Act and Accounting Standards in force. Standard and Poor's has provided a joint credit rating for both the Council and Christchurch City Holdings Ltd. The rating is AA (Long Term) and A1 (Short Term). It is an objective of this policy that the ratings at this level be maintained as a minimum.

2 Principles

The following principles underlie the policy:

- 2.1 Borrowed funds will be used to fund capital expenditure and investment. An allowed exception is for working capital overdraft under section 4.12. Debt will be used as a residual funds source after funds generated from depreciation are applied to renewal and new capital expenditure. The mix of debt and revenue funding for capital funding will be determined by the Financial Plan each year.
- 2.2 Debt raised will be repaid over the economic life of assets restricted to a maximum of 20 years to ensure inter-generational equity.
- 2.3 Interest costs are part of operating expenditure and will be funded from operating revenue.
- 2.4 The annual debt repayment provision will be funded from operating revenue.
- 2.5 Interest rate exposure will be managed consistent with the aim to:
 - have interest costs where possible at or below interest rates projected from time to time in the Council's Long Term Financial Strategy or the rates determined to be economically feasible for specific assets funded
 - hedging is only allowed for debt in place (or part thereof) or where there is a commitment to borrow in the near future and not for speculative purposes
 - remain risk averse
 - maintain a mix of both fixed and floating rates, where appropriate, to maintain flexibility and advantage in case of interest change.
- 2.6 Debt financing is recognised as a component in the Council's Funding Policy and Long Term Financial Strategy to provide inter-generational equity which prevents costs being incurred by the current generation which are for the benefit of future generations.

3 Limits on Total Borrowing

- 3.1 The forecast interest rate payable on external debt intended to be raised by the Council in the ensuing year will be budgeted for and disclosed in the Financial Plan.
- 3.2 Total external debt as a percentage of total assets of the Council and Christchurch City Holdings Ltd, parent only, shall be no more than 12%.
- 3.3 The total external debt of the Council and Christchurch City Holdings Ltd combined as a percentage of realisable assets (all assets excluding infrastructural and restricted assets) shall be no more than 33%.
- 3.4 Net interest paid on term debt by the Council and Christchurch City Holdings Ltd combined will not exceed 8% of the consolidated gross revenue provided interest rates do not rise above 8.5%. Should rates rise then the Council will approve a further limit to contain interest costs.
- 3.5 The ratio of net external debt of the Council and Christchurch City Holdings Ltd combined to funds flow from operations shall not exceed five times, ie an ability to repay debt over five years (medium term) before net capital additions.

Note: Funds flow from operations is the net cash surplus of gross revenue over operating cash expenses (excludes depreciation).

4 Borrowing

- 4.1 All external debt of the Council including financial leases must be authorised by resolution of the Council.
- 4.2 The aggregate amount the Council determines as not being so significant as to require specific authorisation under Section 122Z (c) (ii) (A), is \$500,000.
- 4.3 Loans raised by the Council are to be secured by a charge on Rates revenue.
- 4.4 Except as qualified in section 4.6 below, new loans raised in any particular year are to be no greater than the amount disclosed in the Financial Plan for that year and applied only to capital projects and investments listed in the Financial Plan.
- 4.5 Borrowing will be applied to project funding after utilisation of other capital funding identified in the Financial Plan in accordance with the principle set out in section 2 above.
- 4.6 All new loans required to fund expenditure which has arisen subsequent to the Financial Plan being confirmed shall require Council approval by a specific resolution of the Council including the reasons why expenditure was not included in the Financial Plan.
- 4.7 Debt may be raised in either fixed or floating rate terms, and for short (ie up to one year) or long maturity terms subject to limits.
- 4.8 The term of a loan must not be longer than the economic life of the capital assets it funds (as defined by the Council resolution) and in any event no more than 20 years.

- 4.9 A loan may be raised in several tranches for terms less than 20 years. Repayments at maturity of a tranche within the term of a loan may be refinanced without further Council resolution. Refinancing loans shall not add to the term of the original loan.
- 4.10 For new loans, the Council must consider the risks of borrowing including a sensitivity analysis to changing interest rates.
- 4.11 The borrowing resolution shall define who has the authority to raise loans. Should it be silent then authority is granted to staff as defined in section 9.2 below.
- 4.12 Unless the Council resolves to the contrary and subject to any instruction issued by the Director of Finance, the Funds Accountant may raise loan funds by way of bank overdraft to cover short term cash shortfalls limited to a maximum of \$2m. Borrowing under this clause is not subject to the constraints of clauses elsewhere in this policy.

The Director of Finance may from time to time issue guidelines and instructions on the raising of overdraft funds up to the \$2m limit. Any overdraft so raised shall be reported to the Director of Finance within two working days. For the purposes of this clause the term “short-term” means for terms of less than one year.

5 Repayment of Debt

- 5.1 Debt may be repaid by one or a combination of:
- Annual Sinking Fund instalments where the Sinking Fund Commissioners hold the funds as a separate trust, for the Council, for the sole purpose of debt repayment of specific loans.
 - Annual Contributions to a Loan Repayment Reserve to be held by the Council for the sole purpose of applying at appropriate opportunities to repayment or reduction of loans.
 - Annual table repayment instalments providing for full repayment over the term of a loan being 20 years or less.
 - Repayment from revenue or other sources.
- 5.2 With the exception of table loans, a minimum of 3% of the aggregate of the initial external debt raised by the Council and Christchurch City Holdings Ltd, combined, shall be repaid annually in accordance with one or a combination of the options set out in 5.1 above. Initial Debt is defined as the original sum of any loan borrowed which has not been fully repaid.
- 5.3 The rate of 3% shall be reviewed from time to time to ensure that with accumulated interest earnings on invested funds that sufficient funds are available to repay each initial loan tranche at the end of 20 years. At all times 3% shall be a minimum.
- 5.4 Sinking Funds and Loan Repayment reserves may be applied to earlier repayment of loans in conjunction with refinancing of tranches. In such cases the annual contributions to sinking funds or loan repayment reserves shall be recalculated to ensure that sufficient funds will be on hand to ensure repayment of the balance within the 20 year time frame.
- 5.5 When the repayment provision for any specific loan has been fully funded, no further contributions will be required for that loan.
- 5.6 The Funds Accountant, after consultation with the Director of Finance and the Company Secretary of Christchurch City Holdings Ltd, may select the specific debt to be repaid in any one year to optimise the mix of debt types retained within the group.

6 Interest Rate Exposure

- 6.1 The interest rate policy of the Council is to manage the exposure to adverse interest rates consistent with the need to have interest costs, where possible, at or below interest rates projected from time to time in the Council's Financial Plan or Long Term Financial Strategy or the rates determined to be economically feasible for specific assets funded.
- 6.2 The Funds Accountant may implement an interest rate strategy with interest rates higher than that budgeted, where this is supported by an interest rate view and strategy formed under the procedures of 6, 7, 8, and 9 below.
- 6.3 The Council may have an exposure to both fixed and floating interest rates. Fixed Rate Debt may vary between 35% and 100% of total debt maintained by either direct borrowing under these terms or by interest rate hedging. There is a preference for fixed rate borrowing to fund long term asset acquisition.
- 6.4 The Funds Accountant shall be authorised to enter into interest rate hedging contracts to avoid an exposure to adverse rates based on the interest rate view.
- 6.5 All hedging contracts are only to protect the actual debt and debt planned to be raised. Speculation is not permitted.
- 6.6 All hedging contracts are to be discussed with the Director of Finance and in his absence with the Funds and Financial Policy Manager prior to being entered into and reported to the Director of Finance immediately following (the same day) the transaction is entered into and to the Strategy and Resources Committee quarterly.
- 6.7 Hedging can only take place with counterparties who have a long term credit rating of 'A-' or better.

7 Liquidity Policy

- 7.1 The debt maturity profile shall be maintained so that no more than 35% of the relevant debt matures in either of the current or following fiscal year unless the total relevant debt outstanding is lower than \$30,000,000. The relevant debt is the total external debt for the Council but excludes any leases, table loans, and floating rate short term loan issues.
- 7.2 Where possible, maturity dates should be spread throughout the year.

8 Credit Exposure

- 8.1 Hedging can only take place with counterparties who are credit rated 'A-' or better.
- 8.2 Settlement for new loans shall be by cleared funds.
- 8.3 Loan raising should be managed so that the impact of settlement default will not adversely affect the Council.

9 Management by Staff of the Borrowing Policies

- 9.1 All external debt must be authorised by the Council except that under section 4.12 (working capital overdraft). Staff shall have evidence of such approvals before any debt is raised.
- 9.2 Authority is delegated (under this Policy Statement) to the Funds Accountant and in his absence, any one of the Director of Finance, Funds and Financial Policy Manager, Financial Analyst, and the Financial Services Manager to raise external debt funds and to enter into hedging contracts on terms he may determine within the limits and guidelines of this Policy Statement. The day-to-day management and actions may be undertaken by the Funds Accountant, but the responsibility for overview lies with the Director of Finance.
- 9.3 The Funds Accountant shall form a view on future interest rates based on independent professional advice. The view shall be revised at least quarterly. Action to change the Council's fixed, floating interest rate profile shall be based on that view.
- 9.4 The Director of Finance shall appoint a Treasury Review Team to assist on the formation of interest rate views and Borrowing management strategy. The Treasury Review Team shall approve and maintain guidance notes and instructions developed for the proper management of Council's Debt under this policy.
- 9.5 A specific debt raising resolution may require joint delegations for action. If so then the more restrictive delegation shall be followed.
- 9.6 There shall be appropriate segregation of duties amongst staff involved in borrowing and investing of Council funds and this shall be subject to audit review.
- 9.7 The Funds Accountant shall maintain the register of charges and shall file with the Registrar of Companies a copy of the debt instrument from time to time.
- 9.8 Actions taken under the Borrowing Policy are to be reported to the Director of Finance at least weekly, and to the Strategy and Resources Committee quarterly. The actions requiring reporting are:
 - Debt Servicing Costs, both budgeted and actual
 - Comment on Interest Rate Exposure
 - Debt Maturity Profiles and expected timing of Debt Raising
 - Total Debt Raised (including financial leases)
 - Hedging Contracts taken up since the last report
 - Hedging and Derivative Contracts in place at the time of the report

INVESTMENT POLICY

1 Introduction

This policy has been established to ensure prudent financial management of Council investments.

The policy incorporates the requirements of the Local Government Act and should be read together with the Borrowing Management Policy. Together they will form the Treasury Management Policy of the Council.

The policy is for the Christchurch City Council and includes the Christchurch City Council Sinking Fund Commissioners. Investments held by subsidiaries (LATEs) are excluded.

To determine the scope of this policy, the definition of terms used shall be that of the Local Government Act and Accounting Standards currently in force.

The Council proposes to invest \$75M of capital repatriation funds due to be received from Christchurch City Holdings Ltd in mid 2001 in a separate fund known as the Capital Endowment Fund. It is intended that the fund be divided into capital of \$71.5M and fluctuation reserves of \$3.5M and that the capital of this fund will be held intact together with sufficient income capitalised annually to cover inflation. The fluctuation reserve will vary depending on returns from investments. The balance of the income will be available to the Council to provide for economic development projects and civic and community projects that will enhance the city or region.

The Council resolution creating the Capital Endowment Fund is attached as Appendix B.

2 Principles

The following principles underlie the policy:

- Investments shall be managed to maximise the return to the Council consistent with the purpose of the investment and risk avoidance.
- The Council shall maintain a prudent mix of investments.
- Council investment management shall as far as possible be risk averse.
- Investments made outside of the policy require specific resolution of the Council.
- Interest rate exposure and yields on investments are to be managed according to practices outlined in this policy. Hedging, if used, is to cover the protection of the actual physical investment and its return.

- For the Capital Endowment Fund the investment objectives are:
 - Maintain the real value of the capital of the Fund with regard to inflation.
 - Maximise the value of the Fund and therefore the amount that can be distributed from the Fund over the long term, subject to a prudent level of portfolio risk.
 - Maintain a degree of consistency in the amounts that can be withdrawn on an annual basis.

- To fulfil the objectives for the Capital Endowment Fund the following investment principles will be followed in addition to those elsewhere in this policy:
 1. Responsibilities under common law and statute must be met. The following policies will be interpreted and applied subject to this policy.
 2. The inflation-adjusted capital of the Fund shall not be withdrawn.
 3. An appropriate level of portfolio risk will be determined and accepted by the Council in consultation with professional advisors.
 4. An appropriate level of diversification of investments in portfolios across securities, sectors, asset classes and countries must be maintained.
 5. The investment portfolio will accept risks in a prudent manner and investment risk will be minimised for the expected level of return.
 6. The capital of the investment portfolio will be preserved on a quarterly basis by adjusting for (positive) changes in the Statistics New Zealand All Groups CPI.
 7. An investment fluctuation reserve must be maintained to finance budgeted distributions from the Fund.
 8. Liquidity must be considered and maintained at an appropriate level.
 9. The investment structure must be able to accommodate changes in the Fund's requirements and the investment environment.
 10. All aspects of the investment process and functions will be reviewed regularly. In particular:
 - The performance of investment managers will be monitored against benchmarks at least monthly, and against the performance of other investment managers at least quarterly.
 - Investment managers will be monitored on an ongoing basis with respect to their organisational structure, investment processes and personnel.
 - Investment policies and objectives, asset allocation strategy and overall investment management structure will be reviewed at least once every three years.

3 Investment Categories Subject to the Policies - Their Purpose

The Council's investments are made for a range of purposes and fall broadly into five categories:

3.1 General Funds Investments

3.1.1 These investments are held for the general use of the Council in the form of financial investments for the purpose of providing general finance. Typically they are invested on a commercial basis to produce a financial return pending utilisation as funding for the Council in its ordinary course of business.

3.1.2 General Funds may be invested in the following investment types:

- Cash and short term bank deposits
- Promissory Notes issued by suitably rated corporate entities
- Stocks and bonds
- Loans to community organisations
- Loans to individuals
- Loans to Council subsidiary companies including LATEs
- Loans to non-Council entities to facilitate community infrastructural asset creation (Council approval required)
- Real estate being held for market return purposes only

3.2 Equity Investments in Subsidiary Companies

3.2.1 The Council holds equity investments in a range of subsidiary companies for a mix of the following purposes:

- Providing a rate of return on the investment to be used for general revenue purposes.
- Ensuring that ownership of essential infrastructural facilities with monopoly characteristics remain in community ownership.
- Separating trading activities or services from the ordinary operations of the Council in the interest of transparency, efficiency and competitiveness of pricing.

3.2.2 These investments are made up of:

- A majority interest in major utility trading enterprises through a 100% interest in Christchurch City Holdings Limited - see Schedule 1.
- 100% interest in LATEs which have been established primarily to provide service delivery to the Council on a commercial basis - see Schedule 2.
- Significant interest in trading enterprises primarily for income purposes but recognised as being of benefit to the local economy - see Schedule 3.

3.3 Property Held for Investment Purposes

- Investment properties are defined as being held for market return purposes and having no Council operational function.
- The decision to hold or dispose of investment property is driven by the performance of this investment compared with similar properties in the market.

3.4 Investment of Reserve Funds including Trust Funds and the Capital Endowment Fund

3.4.1 These reserve and trust funds have the following characteristics:

- The Council has resolved to set aside funds for a specific defined future purpose.
- The Council has defined a minimum holding of the Capital Development Reserve Fund, currently set at \$5M to provide a first source of funding available in the case of an emergency arising from a natural disaster.
- Estimates are prepared each year of the value of each separate reserve fund including revenue projections.
- These funds are available for appropriation in the Financial Plan to finance expenditure incurred on the purpose of the fund.
- The investments which make up the Reserve Funds can be held in common with General Funds investments with the earnings apportioned to each separate fund or may be invested separately with professional Fund Managers in managed portfolios of investments.

3.4.2 Reserve and trust funds may be invested in the following investment types:

- Short term bank deposits
- Promissory Notes issued by suitably rated corporate entities
- Stocks and bonds
- Loans to Council subsidiary companies
- Loans to individuals (for Council approved purposes)
- Loans to community organisations
- Shares in publicly listed companies

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- Professionally managed portfolios of investments, either by direct investment or through Unit Trusts, including:
- Equities, New Zealand wide, South Island Specific and overseas
- Fixed Interest investments, both New Zealand and overseas
- Short term cash
- Real Estate
- Other Investments the Council may from time to time resolve.

3.5 Sinking Fund Investments

- 3.5.1 These funds are held by the Commissioners appointed by the Council on trust for the repayment of Council loans in accordance with the Council's Borrowing Management Policy.
- 3.5.2 Sinking Funds may be invested in the following types of investment:
- Cash and Short Term Bank Deposits
 - Promissory Notes issued by suitably rated corporate entities
 - Stocks and bonds
- 3.5.3 Management of Sinking Fund investments shall be subject to the procedures outlined in sections 5 and 6 of this policy.

4 Types of Investments

The Council may hold the following types of investments. See other sections of this policy for restrictions on the management of each type:

- Bank deposits, bank accepted bills and bank issued certificates of deposit
- Short Term Promissory Notes issued by companies and Local Authorities as defined by section 6
- Stocks and bonds issued by Government, SOEs, Local Authorities and suitably rated Corporate entities
- Loans to Council subsidiary companies
- Loans to individuals (for Council approved purposes)
- Loans to community organisations
- Loans to non Council entities to facilitate community infrastructural asset creation as approved specifically by the Council
- Shares in (listed) public companies
- Shares in subsidiaries
- Real estate
- Professionally managed (external to the Council) portfolios of investments, either by direct investment or through Unit Trusts, including:
- Equities both New Zealand and overseas domiciled
- Fixed interest both New Zealand and overseas domiciled
- Short term cash
- Real estate
- Other investments the Council may from time to time resolve.

5 Outline of Procedures for Management of Each Type of Investment

5.1 General Issues

- Each type of investment shall be prudently managed having regard to the purpose for which the investment was made and the needs of the Council.
- Delegated authority to act on all investments in accordance with this policy, (except Real Estate, Professionally Managed Funds, and equity investments in LATEs) is granted to any one of the Director of Finance, Funds and Financial Policy Manager, Funds Accountant, Financial Analyst, and Financial Services Manager. The primary responsibility lies with the Funds Accountant.
- The Funds Accountant shall form a view on future interest rates based on independent professional advice. The view shall be revised at least quarterly and shall be used to guide investment strategy.
- The Director of Finance shall appoint a Treasury Review Team to:
 - assist on the formation of interest rate views
 - advise on investment management strategy
 - approve and maintain guidance notes and instruction developed for the proper management of the Council's Investments made under this policy.
- Reporting requirements by the Funds Accountant:
 - Report daily to the Director of Finance - Hedging instruments used (both in advance of any commitment and after being entered into).
 - Report weekly to the Director of Finance - showing a weekly position.
 - Report quarterly to the Strategy and Resources Committee - on the performance results of the investment portfolio excluding shares in subsidiary companies and returns on real estate which will be reported separately as detailed elsewhere in this policy.
- A division of duties between the staff making and checking on the investment transactions is to be maintained to provide for checks on the prudent handling of investment funds.

5.2 Short Term Liquid Investments - Bank Deposits and Promissory Notes

Investment of this type will be managed on the following basis:

- The objective is to minimise the holding whilst having regard to liquidity needs and investment return.
- Invested in authorised bank instruments in accordance with the criteria outlined in section 6 of this policy.
- Compliance with the policy rules on acquisition, disposal, and the settlement process in accordance with the criteria outlined in section 6 of this policy.
- Interest Rate risk management has an objective to maximise yield based on the interest rate view formed by the Funds Accountant as outlined in section 5.1 of this policy.
- The maturity profile of investments will be based on the need for cash funds derived by the daily liquidity needs forecast.

5.3 Long Term Financial Investments of Authorised Stocks and Bonds

- The objective is to maximise the holding whilst having regard to liquidity needs and investment return subject to the size of funds available for investment and the maturity profile matched to the expected need for liquid funds.
- To minimise credit risk, the investments with any one issuer are subject to the limits as defined in section 6 of this policy.

- The interest view, formed by the Funds Accountant, together with the yield and maturity profile of the investments will form the basis of determining action required. In addition, the Funds Accountant is authorised to use hedging instruments to change the interest rate exposure and to change the financial impact of the terms of the investment asset.
- The Council will seek to maximise yields either by primary investment or incidental arrangement.
- The procedures on acquisition, disposal, and the settlement process is set out in section 6 of this policy.

5.4 Loans to Council Owned LATEs

- Loans to LATEs shall be made only after Council authorisation of the total amount, source of funds, security and the general terms.
- The Director of Finance is authorised to determine the specific terms and conditions of the loan, the maturities and interest cost.
- The administration of the loan investment can be delegated to staff as per section 5.1.

5.5 Loans to non Council entities to facilitate community infrastructural asset creation

- Examples of this type include the Belfast Industrial Pressure Pipeline loan.
- Loans shall be made only after Council authorisation.
- Such authorisation shall include the total amount, source of funds, security and the general terms.
- The Director of Finance is authorised to determine the specific terms and conditions of the loan, the maturities and interest cost.
- The administration of the loan investment can be delegated to staff as per section 5.1.

5.6 Loans to Individuals, and to Community Organisations

- These are subject to authorisation by the Council (or Committee if delegated) either on a one-off basis or by class (for example, the drainage conversion loans).
- The funding source will be nominated in each case, mainly Reserve Funds, to avoid the need for Rate funding.
- If the source of funding is a specific Reserve Fund set up for the purpose of making loans (eg the Community Loans Fund), the loans made will be limited to the quantum of that fund.
- If the source is the Capital Development Fund then the funds available will be limited to 20% of the funds in excess of \$5M. \$5M is required as the minimum liquid cash reserve.
- If the source of funds are unspecified Reserve Funds, ie other than the specific loan Reserve Funds, Capital Development Reserve or Debt Repayment Reserves and other specific short term reserve funds, then the maximum which can be invested in loans from these sources is 10% of the available funds. (Note: The Victory Park lighting Loan is excluded as this will be merged with the redevelopment loan.)
- Interest rate to be charged is set by the Council as either a policy decision or on a case by case basis. In the absence of specific instruction, then at no less than the Council's estimated cost of borrowing plus a margin (1% minimum) for administration and risk.
- The Funds Accountant is to prepare loan documentation as required based on legal advice as to form and procedure.
- Security of Loans will generally be a charge on the borrower's land unless specified as being unsecured (as in the case with some community organisations) in which case such other security as the Council, Director of Finance, or the Funds Accountant may determine as being appropriate for this class of loan.
- Loan Guarantees to protect repayment shall be obtained if directed by the Council or if in the opinion of the Director of Finance or the Funds Accountant it is considered to be prudent for a loan of this type.

5.7 Equity Investments in LATEs and Subsidiaries

- Investment in shares in subsidiary companies will be made on the authorisation of the Council only after the receipt of professional advice on valuation and acquisition procedures.
- The Council will not involve itself directly in the management of its subsidiary companies. Management services may be contracted by the companies from Council staff.
- Each company which is defined as a LATE in the Local Government Act will be required to prepare annually a Statement of Corporate Intent which sets out the activities and strategic direction of each company, and to report in accordance with the Statement of Corporate Intent and the reporting requirements for LATEs in the Local Government Act.
- Christchurch City Holdings Limited is an investment monitoring company established by the Council to hold its significant trading enterprises on behalf of the Council. The Board will comprise a mix of Councillors and external directors with a majority of Councillors.
- Regular monitoring will be carried out by Christchurch City Holdings Limited (CCHL) of the ownership options, business strategy and operating plans, capital structure and risk management affecting the CCHL subsidiaries and other subsidiaries where the shareholding is held directly by the Council.
- Investment performance of subsidiary companies will be assessed in comparison to the performance of other similar companies in the same industry.
- The CCHL Board will report at least six times a year to the Council's Strategy and Resources Committee on the issues arising from its monitoring role. Ad hoc briefing sessions and seminars for Councillors will also be arranged.
- The Council is responsible for the approval of Statements of Corporate Intent and the appointment of directors for all subsidiaries held directly by the Council and directly by CCHL.
- Directors of all subsidiary companies will be selected according to the policy established by the Council in June 1996.
- Ownership of shares in subsidiaries may be transferred to CCHL when a subsidiary has an established record of financial performance and it is Council policy to retain the investment in the long term.
- This policy does not apply to non-trading companies which are held solely for the purpose of land ownership (eg Travis Group).

5.8 Shares in Listed Public Companies

- Specific authorisation is required by the Council to invest directly in listed equities except in the case of professionally managed portfolios as outlined in 5.10 below.
- There is to be an annual review by a broker to assess price, total value and hold or sell advice.
- Trading is authorised to rationalise a holding and on the advice of a broker. Normally taking up cash issues, sale of rights etc will be subject to advice.
- Staff listed in section 5.1 are authorised to enter into transactions.
- Low value transactions may be actioned by the Funds Accountant without further authority.

5.9 Real Estate Held for Investment Purposes

- Acquisition or sale decisions on investment property shall be made by the Council.
- The properties should be managed in accordance with professional property management principles for the administration and maintaining of properties.
- The Property Manager will maintain accurate records for all individual investment properties including income and expenditure which will then be used for measuring performance of the investment.

- Management principles will be in accordance with prudent commercial terms and conditions effective in the market from time to time.
- The Property Manager will ensure compliance with all relevant statutes.
- The decision to hold or dispose of investment property is driven by the performance of a specific investment compared with similar properties in the market.
- The Property Manager is to report to the Council on a six monthly basis on the performance of all investment property.

5.10 Professionally Managed Portfolios

- Investments in professionally managed (external to the Council) portfolios may be made for Capital Endowment Fund and other reserve fund investments.
- The initial selection of fund managers will be made by the Council's Strategy and Resources Committee on recommendation from the Treasury Review Team after receipt of professional advice.
- Significant decisions relating to Fund Manager appointments will normally be subject to Strategy and Resources Committee approval but the Treasury Review Team is authorised to act on urgent issues and report to the next meeting of the Strategy and Resources Committee.
- Immediately following the initial selection of fund managers the Council will approve appropriate management guidelines for the ongoing management of the Fund and the level of delegated authority to the Treasury Review Team for ongoing decisions relating to these investments.
- The Treasury Review Team shall:
- Take account of and consider the objectives of the funds, management guidelines, the appropriate level of risk to be accepted and the reserve retention policy of the fund as agreed by the Council from time to time.
- Recommend to the Council the quantum of funds which are available for distribution in any year after provision for inflation protection and management of the fluctuation reserve.
- Monitor the performance and compliance of investment managers.
- Develop and implement appropriate periodic reporting to the Council.

6 Assessment and Management of Risks by Type of Investment

6.1 Authorised Bank Instruments

The Council may invest in any registered bank in New Zealand subject to the following:

- The bank remains the primary debtor throughout the term of the investment.
- Investments will only be in banks with a Standard and Poor's short term credit rating of A-3 or better and a long term credit rating of A- or better (equivalent Moody's ratings may be used).
- A maximum of 20% of the total investments issued by the financial market (which is made up of short term bank deposits, promissory notes and long term stocks and bonds including those issued by other Local Authorities and Government Stock) may be invested with any one bank except where the total bank investments are less than \$10M, when the investments shall be made with at least two banks.
- Any instrument issued by the bank may be taken up.
- Deposits may include foreign currency to meet Council commitments in overseas currencies.

6.2 Authorised Stock or Bond Investments

The Council may invest in any fixed term stock or bond issued in New Zealand subject to the following:

- Up to 100% of the available funds may be invested where the stock is issued by the New Zealand Government or State Owned Enterprise guaranteed by the Government.
- Up to 20% of the available funds may be invested in Civic Bonds issued by the Local Government Finance Corporation as these are backed by rate secured investments in Local Authorities.
- Up to 100% of the available funds may be invested where the stock is issued by a Local Authority (not CCC or CCC LATEs) and is rate secured, but subject to a maximum 20% of the total investments (see 6.1) with any one issuer.
- Up to 35% of the available funds may be invested where the bonds are issued by any company in New Zealand subject to the issuer having a Standard and Poor's long term credit rating of A- or better (equivalent Moody's ratings may be used) and subject to a maximum 20% of the total investments (see 6.1) with any one issuer.

6.3 For the Purchase, Sale, and Settlement of Bank Deposits, Stock and Bonds and Listed Public Company Shares

The Funds Accountant and in his absence others listed in section 5.1 have authority to deal in these investments, taking on the authorities of the Funds Accountant, subject to the procedures outlined below and detailed elsewhere in this policy:

6.3.1 Making Investments:

- Bank deposit and promissory notes investments are normally made after three quotations are received.
- The Council is not bound to take the highest bid, nor shift funds from one bank to another where reasonable grounds exist to make an alternative decision (eg to maintain a spread of deposits between banks).
- Investments in stock or promissory notes issued under a tender shall be made with the advice of a broker or professional adviser retained by the Council.
- Investments in stock or promissory notes by direct purchase shall be made on the advice of a broker.
- Settlement to be made by direct credit, cheque or by direct debit.

6.3.2 Recording of Investments:

- Investments made are to be recorded in separate balance sheet asset accounts.
- A division of duties is to be maintained to provide for checks on the prudent handling of investment funds.
- Daily records of cash monitoring and investment decisions shall be maintained.
- Accrued income on a yield to maturity basis is to be calculated and actioned monthly.

6.3.3 Income Recognition:

Income is to be recognised on a yield to maturity basis, with the purchase yield used for both capital values and accrued income. This is applicable as the Council:

- normally selects an investment to match a maturity profile based in the main on an expected need for funds
- would not normally sell the investments earlier unless there is a need for funds
- would not wish short term variation in market interest rates to change the income flows over time from the same investment.

6.3.4 Withdrawal or sale of bank deposits, promissory notes, bonds, and listed equity investments:

- Repayment shall be by cleared funds to minimise the settlement risks.
- The principal proceeds are to be credited to the asset account on the balance sheet with appropriate income recognition.
- Funds are either reinvested or they form part of the liquidity of the Council. In either case the full value is recognised in the equity of the Council. Capital gains or losses are recognised as income and disposed of along with all other income as per the Financial Plan.
- Revenue from any investment is dealt with under the Financial Plan along with all other revenues.

6.4 Purchase, Sale and Settlement of Real Estate Investments

- All acquisitions and disposal decisions are to be made by the Council on advice of the Property Manager.
- The property disposal procedures approved by the Council from time to time shall be used for investment property disposals.
- Sale and purchase contracts in the normal form will be used.
- Investment properties are to be recorded as assets in the financial records and have similar treatment to other assets.

6.5 Purchase, Sale and Settlement of Subsidiary Company Investments

- In general terms it is the intention of the Council that a majority ownership in these investments will be retained in the long term.
- Any decision to dispose of shares in a subsidiary which would reduce the Council's shareholding to less than 50% will be made only after public consultation as set out in the Local Government Act.
- Where existing assets of the Council are transferred to a new LATE, an Establishment Unit will assess all the options and recommend the methodology, value and other matters according to the established procedure set out in the Local Government Act.
- External professional advice will be sought before making any decision to acquire or dispose of any shareholding in any of the subsidiary company investments.

6.6 Purchase of Promissory Notes issued by New Zealand Companies and Local Authorities

The Council may invest in Promissory Notes issued in New Zealand by Corporates and Local Authorities in New Zealand currency provided they have throughout their term a Standard and Poor's short term credit rating of A-3 or better (or equivalent Moody's rating).

- The term would generally be no more than 180 days.
- The interest rate must be better than Bank deposits for the same term to indicate a preference for Promissory Notes.
- For registered Promissory Notes the note must be held in the Council's name.
- For 'bearer' Promissory Notes, the certificate may be held by the Council or by a suitable agent such as a Bank or Austraclear.
- To avoid the Council being exposed to settlement risk, payment on maturity or sale requires settlement by 'Cleared Funds'.

6.7 Investments in Professionally Managed Investment Portfolio

- Professionally managed (external to Council) investment portfolios may be used for Reserve Fund investments in accordance with guidelines approved by the Strategy and Resources Committee from time to time. In considering the selection of any managed portfolio to minimise income and capital risk, the following shall be considered (along with any other relevant consideration):
 - The selection of the professional Fund Manager based on performance and competence.
 - The diversification of the asset class.
 - The expected return of each asset.
 - The volatility of return, both in the past and expected.

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- The Council's tolerance to risk.
 - The appropriate reserve retention level necessary to preserve the fund value and earning potential.
 - The income distribution expectations of the Council.
-
- The management of the investment, once made with an (external to Council) professional Fund Manager, shall be handled entirely by that Fund Manager. Therefore the restrictions stated elsewhere in this policy governing the selection and handling of direct investments shall not apply.
 - It is recognised that title to the underlying investments will be with the Fund Manager who will handle the investments on the Council's behalf. The Council will receive an acknowledgement of its interest in the investment pool.

STATEMENT OF RATING INFORMATION

Rating Policy is based on the Funding Policy

The application of the Funding Policy determines the allocation of rates to sectors and therefore the rates on each property. For information on the Funding Policy please refer to the relevant section in the Strategic Statement.

Rating Overview

The rating system provides the net funding requirement for the Council's programme as set out in this Draft Financial Plan.

Rates are levied as a tax on property in compliance with the statutory provisions of the Rating Powers Act (1988).

Property values were revised in September 2001.

Rates of \$145.31M (exclusive of GST) will be levied for 2002/03. This is an overall increase in the rate requirement of 3.55% over 2001/02 after taking into account the growth in the rating base.

Rate Types

It is planned to levy the following rates. (The figures noted below are exclusive of GST):

• General rates	\$108,135,918
• A Uniform Annual General Charge	\$13,823,923 (\$105 per property)
• Separate rates for:	
- Water	\$12,366,149
- Sewerage	\$17,854,744
- Land and Stormwater Drainage	\$11,291,845

Rate Type Descriptions

General Rates

General Rates are levied on capital values according to the Funding Policy. General rates (including the Uniform Annual General Charge) provide for approximately 74.61% of the total rate requirement of the Council, being the net rate requirement after separate rates are determined.

Uniform Annual General Charge

A portion of general rates is levied as a uniform annual general charge of \$105 per rateable assessment, payable irrespective of property values.

The uniform charge is levied to recover costs which have been determined in the funding policy to:

- provide benefits which are people related;
- have a reasonable correlation between the number of properties and the spread of benefits in the community; and
- to be uniformly consumed by the inhabitants of the community.

Separate Rates

Separate Water Rate. This rate is levied on properties in the serviced area to recover the costs of water supply. Connected properties pay full water rates, non connected pay half rates.

User Charges based on metered consumption are also made for water consumed by properties, other than private residential properties. An allowance is made for the amount of water rates charged.

Separate Sewerage Rate. This rate is levied to recover the costs of sewerage on all properties within the serviced area.

Separate Land Drainage Rate. This rate is levied to recover the costs of land drainage from ratepayers within the land drainage district.

Differential Rating

Differential rating is applied to both General Rates and Separate Rates levied on Capital Values. The quantum of rates required from each sector (Residential, Commercial/Industrial, Rural, and Non Rateable) is based on the Funding Policy allocation which is derived from an analysis of each Council output. The sector requirement for each rate type is then applied to properties within each sector, based on the relative capital values.

The differential sectors are:

Sector A - Commercial and Industrial Properties

Any separately rateable property which is:

- (a) used for a commercial or industrial purpose (including travellers and special purpose accommodation, offices and administrative and associated functions, and commercially owned and operated utility networks); or
- (b) vacant land zoned commercial, industrial or rural industrial under the transitional district plan administered by the Council.

Sector B — Residential and Other Properties

Includes any separately rateable property which is:

- (a) used for residential purposes (including home ownership flats); or
- (b) vacant land zoned residential or rural residential under the transitional district plan administered by the Council; or
- (c) Council operated utility networks; or
- (d) land not otherwise classified under sectors A, C or D.

Sector C - Rural Properties

Includes any separately rateable property which is:

- (a) used solely or principally for:
 - (i) agricultural or horticultural or pastoral purposes; or
 - (ii) for the keeping of bees or poultry; or

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- (b) zoned rural under the transitional district plan administered by the Council, but does not include any separately rateable property which is:
- (i) zoned rural industrial or rural residential under the transitional district plan administered by the Council; or
 - (ii) zoned rural and used principally for residential purposes (including home ownership flats).

Sector D — Institutions (Non-Rateable)

These are properties which are deemed not to be rateable properties pursuant to Sections 4, 5 and 6 of the Rating Powers Act 1988.

Although this sector is exempt from paying general rates, it is still liable for separate rates for water and sewerage.

Rates for 2002/03 will be shared among the ratepaying sectors as follows:

Sector A - Residential	71.61%
Sector B - Commercial/Industrial	25.98%
Sector C - Rural	1.52%
Sector D - Institutions	0.89%

The different rating sectors will experience changes to their rates over the 2001/02 rates as follows:

- Residential	+ 4.24%
- Commercial/Industrial	+ 1.28%
- Rural	+ 11.65%
- Institutions	+ 3.37%

Rating by Instalments

The Council provides for rates to be paid in four instalments, with instalment one generally equal to the previous year's instalment four. A ratepayer may elect to pay the whole of the year's rates in one sum before instalment two due date without additional charges.

Additional Charges

An additional charge of 10% will be added to each instalment which remains unpaid after its due date. Previous years' rates which are unpaid will have 10% added firstly in October 2002 and, if still unpaid, again in April 2003.

Additional Charges may be remitted in accordance with the following criteria:

- (a) All applications must be in writing.
- (b) All rates must be paid in full, as a general rule, before remission is considered.
- (c) Remission will generally be given where late payment has arisen due to sickness, death, age or other acceptable genuine reasons.
- (d) No additional charge will be added where payment is received over the counter on the day following due date or through the mail on the second day following the due date.
- (e) Remission of second and subsequent additional charges where satisfactory arrangements are in place for regular payment of arrears.
- (f) Remission on payments made within five working days of due date, where there is no substantiated reason for remission, up to a maximum of one such remission every two years.
- (g) Remission in respect of commercial, professional or industrial properties will generally not be granted other than once every five years.
- (h) The remission of penalty on current year's rates may be granted where an agreed arrangement for payment is in place which is in excess of the current year's rates.

Postponement of Rates

Statutory provision exists for the Council to remit or postpone rates in cases of extreme financial hardship. The Council has a policy of considering the postponement of rates where hardship exists. Postponed rates are a charge against the property and must be paid either at the end of the postponement term or when the property is sold.

Generally applicants will be over age 65 but consideration will be given in other special circumstances of need.

Interest will be charged on postponed rates for new applicants at the Council's cost of capital rate, currently 7.2%, without incurring additional charges.

Environment Canterbury

The Council acts as agent for the collection of rates for the Environment Canterbury (Canterbury Regional Council) which determines its own rate levels. This policy does not refer to those rates.

Funding Policy

The Funding Policy allocates rates to the four sectors referred to earlier. The factors considered when making such an allocation include:

- general benefits which go to the community
- direct benefits which can be directly attributable to persons or categories of person
- where there is a need to control negative effects (eg pollution)
- modifications. In order to avoid significant adjustment difficulties, the Council may adjust the amount which a sector has to pay.

For further information on the Funding Policy refer to the Strategic Statement.

Actual Rates Payable – 2001/02 Actual and the 2003 Financial Plan Compared

Capital Value	Year	General Rates		Water Rates \$	Land Drainage \$	Sewerage Rates \$	Total \$
		Uniform Charge \$	By Capital Value \$				
Residential (1)							
80,000	2002/03	105	276	36	33	51	501
	2001/02	105	259	37	29	49	479
120,000	2002/03	105	414	54	50	77	699
	2001/02	105	388	55	44	74	666
160,000	2002/03	105	552	72	67	102	897
	2001/02	105	517	74	58	99	853
200,000	2002/03	105	689	90	83	128	1,095
	2001/02	105	646	92	73	124	1,040
260,000	2002/03	105	896	117	108	166	1,393
	2001/02	105	840	120	95	161	1,321
300,000	2002/03	105	1,034	135	125	192	1,591
	2001/02	105	970	138	110	185	1,508
400,000	2002/03	105	1,379	180	167	256	2,086
	2001/02	105	1,293	184	146	247	1,975
Commercial (1)							
100,000	2002/03	105	575	43	42	64	829
	2001/02	105	586	45	37	61	834
160,000	2002/03	105	919	69	67	102	1,263
	2001/02	105	938	72	58	98	1,272
200,000	2002/03	105	1,149	87	83	128	1,552
	2001/02	105	1,173	90	73	123	1,563
300,000	2002/03	105	1,724	130	125	192	2,276
	2001/02	105	1,759	135	110	184	2,293
500,000	2002/03	105	2,873	217	208	320	3,723
	2001/02	105	2,931	225	183	307	3,751

Actual Rates Payable – 2001/02 Actual and the 2003 Financial Plan Compared

Capital Value	Year	General Rates		Water Rates \$	Land Drainage \$	Sewerage Rates \$	Total \$
		Uniform Charge \$	By Capital Value \$				
Rural (1)							
100,000	2002/03	105	252	42	42	67	508
	2001/02	105	231	42	37	63	478
200,000	2002/03	105	504	84	83	134	911
	2001/02	105	462	83	73	127	851
300,000	2002/03	105	756	126	125	201	1,314
	2001/02	105	693	125	110	190	1,223
400,000	2002/03	105	1,008	168	167	268	1,716
	2001/02	105	925	166	146	254	1,596
500,000	2002/03	105	1,261	210	208	335	2,119
	2001/02	105	1,156	208	183	317	1,969

Notes:

- (1) Fully serviced properties, and includes a Uniform Annual General Charge of \$105 per property.
- (2) Includes GST and does not include the Canterbury Regional Council Rates.
- (3) 2001/2002 = 2002 Actual rates payable
2002/2003 = 2003 Financial Plan.
- (4) These tables make no allowance for Capital Value changes as a result of the recent revaluation.

STATEMENT OF ACCOUNTING POLICIES

Statement of Reporting Entity

The Christchurch City Council is a territorial local authority formed under the Local Government Act 1974 (as amended).

Measurement Base

The measurement base adopted is that of historical cost as modified by the revaluation of certain assets.

Specific Accounting Policies

The following specific accounting policies which materially affect the measurement of financial performance and the financial position have been applied:

(a) Fixed Assets

Fixed assets have been divided into three broad categories:

(i) Operational Assets

Operational assets include land, buildings, furniture and office equipment, fixed plant, vehicles and mobile plant. Operational assets are valued at depreciated replacement value at 30 June 1991 with additions recorded at cost. The only exception is land and buildings that are revalued to net current value on an existing use basis every three years. All operational assets with the exception of land are depreciated and details of the depreciation methods and rates are noted below.

(ii) Infrastructural Assets

Infrastructural assets are the fixed utility systems. They include roads, footpaths, bridges, traffic signals, water, sewerage and drainage systems.

Infrastructural assets were valued as optimised depreciated replacement cost except for land under roads that was valued at 30 June 1992 by Quotable Value NZ at its rating value. Additions to Infrastructure Assets since valuation are recorded at cost.

Infrastructural assets are also depreciated and details of the depreciation methods and rates are noted below.

(iii) Restricted Assets

Restricted assets cannot be disposed of because of legal and other restrictions. They include:

- Land and buildings with restrictions on sale - eg, Reserves
- Trust Housing
- Library books - New Zealand Collection
- Properties held in trust for other organisations
- Works of Art

Restricted assets are not depreciated except for Trust Housing and Historic Buildings. These assets are valued on the same basis as Operational Assets.

(b) Depreciation

Depreciation is provided in respect of an operational or infrastructural asset. Depreciation is included in each cost of service statement and is an accounting method for writing off the cost of an asset over its estimated useful life. Where it is not shown as a line item it is disclosed by way of note.

(i) Operational Assets

Depreciation is on a straight line basis for all operational assets other than mobile plant. Mobile plant is depreciated on a diminishing value (DV) basis.

The following rates have been applied:

Buildings:

Plant	2.5% – 20%, 5 – 40 years
Fixtures	10% – 20%, 5 – 10 years
Property	1% – 20%, 5 – 100 years

Computers and associated equipment	25% – 4 years
Chattels	20% – 5 years
Library Books	10% – 33 ¹ / ₃ – 10 years

Mobile Plant:

Light Vehicles	20% DV	Trucks, Trailers, Buses	15% DV
Small Plant	50% DV	Medium Plant	33.3% DV
Heavy Plant	15% DV	Specialist Plant	7.5% DV

(ii) Infrastructural Assets

Expenditure on infrastructural asset replacement and renewal is capitalised. The expensing of these assets is by way of depreciation. This is calculated using the long run average renewals approach (LRARA). This approach has been used for the following assets:

Sewer, Stormwater and Water Systems and Associated Plant
 Water Meters
 Roading
 Street Lighting
 Traffic Signals
 Bridges
 Bus Shelters

(iii) Restricted Assets - The only restricted assets that are depreciated are:

Trust Housing	1% of valuation
Historic Buildings	1% of valuation

(iv) Assets under Construction

Assets under construction are not depreciated. The total cost of a project is transferred to the relevant asset class on its completion, and then depreciated.

(c) **Landfill Aftercare Costs**

As operator of the Burwood Landfill, the Council has a legal obligation to provide ongoing maintenance and monitoring services at the landfill after closure. To provide for the estimated cost of aftercare, a charge is made each year based on volumes processed through the landfill.

The estimated cost is calculated based on estimates of:

(i) Total current cost

This is defined as the amount that would be paid if all equipment, facilities and services included in the estimate were acquired during the current period. The estimate has been based on costs of closure of similar landfills by other local authorities.

(ii) Total capacity

The estimated length of time needed for post-closure care is 30 years.

The Council also has a legal obligation to provide ongoing maintenance and monitoring services for the closed landfill sites of the former amalgamating authorities. The estimated future costs to perform this obligation have been accrued and charged.

The calculations assume no change in the legislative requirements for closure and post-closure treatment.

(d) **Debt Servicing**

Significant Activities are charged a share of the Council's actual borrowing. These costs are apportioned on the book value of the Operational and Infrastructural Assets employed at 1 July 2002.

(e) **Goods and Services Tax (GST)**

GST has been excluded from all budgetary provisions except for rental housing, accounts receivable and accounts payable.

(f) **Cost Allocations**

The costs of all internal services are either charged directly to service delivery activities or allocated to them.

Where the user of the service can be identified the recovery is made by way of direct charge. This applies to services provided by City Solutions. Where this is not possible, the costs are allocated by way of corporate overhead.

The basis of the corporate overhead was subject to a major review and significant changes have been made. Labour related overheads (e.g. HR Costs, Health and Safety and Payroll administration costs) are now allocated out to all labour cost centres on the basis of total hours worked. This allocation totals approximately \$2.4M.

The non labour related overheads (Financial Services costs, Corporate Service costs, MIS costs and Corporate Office costs) are allocated out to all Service Delivery Outputs on the basis of gross cost less any internal recoveries. This allocation totals approximately \$7.1M.

63% of rate collection costs (\$1.25M) are allocated out to the Service Delivery outputs as part of the non labour related overheads.

The balance (37%) is allocated out to capital projects. The capital component of the rate collection allocation totals \$.76M

Debt servicing costs are allocated out separately using assets held as the allocation base.

(g) **Revenue recognition**

Rates revenue is recognised when levied. Water billing revenue is recognised on an accrual basis. Unbilled sales, as a result of unread meters at the year end, are accrued on an average basis. Transfund roading subsidies are recognised as revenue upon entitlement, that is, when the conditions related to eligible expenditure have been fulfilled. Other grants and bequests and assets vested in the Council, are recognised as revenue when control over the assets is obtained. Dividends are only recognised as income, net of imputation credits, when the dividends have been declared and have or are almost certain to receive the necessary shareholder approval.

(h) **Research and Development Costs**

Research and development costs are expensed in the period incurred. Development costs are deferred where it is probable that future benefits will exceed those costs. Deferred development costs are amortised over future periods in relation to expected future revenue.

(i) **Inventories**

Inventories are valued at the lower of cost and net realisable value. Cost is determined by FIFO or weighted average methods.

(j) **Investments**

Subsidiaries, except for Christchurch City Holdings Ltd (CCHL) associates and shares in the Local Government Insurance Corporation Limited and New Zealand Counties Investment Company Limited are valued by the share of equity as per the latest Statement of Financial Position. Shares in CCHL are valued at independent market valuation.

(k) **Donated Goods and Services**

The Council receives the benefits of many services provided by volunteers. These services are greatly valued. They are however, difficult to measure in monetary terms. From an accounting point of view these services are not considered material in relation to the Council's total expenditure.

Vested land is included at current value and Infrastructural Assets are included at the cost to the subdivider.

(l) **Leases**

(i) Finance Leases

These leases effectively transfer all the risks and benefits of ownership to the lessee. Finance Leases are included in liabilities at their current value.

Assets purchased under such leases are included in fixed assets and depreciated at usual rates.

(ii) Operating Leases

Under these leases, the lessor effectively retains all the risks and benefits of ownership. These lease payments are charged as expenses in the periods in which they are incurred.

(m) **Employment Entitlements**

Provision is made in respect of the Council's liability for gratuity allowances, and annual and long service leave. The liabilities for leave have been calculated on an actual entitlement basis at current rates of pay. The retiring gratuity liability has been assessed on an actuarial basis.

(n) **Third Party - Transfer Payment Agencies**

The Council collects monies for many organisations including Environment Canterbury, Building Industry Authority and others. Where collections are processed through the Council's books, any monies held are included in the Accounts Payable figure in the Statement of Financial Position.

(o) **Projected Cost of Service 2001/02 and 2002/03**

The projected cost of service for 2001/02 and 2002/03 relates only to operating expenditure. The projections do not include fixed asset purchases or capital expenditure on infrastructural assets. Details of these costs can be found under the Capital Expenditure Programme.

(p) **Comparative Figures**

Certain comparative figures have been restated to reflect changes in presentation.

(q) **Income Tax**

The income tax expense charged to the Statement of Financial Performance includes the expense and the income tax effects of timing differences. This has been calculated using the liability method.

(r) **Financial Instruments**

The Christchurch City Council is party to financial instrument arrangements as part of its everyday operations. These financial instruments include Banking Funds, Bank Deposits, Short Term Investments, Accounts Receivable, Sinking Fund Investments, Accounts Payable and Term Debt.

Revenues and expenses are recognised in the Statement of Financial Performance.

All financial instruments are recognised in the Statement of Financial Position, with the exception of Guarantees and Contingent Assets and Liabilities. Any income or expenditure arising from the exercising of a Guarantee, or upon a contingency becoming an actual asset or liability, will be recognised in the Statement of Financial Performance at the time of confirmation.

The following methods and assumptions were used to value each class of financial instrument:

- (i) Accounts Receivable and Long Term Receivable are recorded at estimated realisable value.
- (ii) Short Term Investments are valued at fair value.
- (iii) Investments in Government and Local Authority Stock are valued at cost with premiums paid or discounts taken on acquisition amortised over the life of the investment. Income is recognised on a yield to maturity basis.
- (iv) Share investments, gifted in trust, are valued at fair value.
- (v) Loans to various sporting and cultural organisations are recorded at fair value.
- (vi) All other financial instruments, including Cash and Bank balances, Accounts Payable and Term Debt are valued at fair value.

(s) **Investment and Development Property**

The Council has no properties purchased or acquired for the primary purpose of earning capital gains or rental income.

(t) Financial Reporting Standard No. 29 (FRS 29) Disclosures

In accordance with the Institute of Chartered Accountants of New Zealand Financial Reporting Standard 29, the following information is provided in respect of the Long Term Financial Strategy:

(i) Cautionary Note

The Long Term Financial Strategy and financial information is prospective. Actual results are likely to vary from the information presented, and the variations may be material.

(ii) Nature of Prospective Information

The financial information has been prepared on the basis of best estimate assumptions as to future events which the Council expects to take place.

The financial information presented consists of both forecasts and projections. The financials for 2002/03 are forecasts which reflect the most probable outcome. The financials for 2003/04 and subsequent years are projections. They are based upon varying assumptions about the conditions that might exist and possible courses of action.

(iii) Assumptions

The principal assumptions underlying the forecasts and projections are noted in the Long Term Financial Strategy Section of the Strategic Statement. These assumptions were valid as at 8 April 2002, the date the Draft Financial Plan and Programme was adopted.

(iv) Extent to which Prospective Information Incorporates Actual Results

Although the period covered by the Long Term Financial Strategy contains no actual operating results, some financial information has however been extrapolated from the Council's audited Financial Statements as at 30 June 2001.

(v) Purpose for which the Prospective Information is Prepared

The Long Term Financial Strategy is in accordance with the Local Government Amendment Act (No. 3) 1996. The purpose of this legislation is to promote prudent, effective, and efficient financial management by local authorities.

Changes in Accounting Policies

The only change relates to the corporate overhead allocation and the details of this change are noted under Specific Accounting Policies (f) Cost Allocations. All other policies have been applied on a basis consistent with those in previous years.

Policy Change Statement

Policy Change Statement

To meet the requirements of Sections S223(1)(a) and (b) and (3)(b) of the Local Government Amendment Act (No. 3) 1996, it is stated that at this time the Council and its related organisations will have similar policies and objectives in 2002/03 and 2003/04. Where relevant, significant changes between the policies, objectives and activities proposed for 2002/03 and those for 2003/04 are described.

CONTRA AGREEMENTS (1)

Unit	Company Name	Provision	Value (12 Months)	Details	Expiry Date
Geodata	Telecom (Connectel) Orion (Connetics) Rockgas Distributors Service Electrix Frank Millar Ltd Independent Line Services Design Net Ltd Telstra/Saturn	Service Facility Maps	\$5,000 (approx)	Free exchange of maps detailing underground lateral and reticulation services	By agreement. No fixed contract term.
City Streets	Adshel NZ Ltd	Adshel Bus Shelters	\$45,000	Full advertising rights (with CCC conditions as to content)	2023
Leisure					
	The George Hotel	Association with SummerTimes festival Mention in brochure Banner at events	\$5,000	Provision of accommodation and meals	
	TVNZ	Naming Rights for KidsFest festival	\$20,000	Television air time	
	Court Florist	Association with SummerTimes festival Mention in brochure	\$400	Provisional flowers for Candlelight Opera	
	Event Volunteers	Event experience	\$500	On site assistance with events	
	Lite FM	Logo in brochures/newspaper/ posters	\$70,000	Radio advertising	
	Croxley Ltd	Association with a KidsFest event	\$1,500	Crayola drawing products and prizes	

(1) The term 'contra' is used to cover any agreements for supply of services or goods to the Council in exchange for services or goods such as advertising, signage, etc.

THE CAPITAL ENDOWMENT FUND

Background

In April 2000, Orion New Zealand Limited, the Council's energy company (87.6% owned by the Council), sold its North Island gas network and related assets. The gross proceeds of the sale were \$550M and the net gain on sale was some \$187M.

The Council's share of the amount being returned to shareholders is \$175M. The Council resolved to apply \$100M of this to debt reduction and the balance of \$75M to be invested in a protected long term fund called the Capital Endowment Fund.

The Fund is ring-fenced from the Council's other funds in order to protect the capital and provide an ongoing income stream to be used for economic development and civic and community projects. In establishing the Fund the Council resolved:

- That up to 100% of the available income from the fund be allocated in year 1 and up to 75% be allocated for subsequent years.
- That the income from the fund be allocated each year in the following way:
Economic development - 70%; Civic and community projects 30%.
- That the above general categories be reviewed on a three yearly cycle.
- That if desired, funding for a particular category be carried forward to another year.
- That civic and community projects which have a cost of less than \$100,000 in any one year not be funded from the Capital Endowment Fund.
- That no single project be funded for more than three years, except in exceptional circumstances.
- That the capital of the fund will not be used unless 80% of the Councillors vote in favour.
- That a statement in the Council's funding policy and long term financial strategy will outline the structure and purpose of the fund.
- That the intention is to protect the capital and the process of applying the income to projects for the benefit of the community.
- That the Council will establish a practice of reporting on the fund in its Financial Plan and Annual Report as a separate activity each year including any significant variations to the policy.

Investment Objectives

The Council will invest the assets of the fund in a broad range of investments designed to achieve the following objectives:

1. Maintain the real value of the capital of the fund with regard to inflation.
2. Maximise the value of the fund and therefore the amount that can be distributed from the fund over the long term, subject to a prudent level of portfolio risk.
3. Maintain a degree of consistency in the amounts that can be withdrawn on an annual basis.

Investment Policies

The Investment Policies adopted by the Council to achieve the above objectives are:

1. Responsibilities under common law and statute must be met.
2. The inflation-adjusted capital of the fund shall not be withdrawn.
3. An appropriate level of portfolio risk will be determined and accepted by the Council in consultation with professional advisers.
4. An appropriate level of diversification across securities, sectors, asset classes and countries must be maintained.

1.1.56

5. The portfolio will accept risks in a prudent manner and investment risk will be minimised for the expected level of return.
6. The capital of the portfolio will be preserved on a quarterly basis by adjusting for changes in the Statistics New Zealand All Groups CPI.
7. An investment fluctuation reserve must be maintained to finance budgeted distributions from the fund.
8. Liquidity must be considered and maintained at an appropriate level.
9. The investment structure must be able to accommodate changes in the fund's requirements and the investment environment.
10. All aspects of the investment process and functions will be reviewed regularly. In particular:
 - The performance of investment managers will be monitored against benchmarks at least monthly, and against the performance of other investment managers at least quarterly.
 - Investment managers will be monitored on an ongoing basis with respect to their organisational structure, investment processes and personnel.
 - Investment policies and objectives, asset allocation strategy and overall investment management structure will be reviewed at least once every three years.

The Council has resolved that a target of up to 10% of the Fund should be invested in South Island owned or based companies consistent with prudent investment practice.

CAPITAL ENDOWMENT FUND - FUNDING ALLOCATIONS

	2002/03	2003/04	2004/05
	\$	\$	\$
Estimated Total Available Income From Fund	2,915,000	2,975,300	3,036,806
Less not to be allocated until later years (25%)		(743,825)	(759,202)

Total available for allocation this year	2,915,000	2,231,475	2,277,605
	=====		
Economic Development (70%)	2,040,500	1,562,033	1,594,323
Less already allocated:			
Central City Project Team	(100,000)		
Unspecified Economic Development	(1,765,500)		
Domestic Marketing Campaign	(175,000)		

Balance available for Economic Development Projects	0	1,562,033	1,594,323
	=====		
Civic and Community 30%	874,500	669,443	683,281
Less already allocated:			
Unspecified Community Projects*	(142,000)	(100,500)	
Special Character Area Precinct Upgrade	(200,000)	(200,000)	
Canterbury Museum Trust Board Building and Development Project Grant	(532,500)	(532,500)	(732,500)

Balance available for Civic and Community Projects	0	(163,558)	(49,219)
	=====		

*Unspecified provision for 2002/03 and 2003/04 to be accumulated and not specified out until at least 2004/05.

EQUAL EMPLOYMENT OPPORTUNITIES MANAGEMENT PLAN

Charter for Diversity (Incorporating EEO Policy)

(Reference to the Local Government Amendment Act No. 2, 1989 Section 119f and 119g).

Diversity

The Christchurch City Council is committed to a culture of diversity aimed at recognising, acknowledging, valuing, celebrating and utilising the diversity of people in our organisation and community.

Elements that contribute to diversity include: age, aspirations, class, and nationality or origin, gender, learning styles, personality, physical ability, language, professional experience, race, belief, sexual orientation, socio-economic backgrounds and work styles. Diversity includes all ways in which people differ.

Processes and procedures will be regularly reviewed in terms of method and output for recognising, acknowledging, valuing, celebrating, utilising, and benefiting from the variety of backgrounds of people employed in such a way as to add value to the work of the Council.

Our organisational culture Giving Value – Being Valued is the written statement of the way we aim to do things and the way we work together which promotes, values and advances diversity within the organisation.

Principles of Diversity

Christchurch City Council Charter for Diversity establishes the principles of our understanding and approach to diversity in the organisation as follows:

1. All of us in Christchurch City Council should have an equal opportunity to contribute to, and participate in, the objectives of the Council's work.
2. Each of us in teams and units should respect and accommodate the diversity, culture, language and religion of each other within the organisation.
3. Each of us has the opportunity to realise the full potential of our own individual development in the context of the Council's activities through participation and contribution to the Council's services to the community.
4. Individuals, teams and units should recognise the diversity of our people as a valuable resource and utilise and promote it to maximise our contribution to the people and community of Christchurch.

Diversity and Good Management

Managing for diversity requires a focus on three broad areas.

- Valuing diversity
- Employment equity
- Good management practice

Valuing Diversity

Valuing diversity means promoting and utilising the advantages and benefits of difference within the workforce.

The outcomes of valuing diversity include improved: team work, individual performance, customer service, customer relations, staff relations and the reduction of conflict.

People and organisations who value diversity are interested in identifying and overcoming barriers that prevent effective interaction between people.

Employment Equity

Employment equity means recognising, supporting and promoting the right of all people to have genuine access to all levels and types of employment and development in our organisation. It also recognises that our aim is to make decisions in our workplace which will be fair and equitable.

Good Management Practice

Good management practice encourages, emphasises and acknowledges the benefits of diversity within the workforce.

Managers, teams and people who operate effectively do so by implementing strategies for the utilisation of diversity.

We all need to be prepared to embrace diversity and accept change as a norm in order to realise the full potential of diversity for our future.

Equal Employment Opportunity (EEO)

Effective diversity management practice is fundamental to achieving EEO outcomes for people at work. EEO objectives should include:

1. A level of cultural diversity in our organisation that reflects the cultural diversity of our community.
2. Promoting ethnic diversity within the Christchurch City Council reflecting the ethnic diversity of our community.
3. Providing equal access to information for all people including promotional opportunities, job related benefits, training and development opportunities.
4. Workplaces free of discrimination and harassment.
5. Aiming for all our people to have the necessary communication and management skills to work in culturally diverse environments.

2.2.0

*BUDGET TABLES
AND FINANCIAL MODEL*

TABLE I RATEPAYERS CURRENT ACCOUNT

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
NET EXPENDITURE		
Total Net Cost For Council Functions - See Table II (Note 1)	9,507,913	142,321,691
Infrastructural Assets - See Table II	55,505,827	62,793,820
Fixed Assets - See Table II	2,901,866	44,187,939
Restricted Assets - See Table II	8,030,823	6,402,562
Appropriations to Reserves - See Table VI	82,789,336	4,082,597
Corporate Financing Costs - See Table V	(48,390,487)	(47,712,415)
Loan to Jade Stadium Ltd	22,407,000	0
	-----	-----
NET EXPENDITURE REQUIRING FUNDING	132,752,278	212,076,194
SOURCES OF FINANCE		
Corporate Finance - For Loan Repayment -See Table VII	(16,664)	0
Jade Stadium Ltd Loan Repayment	(1,500,000)	(1,500,000)
Draw Down from Reserves - See Table VI	(12,382,497)	(9,339,860)
Loans Raised (New Works)	(23,878,000)	(850,000)
less Capital from CCHL for Debt Repayment	0	0
Surplus Capital to Reserve for investment	43,713,658	(53,677,375)
Penalties on Late Rating Payments	(1,111,112)	(1,400,000)
	-----	-----
TOTAL CORPORATE FUNDING	4,825,385	(66,767,235)
	-----	-----
TOTAL NET REQUIREMENT FROM RATES	137,577,663	145,308,960
GST ON RATES @ 12.5%	17,197,208	18,163,620
	-----	-----
RATES REQUIREMENT	154,774,871	163,472,580
	=====	=====
Plus Provision for increased revenue from capital value increase in 2001/2002	3,093,750	

	157,868,621	
	=====	
PERCENTAGE CHANGE FOR 2002/2003		3.55%

(Note 1 Includes a special dividend of \$128M in 2001/02 from CCHL, these are part of the \$175m Capital return from Orion. \$100 m of these funds have been put into a Debt Repayment reserve and \$75m into a Capital Endowment Fund of which the majority of interest earnings are available for Economic Development, Civic and Community projects.)

TABLE II MASTER SUMMARY

GROSS ESTIMATED EXPENDITURE AND REVENUE 2002/2003

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
	EXPENDITURE:			REVENUE:						
	DIRECT COSTS	OVERHEAD/ RENT/DEPN/ Landfill A/Care Prov.	TOTAL COSTS	EXTERNAL REVENUE	INTERNAL O/HEADS/RENTS & CHARGES	TOTAL REVENUE	NET COST	DEBT SERVICING	COST OF SERVICE	INFRASTRUCTURAL RESTRICTED & FIXED ASSETS
A. FUNDED FROM RATES:										
Public Accountability	3,696,235	4,707,258	8,403,493	0	-25,000	-25,000	8,378,493	10	8,378,493	14,500
Corporate Revenues, Expenses & Grants	11,648,537	4,763,359	16,411,896	-44,812,019	-1,553,763	-46,365,782	-29,953,886	3,557,800	-29,953,886	3,764,555
Project Funding	0	0	0	0	0	0	0	0	0	0
Unspecified Operating Provision	0	0	0	0	0	0	0	0	0	0
Unspecified Capital Carryforwards	0	0	0	0	0	0	0	0	0	-6,000,000
Unspecified Capital Provision	0	0	0	0	0	0	0	0	0	0
	<u>15,344,772</u>	<u>9,470,617</u>	<u>24,815,388</u>	<u>-44,812,019</u>	<u>-1,578,763</u>	<u>-46,390,782</u>	<u>-21,575,394</u>	<u>3,557,810</u>	<u>-21,575,394</u>	<u>-2,220,945</u>
City Managers Office	376,535	22,720	399,255	0	-399,255	-399,255	0	0	0	2,500
Operations Section Corporate Office	5,113,466	414,355	5,527,821	-229,854	-3,461,326	-3,691,180	1,836,642	0	1,836,642	19,500
Policy Section Corporate Office	6,347,847	679,334	7,027,181	-30,000	-523,401	-553,401	6,473,780	0	6,473,780	410,000
Finance Section Corporate Office	689,707	30,621	720,328	-387,775	-332,553	-720,328	0	0	0	2,000
Human Resources Section Corporate Office	854,123	166,760	1,020,883	0	-1,020,883	-1,020,883	0	6,733	0	7,500
Business Projects Section Corporate Office	243,748	31,054	274,802	0	-274,802	-274,802	0	0	0	2,500
Information Section Corporate Office	5,852,684	1,966,797	7,819,480	-273,000	-5,979,498	-6,252,498	1,566,982	7,972	1,566,982	817,457
Legal Services	822,134	47,254	869,388	0	-869,388	-869,388	0	0	0	2,500
Corporate Services	5,918,383	1,672,683	7,591,066	-842,731	-6,759,512	-7,602,243	-11,177	1,012	-11,177	1,168,364
	<u>26,218,627</u>	<u>5,031,579</u>	<u>31,250,206</u>	<u>-1,763,359</u>	<u>-19,620,619</u>	<u>-21,383,978</u>	<u>9,866,227</u>	<u>15,717</u>	<u>9,866,227</u>	<u>2,432,321</u>
Financial Services	5,832,617	1,214,095	7,046,712	-721,504	-5,914,630	-6,636,134	410,577	0	410,577	17,000
	<u>5,832,617</u>	<u>1,214,095</u>	<u>7,046,712</u>	<u>-721,504</u>	<u>-5,914,630</u>	<u>-6,636,134</u>	<u>410,577</u>	<u>0</u>	<u>410,577</u>	<u>17,000</u>

TABLE II MASTER SUMMARY

GROSS ESTIMATED EXPENDITURE AND REVENUE 2002/2003

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
	EXPENDITURE:			REVENUE:						
	DIRECT	OVERHEAD/	TOTAL	EXTERNAL	INTERNAL	TOTAL	NET	DEBT	COST	INFRASTRUCTURAL
	COSTS	RENT/DEPN/ Landfill A/Care Prov.	COSTS	REVENUE	O/HEADS/RENTS & CHARGES	REVENUE	COST	SERVICING	OF SERVICE	RESTRICTED & FIXED ASSETS
A. FUNDED FROM RATES:										
Community Relations	11,178,592	3,069,461	14,248,053	-1,204,777	-2,437,117	-3,641,894	10,606,159	315	10,606,159	195,600
	11,178,592	3,069,461	14,248,053	-1,204,777	-2,437,117	-3,641,894	10,606,159	315	10,606,159	195,600
City Solutions	8,729,661	776,657	9,506,318	-410,000	-9,170,118	-9,580,118	-73,800	0	-73,800	102,500
Environmental Services	13,403,728	1,840,939	15,244,667	-8,180,050	-237,266	-8,417,316	6,827,351	272	6,827,351	38,500
Employment & Economic Development	6,597,680	203,656	6,801,336	-0	-0	-0	6,801,336	0	6,801,336	0
Management Information Services	4,524,129	1,141,140	5,665,270	0	-5,665,270	-5,665,270	0	462	0	900,000
	33,255,198	3,962,392	37,217,591	-8,590,050	-15,072,653	-23,662,703	13,554,888	734	13,554,888	1,041,000
Libraries & Information Sevices	15,653,063	8,130,920	23,783,983	-1,493,700	-1,359,501	-2,853,201	20,930,783	4,238	20,930,783	4,815,000
Art Gallery	4,400,137	1,048,065	5,448,202	-373,531	-75,000	-448,531	4,999,671	775	4,999,671	570,400
Convention & Entertainment Ctres	0	3,304,259	3,304,259	-100,000	0	-100,000	3,204,259	2,568,062	3,204,259	430,000
Leisure	17,081,419	3,849,761	20,931,180	-7,315,485	-384,825	-7,700,310	13,230,870	21,928	13,230,870	1,440,500
Car Parking	6,061,825	4,253,921	10,315,746	-11,701,600	-390,500	-12,092,100	-1,776,354	1,157	-1,776,354	387,600
Property Management	1,183,032	279,398	1,462,430	-97,500	-869,000	-966,500	495,930	100	495,930	-9,500
Housing Management	1,201,984	131,192	1,333,176	0	-1,333,176	-1,333,176	0	0	0	4,200
General Housing	56,714	6,025	62,739	-34,800	0	-34,800	27,939	0	27,939	0
Property - Asset Management	6,215,861	5,265,497	11,481,358	-1,930,945	-15,960,846	-17,891,791	-6,410,432	37,242	-6,410,432	26,990,040
	51,854,035	26,269,038	78,123,073	-23,047,561	-20,372,847	-43,420,408	34,702,665	2,633,502	34,702,665	34,628,240

TABLE II MASTER SUMMARY

GROSS ESTIMATED EXPENDITURE AND REVENUE 2002/2003

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
	EXPENDITURE:			REVENUE:						
	DIRECT COSTS	OVERHEAD/RENT/DEPN/Landfill A/Care Prov.	TOTAL COSTS	EXTERNAL REVENUE	INTERNAL O/HEADS/RENTS & CHARGES	TOTAL REVENUE	NET COST	DEBT SERVICING	COST OF SERVICE	INFRASTRUCTURAL RESTRICTED & FIXED ASSETS
A. FUNDED FROM RATES:										
City Water & Waste	40,299,178	14,933,594	55,232,772	-22,174,293	-4,421,844	-26,596,137	28,636,635	148,550	28,636,635	24,882,420
Parks & Wetlands	27,759,976	4,777,653	32,537,629	-2,357,778	-1,490,498	-3,848,276	28,689,353	111,830	28,689,353	14,998,417
City Streets	25,019,330	26,887,484	51,906,813	-14,448,733	-27,500	-14,476,233	37,430,581	538,774	37,430,581	37,410,269
	93,078,484	46,598,730	139,677,214	-38,980,804	-5,939,842	-44,920,646	94,756,568	799,154	94,756,568	77,291,105
TOTAL NET COST - RATING ACCOUNTS	236,762,325	95,615,913	332,378,237	-119,120,075	-70,936,471	-190,056,546	142,321,691	7,007,232	142,321,691	113,384,321
Depreciation Add back		54,298,328								
Landfill Aftercare Provision Add back		721,500								
B. SEPARATELY FUNDED ACCOUNTS:										
Dog Control	1,227,725	370,304	1,598,029	-1,479,431	-2,000	-1,481,431	116,598	0	116,598	0
EPH Housing	4,108,845	627,423	4,736,268	-6,430,800	0	-6,430,800	-1,694,532	0	-1,694,532	1,498,300
Public Rental Housing	1,636,845	274,413	1,911,258	-2,908,800	0	-2,908,800	-997,542	0	-997,542	550,000
Trust Housing	32,107	8,620	40,727	-82,000	0	-82,000	-41,273	0	-41,273	0
Owner /Occupier Housing	32,728	0	32,728	-31,200	0	-31,200	1,528	0	1,528	0
Tenancy Services/Welfare/Policy Advice	132,500	1,622,295	1,754,795	-4,000	-1,039,494	-1,043,494	711,301	0	711,301	0
TOTAL NET COST - SEPARATELY FUNDED ACCOUNTS	7,170,750	2,903,055	10,073,805	-10,936,231	-1,041,494	-11,977,725	-1,903,920	0	-1,903,920	2,048,300
GRAND TOTAL	243,933,074	98,518,968	342,452,042	-130,056,306	-71,977,965	-202,034,271	140,417,771	7,007,232	140,417,771	115,432,621

TABLE III CORPORATE EXPENSES AND REVENUES

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT: COMMUNITY FACILITIES AND SERVICES		
Museum Trust Board Levy	2,639,350	2,955,834
Museum Trust Board ex-Gratia Payment	515,887	515,887
Museum Trust Board Building & Development Project Grant (*2)	1,250,000	1,532,500
Riccarton Bush Trust Levy	108,310	108,310
Riccarton Bush Trust Operating Grant	49,865	65,778
Riccarton Bush Trust Capital Grant	50,000	50,000
Lyttelton Marina - Public Facilities & Breakwater	150,000	0
Subvention Payment (Travis Finance Ltd)	750,000	548,000
Interest Expense (re: Travis Finance Lid)		481,000
Interest Expense (re: Jade Stadium Funding)	2,817,500	3,076,800
Alloc O/Head - Corporate Overhead	0	291,525
OUTPUT: CORPORATE DEVELOPMENT		
Professional Fees	335,000	340,000
Professional Fees / Depreciation	40,000	0
Trading Activities Professional Advice	50,000	50,000
Organisational Development	270,000	270,000
Efficiency Reviews (*1)	250,000	170,000
Change Management Process (*1)	100,000	0
Inflation Contingency	300,000	300,000
Project Contingencies	220,000	225,000
ACC Contingency	40,000	0
Energy Efficiency Projects	300,000	300,000
Depreciation of Rates Capitalisation Costs		19,114
OUTPUT: EMERGENCY SERVICES		
Civil Defence (includes CRC Levy)	794,675	764,517
Rural Fire Fighting	366,407	415,429
OUTPUT: GRANTS TO COMMUNITY		
As per Schedule of Grants (Table IV)	3,480,959	3,382,203
TOTAL CORPORATE EXPENSES	<u>14,877,952</u>	<u>15,861,896</u>

TABLE III CORPORATE EXPENSES AND REVENUES

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
OUTPUT: CORPORATE REVENUES		
Petroleum Tax	2,020,000	2,000,000
Dividends and Interest from CCHL	30,600,000	28,900,000
Dividends from CCHL (Special)	128,000,000	0
Local Government Insurance Corporation Dividend	25,000	0
Interest on Investments	6,507,763	5,302,719
Interest on Investments - Capital Endowment Fund	3,437,500	4,422,500
Interest on Investments - Internal Financing (Housing)	641,706	602,876
Travis Finance Ltd Interest	720,000	518,000
Jade Stadium Ltd Interest	2,857,750	3,118,800
Internal Rates on CCC Housing	678,846	550,887
ACC Corporate Recovery	430,000	400,000
	-----	-----
TOTAL CORPORATE REVENUES	<u>175,918,565</u>	<u>45,815,782</u>
NET BENEFIT TO RATEPAYERS (To Table II)	<u><u>(161,040,613)</u></u>	<u><u>(29,953,886)</u></u>
CORPORATE CAPITAL EXPENDITURE		
Lyttelton Boating Facilities - Access/Breakwater provision	0	1,000,000
Capital Contingency Provision	0	2,000,000
Capital Financing Costs (Rates)	0	764,555
CORPORATE CAPITAL REVENUE		
Sale of Selwyn Plantation Board Ltd to Christchurch City Holdings Ltd	(35,000,000)	0
Sale of City Care Ltd to Christchurch City Holdings Ltd	(12,000,000)	0

(*1) Funded from Corporate Restructuring Reserve

(*2) Partially funded from Interest on Capital Endowment Fund - 2001/02 \$250,000 , 2002/03 \$532,500

TABLE IV GRANTS TO COMMUNITY ORGANISATIONS

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : COMMUNITY SERVICES		
Provision to Subsidise Mayors Welfare Fund	245,000	175,000
Community Development Fund	421,000	432,000
Floyd's Creative Workshop	10,000	10,000
Christchurch Safer Community Council	40,000	40,000
Odyssey House	14,000	14,000
Council of Social Services	20,000	20,000
Christchurch Citizens Advice Bureau	30,000	30,000
Kingdom Resources Trust	30,000	30,000
Christchurch City Mission	40,000	40,000
Christchurch East School	12,000	12,200
Canterbury Volunteer Centre	15,000	15,000
Adult Reading Assistance Scheme	15,000	15,000
Cardiothoracic Intensive Care Unit	20,000	
Newell House	15,000	15,000
Cholmondeley Children's Home	20,000	20,000
(1) Te Runanga O Nga Maata Waka	45,000	40,000
(2) Wai Ora Trust	30,000	30,000
The Rannerdale Trust	100,000	
(3) Rewi Alley Chinese School	14,300	34,100
Cotswold Pre School	20,000	
Beneficiaries Advisory Service	17,000	17,000
Tennants Protection Association	10,000	10,000
Solo Women as Parents	10,000	10,000
Refugee and Migrant Centre	7,500	10,000
Assembly of People with Disabilities	5,000	10,000
Aranui Primary School (Hall Project)	30,000	
(4) Home Made Partnerships Trust (Supergrans)		25,000
(5) Hohepa Canterbury Womens Centre		25,000 10,000
(6) The Champion Centre Canterbury Neighbourhood Support		40,000 20,000
(7) Asian Youth Trust Restorative Justice Service		25,000 15,000
(8) Youthline Centre South Island		25,000
	----- 1,235,800	1,214,300

TABLE IV GRANTS TO COMMUNITY ORGANISATIONS

	2001/2002	2002/2003
	BUDGET	BUDGET
	\$	\$
OUTPUT : ECONOMIC DEVELOPMENT AND EMPLOYMENT		
Events Seeding Grants	210,000	160,000
Orana Park	162,000	150,000
Science Alive	242,000	225,000
Christchurch Christmas Parade Trust	26,500	40,000
NZ Conservation Trust	10,000	20,000
(9) Conference and Similar Events bridging	150,000	0
(10) Birdlands Sanctuary Trust	30,000	30,000
	-----	-----
	830,500	625,000
OUTPUT : ARTS & HERITAGE		
Community Arts Council (Admin Support)	6,500	6,500
Creative Communities	200,000	200,000
(11) National Marae	73,000	65,000
Ferrymead Trust	155,000	155,000
Christchurch Symphony Orchestra	270,000	290,000
Canterbury Opera	62,000	62,000
Music Centre of Christchurch	45,000	45,000
Court Theatre	55,000	55,000
Christchurch City Choir	35,000	35,000
Orchestra Users Group	50,000	60,000
High St Project	15,000	
Tramway Historical Society Inc	10,000	10,000
Arts Centre	10,000	10,000
Theatre Royal	40,000	55,000
Christchurch Civic Music Council	5,000	5,000
Christchurch Drama Centre	14,000	14,000
Artist in Residence		10,000
	-----	-----
	1,045,500	1,077,500

TABLE IV GRANTS TO COMMUNITY ORGANISATIONS

	2001/2002	2002/2003
	BUDGET	BUDGET
	\$	\$
OUTPUT : RECREATION & SPORT		
Hillary Commision Community Sport Fund	375,000	350,000
Canterbury Surf Life Saving Association	100,900	117,800
Ruapuna Development	40,000	40,000
Canterbury Lawn Tennis Association	75,000	75,000
(12) Parafed Canterbury	20,000	18,000
Victory Park Board	52,000	
Table Tennis Canterbury	40,000	26,500
(13) Sumner Lifeboat Institution	6,650	32,825
(14) Crighton Cobbers	10,000	10,000
Canterbury Gymsports Incorporated		10,000
	-----	-----
	719,550	680,125
OUTPUT :ENVIRONMENT & PARKS		
Christchurch Beautifying Association	23,000	25,000
Orton Bradley Park	30,000	30,000
Summit Road Society	18,000	20,000
Port Hills Parks Trust Board	15,000	20,000
Canterbury Horticultural Society		3,000
	-----	-----
	86,000	98,000

TABLE IV GRANTS TO COMMUNITY ORGANISATIONS

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : CORPORATE SERVICES		
Management Reviews	15,000	15,000
Centre for Advanced Engineering	10,000	
Allocated Costs Leisure Unit	113,609	116,609
Alloc O/Head - Corporate Overhead		105,669
	-----	-----
	138,609	237,278
	-----	-----
TOTAL COST GRANTS	4,055,959	3,932,203
REVENUE		
Hillary Commission Subsidy	375,000	350,000
Arts Council	200,000	200,000
	-----	-----
	575,000	550,000
	-----	-----
NET COST GRANTS (To Table III)	3,480,959	3,382,203
	=====	=====
FINANCING TRANSFERS		
- TRANSFER TO SPECIAL FUNDS (FROM RATES)		
(9) Conferences & Similar Events Bridging Loan Fund		150,000
	-----	-----
TOTAL FINANCING TRANSFERS	0	150,000
	-----	-----
TOTAL NET COST INCLUDING FINANCING TRANSFERS	3,480,959	3,532,203
	=====	=====

Notes:

The following future commitments have been made

- (1) Te Runanga O Nga Maata Waka 2002/03 \$40,000 Year one of a three year commitment
- (2) Wai Ora Trust 2002/03 \$30,000, Year one of a three year commitment
- (3) Rewi Alley Chinese School, 2002/03 \$14,300, year two of a five year commitment to repay loan and interest
- (4) Home Made Partnerships, 2002/03 \$25,000, Year one of a three year commitment
- (5) Hohepa Canterbury 2002/03 \$25,000, Year one of a two year commitment
- (6) The Champion Centre, 2002/03 \$40,000, Year one of a three year commitment
- (7) Asian Youth Trust 2002/03 \$25,000 Year one of a three year commitment
- (8) Youthline Central South Island, 2002/03 \$25,000, Year one of a three year commitment
- (9) Conference and Similar events Bridging Loan fund, 2002/03 \$150,000, Year three of four to establish this fund
- (10) Birdlands Sanctuary Trust 2002/03 \$30,000, Year two of a three year commitment
- (11) National Marae, 2002/03 \$60,000, Year two of a three year commitment
- (12) Parafed Canterbury 2002/03 \$18,000, Year one of a three year commitment
- (13) Summer Lifeboat Institution 2002/03 \$25,000, Year one of a two year commitment.Plus \$7,825 ongoing inflation adjusted support
- (14) Crichton Cobbers Youth Club 2002/03 \$10,000, Year two of a three year commitment

TABLE V CORPORATE FINANCING COSTS

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
INTEREST ON LOANS		
Interest on Loans from Rates -Existing Debt	3,029,613	6,984,187
Interest on Renewal Loans to Raise 2001/2002		
Interest on Loans Proposed Borrowings 2002/2003	46,015	23,044
Interest on Renewal Loans to Raise (Excluding JSL & Travis) 2002/2003	1,747,428	(3,557,800)
Interest on Defeased Loans	35,793	12,546
Sinking Fund Withdrawal for Defeased Loans	(35,793)	(12,546)
	-----	-----
Sub Total	4,823,055	3,449,431
Interest on Jade Stadium Borrowings	2,817,500	3,076,800
Interest on Travis Finance Ltd Borrowings		481,000
	-----	-----
TOTAL LOAN SERVICING	7,640,555	7,007,231
LOAN PRINCIPAL MOVEMENTS		
Loans Repaid - Works Dev Loans	50,197,914	11,500,000
Loans Repaid - Defeased Loans	249,500	82,322
Renewal Loans Raised	(42,681,250)	0
Sinking Fund Instalments made	2,128,500	1,603,086
Sinking Fund Withdrawals - Renewals	(839,104)	(1,708,276)
Sinking Fund Withdrawals - Defeased Loans	(249,500)	(82,322)
Loan Repayment Reserve Contributions - CCC Debt		604,328
Loan Repayment Reserve Contributions - CCHL Debt		3,600,000
Loan Repayment Reserve - Renewals		0
Debt Repayment Reserve - Renewal Loan Funding	(5,160,896)	(8,291,724)
	-----	-----
TOTAL LOAN SERVICING	11,285,719	14,314,645
	-----	-----
Add Back		
- Depreciation (Rating Activities Only)	(51,290,151)	(54,298,328)
- Debt Servicing (Rating Activities Only)	(4,823,055)	(3,449,432)
- Debt Servicing (JSL Loans)	(2,817,500)	(3,076,800)
- Debt Servicing (Travis Finance Ltd Loans)		(481,000)
- Provision for Landfill After Care Liability	(745,500)	(721,500)
	-----	-----
	(59,676,206)	(62,027,060)
	-----	-----
NET BENEFIT - CORPORATE FINANCING	(48,390,487)	(47,712,415)
(to Table I)	=====	=====

TABLE VI FINANCING TRANSFERS

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
TRANSFERS FROM RESERVE AND OTHER FUNDS		
Cash In Lieu - CCC Parks	(3,590,700)	(3,727,732)
Historic Places Fund	(300,000)	(300,000)
Non Conforming Uses Fund	(150,000)	(150,000)
Parking - General	(30,161)	0
Plant Renewal Fund	(1,330,736)	(1,428,128)
Restructuring Reserve	(410,000)	(170,000)
Water Supply Upgrading Reserve	(350,000)	(350,000)
Stirrat Bequest (Trust A/c - Art Gallery)	(14,000)	(14,000)
Molly Morpeth Canady Trust	(6,900)	0
Christchurch Art Gallery Fund	(6,200,000)	0
Income Equalisation Fund		(3,200,000)
	-----	-----
TOTAL TRANSFERS FROM RESERVES (To Table I)	(12,382,497)	(9,339,860)
	=====	=====
TRANSFERS TO FUNDS		
Emergency Capital Fund	3,235,100	0
Capital Endowment Fund	76,125,000	1,507,500
Historic Places Fund	300,000	300,000
Non Conforming Uses Fund	150,000	150,000
Water Upgrading Reserve	500,000	550,000
Kilmore St Carpark Depreciation Reserve Fund	3,000	3,000
Plant Renewal Fund	1,060,714	21,333
Plant Renewal Fund (Sale of Plant)	270,022	279,264
Burwood Landfill Stage 2C Aftercare Fund	745,500	721,500
Accident Insurance Reserve Fund	400,000	400,000
Conferences & Similar Bridging Loan Fund		150,000
	-----	-----
TOTAL TRANSFERS TO FUNDS (To Table I)	82,789,336	4,082,597
	=====	=====
NET FINANCING TRANSFERS	70,406,839	(5,257,263)
	=====	=====

TABLE VII PUBLIC DEBT SUMMARY 2002/2003

			RATE FINANCED	DEFEASED LOANS	SEPARATELY FUNDED	TOTAL
			\$	\$	\$	\$
<u>EXTERNAL DEBT LIABILITIES</u>						
Balance Outstanding - 1 July 2002:						
Existing Council Loans	1 July 2002	maturities 1 - 18 years	101,820,700	218,142	1,755,317	103,794,159
2000/2001 Capital Expenditure C/Fwd - Balat	2001/2002		0			0
			101,820,700	218,142	1,755,317	103,794,159
Plus Borrowings 2002/2003:						
New Borrowing Required (refer Financial Mo	2002/2003	maturities 5 - 7 years	850,000			850,000
Renewal Loans	2002/2003		0		0	0
Total Loans before Repayments			102,670,700	218,142	1,755,317	104,644,159
Less Repayments during 2002/2003:						
Loan Repayments			11,500,000	82,322	140,513	11,722,835
Estimated Total Council Loans - 30 June 2003			91,170,700	135,820	1,614,804	92,921,324
GROSS PUBLIC DEBT ESTIMATED - 30 JUNE 2003			91,170,700	135,820	1,614,804	92,921,324
GROSS PUBLIC DEBT ESTIMATED - 1 JULY 2002			101,820,700	218,142	1,755,317	103,794,159
INCREASE (DECREASE) - 2002/2003			(10,650,000)	(82,322)	(140,513)	(10,872,835)
<u>MATURITY PROFILE INCLUDING CURRENT YEAR REPAYMENTS</u>						
Maturities During 2002/2003						
• Works Development loans			10,000,000	82,322		10,082,322
• Jade Stadium Development loan			1,500,000			1,500,000
• Housing table loans					140,513	140,513
Total Maturing 2002/2003			11,500,000	82,322	140,513	11,722,835
Total Maturing 2003/2004			23,142,200	39,000	844,473	24,025,673
Total Maturing 2004/2005			1,500,000	75,000	300,573	1,875,573
Total Maturing 2005/2006			1,500,000	21,820	114,984	1,636,804
Total Maturing Later			64,178,500	0	354,775	64,533,275
Total Council Loans (Estimated 1 July 2002)			101,820,700	218,142	1,755,317	103,794,159
2000/2001 Capital Expenditure C/Fwd - Balance to raise		Total Maturing Later	0			0
Proposed 2002/2003 Renewal Loan Borrowings		Total Maturing Later	0	0	0	0
Proposed 2002/2003 New Works Borrowings		Total Maturing Later	850,000	0	0	850,000
Less Maturities 2002/2003			-11,500,000	-82,322	-140,513	-11,722,835
Total Council Loans (Estimated 30 June 2003)			91,170,700	135,820	1,614,804	92,921,324
TOTAL MATURITIES DURING 2002/2003			11,500,000	82,322	140,513	11,722,835
FINANCED BY:						
Renewal Loans to Raise			0		0	0
Debt Repayment Reserve Drawings			8,291,724			8,291,724
Loan Repayment Reserve Drawings			0			0
Sinking Funds Withdrawn			1,708,276	82,322	0	1,790,598
Table Loans Principal from Housing Funds					140,513	140,513
Repayments by Borrowers	Jade Stadium Ltd		1,500,000			1,500,000
Corporate Financing			0			0
Total Financing - Maturing Loans			11,500,000	82,322	140,513	11,722,835

TABLE VII PUBLIC DEBT SUMMARY 2002/2003

			RATE FINANCED	DEFEASED LOANS	SEPARATELY FUNDED	TOTAL
			\$	\$	\$	\$
<u>ESTIMATED SERVICING COSTS ON COUNCIL LOANS DURING 2002/2003</u>						
Interest Expense from Rates:						
Existing Council Loans (1 July 2002)	Stock Loans (incl Jade Stadium loan)		6,984,187	12,546		6,996,733
C/Fwd Capex 2000/2001 - Balance to raise	Stock Loans	5.25%	0			0
Proposed Renewal Loan Borrowings	Stock Loans	5.25%	0			0
Proposed New Works Borrowings	Stock Loans		23,044			23,044
Total Interest - Rates Funded Loans			7,007,231	12,546	0	7,019,777
Interest Expense from Separate Funds:						
BIPP Loan	Stock Loans				47,357	47,357
Housing Loans	Table Loans				52,695	52,695
Total Interest - Seperate Loans					100,052	100,052
Total Interest Expense All Loans	2002/2003		7,007,231	12,546	100,052	7,119,830
<u>Less</u> CCC Interest Recovery from Jade Stadium Ltd (Refer Corporate Revenues)			-3,076,800			-3,076,800
<u>Less</u> CCC Interest Recovery from Travis Finance Ltd (Refer Corporate Revenues)			-481,000			-481,000
<u>Less</u> Other Interest Recoveries (External BIPP users, Defeased loans)				-12,546	-47,357	-59,903
Total Interest Recoveries			-3,557,800	-12,546	-47,357	-3,617,703
NET INTEREST EXPENSE TO COUNCIL 2002/2003 (To Table V)			3,449,431	0	52,695	3,502,127
Contributions to Loan Principal Repayment Provisions						
Sinking Fund Instalments			1,603,086		27,655	1,630,741
Loan Repayment Reserve Instalments	for CCC existing debt		604,328			604,328
Loan Repayment Reserve Instalments	for CCHL debt		3,600,000			3,600,000
Total Loan Principal Repayment Provisions			5,807,414	0	27,655	5,835,069
NET LOAN SERVICING COSTS TO COUNCIL 2002/2003			9,256,845	0	80,350	9,337,195

TABLE VII PUBLIC DEBT SUMMARY 2002/2003

			RATE FINANCED	DEFEASED LOANS	SEPARATELY FUNDED	TOTAL
			\$	\$	\$	\$
<u>RESERVE FUNDS AVAILABLE for FUTURE LOAN REDEMPTIONS</u>						
Debt Repayment Reserve						
Balance Debt Repayment Reserve	1 July 2002	Estimate	88,683,360			88,683,360
Repayments from Housing Development Fund	2002/2003		477,386			477,386
Drawings - Renewal Loan Funding	2002/2003		-8,291,724			-8,291,724
Drawings - Capex Funding & Other Movemen	2002/2003	For CCC Capex	-53,677,375			-53,677,375
Estimated Balance Debt Repayment Reserve 30 June 2003			<u>27,191,647</u>			<u>27,191,647</u>
Loan Repayment Reserve						
Balance Loan Repayment Reserve	1 July 2002	Estimate	7,075,000			7,075,000
Contribution to Loan Repayment Reserve	2002/2003	for CCC existing debt	604,328			604,328
Contribution to Loan Repayment Reserve	2002/2003	for CCHL debt	3,600,000			3,600,000
Earnings Accruing to Loan Repayment Reserv	2002/2003	5.25%	379,369			379,369
Drawings from Loan Repayment Reserve	2002/2003		0			0
Estimated Balance Loan Repayment Reserve 30 June 2003			<u>11,658,697</u>			<u>11,658,697</u>
Sinking Funds						
Balance Sinking Funds	1 July 2002	Estimate	5,722,510	1,614,198	61,303	7,398,012
Contribution to Sinking Funds	2002/2003		1,603,086	0	27,655	1,630,741
Earnings Accruing to Sinking Funds	2002/2003		321,472	78,965	3,581	404,019
Drawings from Sinking Funds	2002/2003	Principal	-1,708,276	-82,322	0	-1,790,598
Drawings from Sinking Funds	2002/2003	Interest		-12,546		-12,546
Estimated Balance Sinking Funds 30 June 2003			<u>5,938,792</u>	<u>1,598,295</u>	<u>92,539</u>	<u>7,629,627</u>
TERM PUBLIC DEBT ESTIMATED 30 JUNE 2003			46,381,563	-1,462,475	1,522,265	46,441,353
TERM PUBLIC DEBT ESTIMATED 1 JULY 2002			339,830	-1,396,056	1,694,015	637,788
NET INCREASE (DECREASE) 2002/2003			<u>46,041,733</u>	<u>-66,419</u>	<u>-171,749</u>	<u>45,803,565</u>

Notes:

Note 1: The Council's borrowing policy (5.2) provides for a minimum of 3% of combined Council and Christchurch City Holdings external debt (excluding table loans) shall be repaid annually by either (5.1)

- Sinking fund instalments,
- Annual contributions to a loan repayment reserve,
- Repayments from revenue or other sources.

Note 2: Jade Stadium Ltd will repay the stadium redevelopment loan by annual instalments for three years (\$1.5M in 2003, 2004, 2005) and then on a table loan basis for 14 years.

Note 3: Housing rent account and Housing Development Fund will repay housing principal by semi-annual instalment table loans.

Note 4: No corporate financing is required for loan redemptions during 2002/2003.

Note 5: Total loans repayable from housing funds including internally financed loans to June 2003 are estimated at \$9,325,537

TABLE VIII SCHEDULE OF SPECIAL FUND ACCOUNT MOVEMENTS 2002/2003

The Interest Rate for Special Funds is calculated at 1.25 % Below the Projected Borrowing Rate

FUND ACCOUNT	PROJECTED OPENING BALANCE 1/7/2002	REVENUE			TOTAL REVENUE	EXPENDITURE		PROJECTED BALANCE 30/6/2003
		CONTRIBUTIONS	APPROPRIATIONS	int rate 5.25% INTEREST		PURCHASES	APPROPRIATION	
SPECIAL FUNDS - GENERAL								
Capital Endowment Fund	75,375,000	1,507,500			1,507,500			76,882,500
Emergency Capital Fund	Merged 5,248,304			275,536	275,536			5,523,840
Income Equalisation Fund	18,000,000				0	3,200,000		14,800,000
Community Loans Fund	Var 1,784,671			93,695	93,695			1,878,366
Conferences & Similar Bridging Loan Fund	105,250	150,000			150,000			255,250
Waimairi Community Award Fund	WDC 61,662			3,237	3,237			64,899
Restructuring (ex PC Sales) Fund	170,176				0	170,000		176
Bertlesman Prize	30,114			1,581	1,581			31,695
City Managers Bertelsmann Fund	21,193							
City Care Contingency	2,244,959							
Canterbury Womens Heritage Project	1,760			92	92			1,852
Christchurch Art Gallery	0			0	0			0
Dog Control Account	-75,753				0			-64,509
Accident Insurance Reserve Fund	Note 1 1,001,326	400,000		52,570	452,570		-11,244	1,453,895
TOTAL - GENERAL SPECIAL FUNDS	103,968,661	0	2,057,500	426,711	2,484,211	0	3,358,756	100,827,965
POLICY DIRECTORATE - PLANNING								
Historic Places Trust Fund	CCC 288,332	300,000		15,137	315,137	300,000		303,470
Non Conforming Uses Fund	CCC 646,979	150,000		33,966	183,966	150,000		680,946
TOTAL - PLANNING	935,311	0	450,000	49,104	499,104	0	450,000	984,415
RECREATION & PROMOTION								
Project 2000 (Linwood)	0			0	0			0
Year 2000 Project (All S/C)	0			0	0			0
TOTAL - RECREATION & PROMOTION	0	0	0	0	0	0	0	0
Note 1 : Building up Accident Insurance Reserve Fund by \$400,000 pa to \$1.6M over the 4 years 2000/2001 to 2004/05								

TABLE VIII SCHEDULE OF SPECIAL FUND ACCOUNT MOVEMENTS 2002/2003

The Interest Rate for Special Funds is calculated at 1.25 % Below the Projected Borrowing Rate

FUND ACCOUNT	PROJECTED OPENING BALANCE 1/7/2002	REVENUE			TOTAL REVENUE	EXPENDITURE		PROJECTED BALANCE 30/6/2003
		CONTRIBUTIONS	APPROPRIATIONS	int rate 5.25% INTEREST		PURCHASES	APPROPRIATION	
PARKING								
General	8,035			0	0		0	8,035
Kilmore St Carpark Depn Reserve	16,975		3,000	891	3,891			20,866
TOTAL - PARKING	25,010	0	3,000	891	3,891	0	0	28,901
LIBRARIES								
Library Book Purchase Fund	187,726			9,856	9,856		0	197,582
TOTAL - LIBRARY	187,726	0	0	9,856	9,856	0	0	197,582
CORPORATE SERVICES								
Plant Renewal Fund	ALL	1,127,531	300,597	0	300,597		1,428,128	0
TOTAL - CORPORATE SERVICES		1,127,531	300,597	0	300,597	0	1,428,128	0
TOWN HALL								
Town Hall Education Fund	THall	34,048		1,788	1,788			35,836
TOTAL - TOWN HALL		34,048	0	0	1,788	0	0	35,836
CIVIC FACILITIES								
Sports Stadium Fund	PCC	577,968		30,343	30,343			608,312
Sports Stadium Fund	WDC	48,875		2,566	2,566			51,441
Northwest Stadium Fund	WDC	11,855		622	622			12,478
TOTAL - CIVIC FACILITIES		638,699	0	0	33,532	0	0	672,230

TABLE VIII SCHEDULE OF SPECIAL FUND ACCOUNT MOVEMENTS 2002/2003

The Interest Rate for Special Funds is calculated at 1.25 % Below the Projected Borrowing Rate

FUND ACCOUNT	PROJECTED OPENING BALANCE 1/7/2002	REVENUE			TOTAL REVENUE	EXPENDITURE		PROJECTED BALANCE 30/6/2003
		CONTRIBUTIONS	APPROPRIATIONS	int rate 5.25% INTEREST		PURCHASES	APPROPRIATION	
PROPERTY								
Reg Adams Development Fund	CCC	524,273		49,893	27,524	77,417		601,690
Housing Development Fund		6,968,332		2,917,483	365,837	3,283,320	2,759,101	7,492,551
Endowment Land Reserve (Property)	CCC	473,091			24,837	24,837		497,929
TOTAL - PROPERTY		7,965,696	0	2,967,376	418,199	3,385,575	0 2,759,101	8,592,170
ROADING								
Road & Property Purchase Res.	WDC	95,139			4,995	4,995		100,133
TOTAL - ROADING		95,139	0	0	4,995	4,995	0 0	100,133
PARKS AND CASH IN LIEU OF RESERVES								
Suburbs	CCC	3,136,856	2,750,000		164,685	2,914,685	3,485,732	2,565,809
Central	CCC	1,064,158	200,000		55,868	255,868	242,000	1,078,026
TOTAL - PARKS AND CASH IN LIEU		4,201,015	2,950,000	0	220,553	3,170,553	0 3,727,732	3,643,835
CITY WATER & WASTE								
Water Supply Upgrading Reserve		1,796,263		550,000	94,304	644,304	350,000	2,090,566
History of CDB	CDB	40,830			2,144	2,144		42,973
Burwood Landfill Stage 2C Aftercare Fund		2,368,743		721,500	124,359	845,859		3,214,602
Businesscare - Commercial Waste Minimisation		72,729		0	3,818	3,818	0	76,548
TOTAL - CITY WATER & WASTE		4,278,565	0	1,271,500	224,625	1,496,125	0 350,000	5,424,690
TOTAL SPECIAL FUNDS		123,457,401	2,950,000	7,049,972	1,390,253	11,390,225	0 12,073,716	120,507,757

TABLE VIII SCHEDULE OF SPECIAL FUND ACCOUNT MOVEMENTS 2002/2003

The Interest Rate for Special Funds is calculated at 1.25 % Below the Projected Borrowing Rate

FUND ACCOUNT	PROJECTED OPENING BALANCE 1/7/2002	REVENUE			TOTAL REVENUE	EXPENDITURE		PROJECTED BALANCE 30/6/2003
		CONTRIBUTIONS	APPROPRIATIONS	int rate 5.25% INTEREST		PURCHASES	APPROPRIATION	
TRUSTS AND BEQUESTS								
General								
W J Walter Bequest	562			30	30			592
Parklands Tennis Club	8,998			472	472			9,470
Yaldhurst Hall Crawford Memorial	5,270			277	277			5,547
Alice Holmes Bequest Cont	41,704			2,189	2,189			43,894
Martin Welsh Bequest	1,828			96	96			1,924
Library								
Fendalton Library Bequest	1,441							1,441
Library Endowment Fund (ex MLSTS)	454,881							
Art Gallery								
Molly Morpeth Canady Trust	845			44	44		0	890
Olive Stirrat Bequest	107,772			5,658	5,658		14,000	99,430
Kathleen Stuart Hutton	54,397			2,856	2,856		0	57,253
Parks Trusts & Bequests								
Davis Estate - Cemeteries	7,771			408	408			8,179
Rutherford St Cemetery - Cemeteries	23,495			1,233	1,233			24,728
19th Battalion Bequest	8,061			423	423			8,484
Skellerup Bequest - Domains	1,768			93	93			1,861
C S Thomas Trust - Mona Vale (Iris)	18,172			954	954			19,127
Sign Of Kiwi Restoration Fund	2,072			109	109			2,181
Fretwell Waimairi Cemetery Trust	579			30	30			609
Williams Waimairi Cemetery Trust	543			29	29			572
W A Sutton Bequest	211							
Housing Trusts & Bequests								
Hollander Trust	155,330			8,155	8,155			163,485
TOTAL - TRUSTS AND BEQUESTS	895,701	0	0	23,056	23,056	0	14,000	449,666

TABLE IX LANDFILL LIABILITY COSTS

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
PROVISION FOR LANDFILL AFTERCARE LIABILITY (note only)		
BURWOOD LANDFILL STAGE 2C (Refer Table II and Table V)	745,500 =====	721,500 =====
AFTER CARE FEE (Funds collected are transferred to a Special Fund: Burwood Stage 2C After care Fund Refer Table VI)	(745,500) =====	(721,500) =====

TABLE X FINANCIAL PLANNING MODEL FOR 2002/2003 AND FUTURE YEARS

	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012
CITY COUNCIL OPERATING ACCOUNT										
Ordinary Operating Expenditure	207,550,994	210,575,300	223,578,767	224,742,364	226,248,862	228,293,183	228,547,629	229,347,152	231,270,896	232,397,793
Depreciation	55,194,351	64,204,766	65,596,984	66,889,153	67,932,984	68,961,330	69,994,711	70,973,877	72,026,523	73,179,147
Provision to Fund Landfill Aftercare	721,500	721,500	0	0	0	0	0	0	0	0
Provision for Inflation	0	2,315,695	4,725,931	7,447,598	10,265,957	13,175,750	16,192,950	19,288,612	22,473,336	25,763,353
Interest Expense	7,019,777	6,598,097	7,930,376	10,427,733	12,149,139	13,303,442	14,104,280	14,887,660	15,871,166	17,335,254
Total Operating Expenditure	270,486,622	284,415,358	301,832,057	309,506,848	316,596,942	323,733,705	328,839,571	334,497,301	341,641,921	348,675,547
Ordinary revenues	-92,662,287	-93,275,208	-93,117,368	-92,168,015	-91,921,227	-91,504,934	-90,853,499	-90,295,600	-90,139,374	-89,885,219
Interest and Dividends from CCHL	-28,900,000	-28,900,000	-29,800,000	-30,200,000	-31,000,000	-32,000,000	-32,700,000	-33,500,000	-34,465,621	-35,316,476
Interest Received	-15,040,716	-13,001,136	-12,444,416	-12,730,948	-12,976,351	-13,464,813	-14,072,112	-14,667,918	-15,310,129	-15,986,786
Rates	-145,308,960	-154,273,474	-166,905,101	-176,871,592	-185,686,253	-197,636,315	-204,085,401	-210,934,988	-219,072,159	-226,521,747
Deficit/Surplus(-)	-11,425,341	-5,034,460	-434,827	-2,463,707	-4,986,890	-10,872,357	-12,871,441	-14,901,205	-17,345,361	-19,034,680
Percentage Rate Increase	3.55%	4.73%	6.80%	4.72%	3.81%	5.30%	2.23%	2.35%	2.88%	2.47%
CITY COUNCIL CAPITAL ACCOUNT										
Gross Capital Expenditure	117,808,921	96,394,596	101,347,002	89,036,292	80,569,530	77,940,891	77,097,643	78,680,932	84,122,035	88,155,782
Provision for Debt Repayment	5,807,414	5,487,914	5,676,573	7,009,931	7,972,108	8,666,895	9,116,381	9,528,301	9,984,948	10,612,951
Provision for Inflation	0	1,927,492	4,081,491	5,414,845	6,639,872	8,110,069	9,726,825	11,698,727	14,440,337	17,198,538
Loan to Jade Stadium	0	0	0	0	0	0	0	0	0	0
Total Capital Costs	123,616,335	103,810,001	111,105,065	101,461,067	95,181,510	94,717,855	95,940,850	99,907,960	108,547,320	115,967,271
Funded by:										
Depreciation + Surplus(deficit)on operations	-58,685,597	-60,808,268	-57,221,501	-60,100,841	-63,208,792	-69,509,066	-71,893,150	-74,256,618	-77,052,225	-79,148,387
Provision to Fund Landfill Aftercare	-721,500	-721,500	0	0	0	0	0	0	0	0
Capital Repayment/Sale of Assets in Total	0	-1,500,000	-1,500,000	-1,593,508	-1,714,614	-6,844,925	-6,985,139	-7,136,010	-7,298,346	-2,473,021
Funded from Debt Repayment Reserve	-53,677,375	-27,191,647	0	0	0	0	0	0	0	0
Reserves etc	-7,305,563	-7,279,950	-7,618,297	-7,124,129	-7,078,534	-3,360,998	-3,331,910	-3,293,756	-3,263,323	-3,223,798
External Funding for Capital Projects	-2,376,300	-20,000	-320,000	-570,000	-20,000	-20,000	0	0	0	0
Council Borrowing required/Surplus(-)	850,000	6,288,636	44,445,267	32,072,589	23,159,571	14,982,866	13,730,651	15,221,575	20,933,426	31,122,065

TABLE X FINANCIAL PLANNING MODEL FOR 2002/2003 AND FUTURE YEARS

	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012
CITY COUNCIL BALANCE SHEET ITEMS										
Gross Debt	92,921,324	99,075,487	143,220,181	175,177,787	198,249,283	213,173,280	226,865,608	242,027,593	262,945,972	294,052,991
less Sinking Funds & Debt Repayment Reser	-46,479,971	-25,632,327	-32,570,746	-41,263,517	-51,313,625	-62,586,150	-74,899,970	-88,272,184	-102,803,086	-118,724,864
Term Debt	46,441,353	73,443,160	110,649,436	133,914,270	146,935,658	150,587,130	151,965,638	153,755,409	160,142,886	175,328,127
less Reserve Funds	-123,678,667	-122,035,215	-121,275,728	-120,871,071	-120,599,976	-123,300,667	-124,935,606	-126,605,405	-128,302,389	-130,035,261
Nett Debt	-77,237,314	-48,592,055	-10,626,292	13,043,199	26,335,682	27,286,462	27,030,032	27,150,004	31,840,497	45,292,866
Total Assets	3,875,660,048	3,909,777,369	3,949,608,878	3,977,170,861	3,996,447,280	4,008,536,909	4,020,366,666	4,034,772,447	4,056,308,296	4,088,483,469
Realisable Assets	1,860,210,529	1,866,613,155	1,872,810,575	1,879,671,418	1,884,222,126	1,883,556,697	1,882,675,132	1,881,577,431	1,880,263,594	1,883,683,620
CHRISTCHURCH CITY HOLDINGS LTD										
INCOME STATEMENT										
Dividends Received	36,282,512	34,547,916	35,341,212	35,883,938	36,646,838	37,426,851	38,224,381	39,039,845	39,873,668	40,726,287
Interest and Other Income	5,008,522	7,362,547	8,981,249	10,324,289	11,902,046	13,147,578	13,766,091	14,461,200	15,445,341	16,651,725
Total revenue	41,291,033	41,910,462	44,322,462	46,208,227	48,548,885	50,574,429	51,990,472	53,501,044	55,319,009	57,378,012
Interest on Debt	-11,215,384	-11,622,368	-13,299,448	-14,825,912	-16,314,689	-17,298,756	-17,971,128	-18,645,444	-19,606,716	-20,789,280
Underwriting and Other costs	-1,015,907	-978,272	-765,978	-781,696	-799,650	-833,873	-847,440	-862,123	-898,534	-915,523
Net profit	29,059,742	29,309,822	30,257,036	30,600,619	31,434,546	32,441,800	33,171,904	33,993,477	34,813,758	35,673,208
less dividends to CCC	-28,900,000	-28,900,000	-29,800,000	-30,200,000	-31,000,000	-32,000,000	-32,700,000	-33,500,000	-34,465,621	-35,316,476
Retained Earnings/Debt repayment	159,742	409,822	457,036	400,619	434,546	441,800	471,904	493,477	348,138	356,732
BALANCE SHEET										
Shareholders Funds	712,312,064	712,721,886	713,178,922	713,579,541	714,014,087	714,455,887	714,927,791	715,421,268	715,769,406	716,126,138
Current Liabilities	2,408,000	2,408,000	2,408,000	2,408,000	2,408,000	2,408,000	2,408,000	2,408,000	2,408,000	2,408,000
Term Liabilities	167,766,000	168,863,000	193,710,000	210,910,000	234,861,000	245,660,000	253,538,000	264,391,000	280,240,000	297,240,000
Total SHF & Liabilities	882,486,064	883,992,886	909,296,922	926,897,541	951,283,087	962,523,887	970,873,791	982,220,268	998,417,406	1,015,774,138
Current Assets	73,979,864	75,486,686	100,790,722	122,891,341	147,276,887	158,517,687	166,867,591	178,214,068	194,411,206	211,767,938
Investment in Trading Enterprises	808,506,200	808,506,200	808,506,200	804,006,200	804,006,200	804,006,200	804,006,200	804,006,200	804,006,200	804,006,200
Total Assets	882,486,064	883,992,886	909,296,922	926,897,541	951,283,087	962,523,887	970,873,791	982,220,268	998,417,406	1,015,774,138
Consolidated Debt of CCC & CCHL	151,188,353	178,241,160	215,498,436	238,814,270	247,386,658	251,038,130	252,416,638	254,206,409	260,593,886	275,779,127

TABLE X FINANCIAL PLANNING MODEL FOR 2002/2003 AND FUTURE YEARS

	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012
KEY FINANCIAL RATIOS RELATING TO CCC & CCHL										
Term Debt/Total Assets	3.90%	4.56%	5.46%	6.00%	6.19%	6.26%	6.28%	6.30%	6.42%	6.75%
TermDebt/Realisable Assets	8.13%	9.55%	11.51%	12.71%	13.13%	13.33%	13.41%	13.51%	13.86%	14.64%
Net Interest cost/Operating Revenue	-0.54%	0.09%	0.72%	1.41%	1.73%	1.75%	1.75%	1.75%	1.77%	1.91%
Nett Debt/Funds Flow from Operations	0.41	0.81	1.44	1.71	1.75	1.61	1.55	1.49	1.49	1.59
Note: Term debt is net of sinking funds & reserves provided specifically for debt repayment										
Nett Debt is after deduction of all accumulated cash reserves										
Funds Flow from Operations is the operating cash surplus (excludes depreciation)										
KEY ASSETS/ LIABILITIES OF CCC & CCHL										
Gross Debt	197,668,324	203,873,487	248,069,181	280,077,787	298,700,283	313,624,280	327,316,608	342,478,593	363,396,972	394,503,991
Less Sinking Funds & Debt Repayment Rese	-46,479,971	-25,632,327	-32,570,746	-41,263,517	-51,313,625	-62,586,150	-74,899,970	-88,272,184	-102,803,086	-118,724,864
Term Debt	151,188,353	178,241,160	215,498,436	238,814,270	247,386,658	251,038,130	252,416,638	254,206,409	260,593,886	275,779,127
Less Reserve Funds	-123,678,667	-122,035,215	-121,275,728	-120,871,071	-120,599,976	-123,300,667	-124,935,606	-126,605,405	-128,302,389	-130,035,261
Net Debt	27,509,686	56,205,945	94,222,708	117,943,199	126,786,682	127,737,462	127,481,032	127,601,004	132,291,497	145,743,866
TOTAL ASSETS	3,875,660,048	3,909,777,369	3,949,608,878	3,977,170,861	3,996,447,280	4,008,536,909	4,020,366,666	4,034,772,447	4,056,308,296	4,088,483,469
REALISABLE ASSETS	1,860,210,529	1,866,613,155	1,872,810,575	1,879,671,418	1,884,222,126	1,883,556,697	1,882,675,132	1,881,577,431	1,880,263,594	1,883,683,620

3.1.0

*CORPORATE EXPENSES
REVENUES & GRANTS*

3.1.0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUTS:	OUTPUT SUMMARY

For summary figures see page 3.1.1.

3.1.1

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUTS:	OUTPUT SUMMARY

OUTPUT CLASS NET COST		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
CORPORATE EXPENSES & REVENUES			
Community Facilities and Services	Page 3.1.3	8,330,912	9,625,634
Corporate Development	Page 3.1.4	1,905,000	1,674,114
Emergency Services	Page 3.1.5	1,161,082	1,179,945
Corporate Revenues	Page 3.1.6	(175,918,565)	(45,815,782)
		-----	-----
		(164,521,571)	(33,336,089)
GRANTS TO COMMUNITY ORGANISATIONS			
Community Services	Page 3.1.7	1,235,800	1,214,300
Economic Development & Employment	Page 3.1.9	830,500	625,000
Arts & Heritage	Page 3.1.10	845,500	877,500
Recreation & Sport	Page 3.1.11	344,550	330,125
Environment & Parks	Page 3.1.12	86,000	98,000
Corporate Services	Page 3.1.13	138,609	237,278
		-----	-----
		3,480,959	3,382,203
		-----	-----
TOTAL NET COST CORPORATE EXPENSES, REVENUES & GRANTS		(161,040,613)	(29,953,886)
		=====	=====
CAPITAL OUTPUTS	Page 3.1.14	-47,000,000	3,764,555

3.1.2

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUTS:	OUTPUT SUMMARY

OUTPUT CLASS EXPENDITURE		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
CORPORATE EXPENSES & REVENUES			
Community Facilities and Services	Page 3.1.3	8,330,912	9,625,634
Corporate Development	Page 3.1.4	1,905,000	1,674,114
Emergency Services	Page 3.1.5	1,161,082	1,179,945
GRANTS TO COMMUNITY ORGANISATIONS			
Community Services	Page 3.1.7	1,235,800	1,214,300
Economic Development & Employment	Page 3.1.9	830,500	625,000
Arts & Heritage	Page 3.1.10	1,045,500	1,077,500
Recreation & Sport	Page 3.1.11	719,550	680,125
Environment & Parks	Page 3.1.12	86,000	98,000
Corporate Services	Page 3.1.13	138,609	237,278
		-----	-----
		15,452,952	16,411,896
OUTPUT CLASS REVENUE & RECOVERIES			
CORPORATE EXPENSES & REVENUES			
Corporate Revenues	Page 3.1.6	175,918,565	45,815,782
GRANTS TO COMMUNITY ORGANISATIONS			
Arts & Heritage	Page 3.1.10	200,000	200,000
Recreation & Sport	Page 3.1.11	375,000	350,000
		-----	-----
		176,493,565	46,365,782
		-----	-----
TOTAL NET COST CORPORATE EXPENSES, REVENUES & GRANTS		(161,040,613)	(29,953,886)
		=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	CORPORATE EXPENSES & REVENUES

OUTPUT : COMMUNITY FACILITIES AND SERVICES

Description

- This output provides for Council contributions to (a) the Canterbury Museum Trust Board levied in terms of the Canterbury Museum Trust Board Act; and (b) Riccarton Bush Trust incorporated under an Act of Parliament and (c) meet the administration costs of the Mayor's Welfare Fund Trust established by the Council.

Objective for 2002/03

1. To meet the Council's statutory levies and agreed contributions to these community organisations.

Performance Indicator

1. Payment of the amounts budgeted.

3.1.3

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	CORPORATE EXPENSES & REVENUES

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
OUTPUT: COMMUNITY FACILITIES AND SERVICES		
DIRECT COSTS		
Museum Trust Board Levy	2,639,350	2,955,834
Museum Trust Board ex-Gratia Payment	515,887	515,887
Museum Trust Board Building & Development Project Grant (*2)	1,250,000	1,532,500
Riccarton Bush Trust Levy	108,310	108,310
Riccarton Bush Trust Operating Grant	49,865	65,778
Riccarton Bush Trust Capital Grant	50,000	50,000
Lyttelton Marina - Public Facilities & Breakwater	150,000	0
Contributions to Major Events to Christchurch	0	0
Subvention Payment (Travis Finance Ltd)	750,000	548,000
Interest Expense (re: Travis Finance Lid)	0	481,000
Interest Expense (re: Jade Stadium Funding)	2,817,500	3,076,800
ALLOCATED COSTS		
Mayors Welfare Fund Administration	0	0
Alloc O/Head - Corporate Overhead	0	291,525
TOTAL COST COMMUNITY FACILITIES AND SERVICES	----- 8,330,912	----- 9,625,634 =====

3.1.funding.text.3

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE EXPENSES

OUTPUT: CANTERBURY MUSEUM

Description Statutory levy for the Canterbury Museum and special grants for building development project.

Benefits The Board maintains, develops and operates the Canterbury Museum to collect, conserve and display items of natural and cultural heritage. In addition it provides research and information services.

Strategic Objectives A1, A3, A4, A5 *CCC Policy*

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

This is a levy imposed upon the stakeholders by statute. It has therefore been treated as a general benefit and allocated by capital value.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.1.funding.3

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE EXPENSES

OUTPUT : CANTERBURY MUSEUM

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	3,627,290	1,003,478	131,859	241,595		5,004,221 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	3,627,290	1,003,478	131,859	241,595	-	5,004,221
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	184,002	50,904	6,689	(241,595)		- CapValGen
<i>Total Modifications</i>	-	184,002	50,904	6,689	(241,595)	-	-
Total Costs and Modifications	-	3,811,292	1,054,381	138,548	-	-	5,004,221

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	3,811,292	1,054,381	138,548	-	-	5,004,221
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	3,811,292	1,054,381	138,548	-	-	5,004,221

3.1.funding.text.3

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE EXPENSES

OUTPUT: RICCARTON BUSH TRUST BOARD

Description Statutory levy for the Riccarton Bush Trust Board.

Benefits The Board protects, conserves, enhances and makes available the 12.1 ha lands described as the 'Riccarton Bush and grounds' within the Act.

Strategic Objectives A1, A3, A4, A5 **CCC Policy**

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

This is a levy imposed upon the stakeholders by statute. It has therefore been treated as a general benefit and allocated by capital value.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.1.funding.3

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE EXPENSES

OUTPUT : RICCARTON BUSH TRUST BOARD

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	162,429	44,936	5,905	10,819		224,088 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	162,429	44,936	5,905	10,819	-	224,088
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	8,240	2,279	300	(10,819)		- CapValGen
<i>Total Modifications</i>	-	8,240	2,279	300	(10,819)	-	-
Total Costs and Modifications	-	170,669	47,215	6,204	-	-	224,088

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	170,669	47,215	6,204	-	-	224,088
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	170,669	47,215	6,204	-	-	224,088

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	CORPORATE EXPENSES & REVENUES

OUTPUT : CORPORATE DEVELOPMENT

Description

- Provision of financial resources to meet expenses which have a corporate benefit or are not specific to any particular Council output and to provide contingency funding for expenses not identified at the time of budget preparation.

Objective for 2002/03

1. Provide adequate funding for corporate expenses and contingencies.

Performance Indicator

1. Expenses no greater than budget.

3.1.4

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	CORPORATE EXPENSES & REVENUES

OUTPUT: CORPORATE DEVELOPMENT	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Professional Fees	335,000	340,000
Professional Fees / Depreciation	40,000	0
Trading Activities Professional Advice	50,000	50,000
Organisational Development	270,000	270,000
Efficiency Reviews (*1)	250,000	170,000
Change Management Process (*1)	100,000	0
Inflation Contingency	300,000	300,000
Project Contingencies	220,000	225,000
ACC Contingency	40,000	0
Energy Efficiency Projects	300,000	300,000
Depreciation of Rates Capitalisation Costs	0	19,114
Unspecified Civic and Community Projects Operating Provision	0	0
	-----	-----
TOTAL COST CORPORATE DEVELOPMENT	1,905,000	1,674,114
	=====	=====

(*1) Funded from Corporate Restructuring Reserve

3.1.funding.text.4

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE EXPENSES

OUTPUT: PROFESSIONAL ADVICE

Description General professional advice and fees to revalue assets

Benefits Specialist advice on city wide projects.

Strategic Objectives F **CCC Policy** Financial Management etc.

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

Access to advice and consultancy is necessary for the impartial good governance of the City. The benefits are corporate and therefore General Benefits.

Nature and Distribution of General Benefits

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.1.funding.4

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE EXPENSES

OUTPUT : PROFESSIONAL ADVICE

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	246,448	68,179	8,959	16,415		340,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	246,448	68,179	8,959	16,415	-	340,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	12,502	3,459	454	(16,415)		- CapValGen
<i>Total Modifications</i>	-	12,502	3,459	454	(16,415)	-	-
Total Costs and Modifications	-	258,949	71,637	9,413	-	-	340,000

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	258,949	71,637	9,413	-	-	340,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	258,949	71,637	9,413	-	-	340,000

3.1.funding.text.4

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE EXPENSES

OUTPUT: PROJECT FUNDING

Description Corporate project funding.

Benefits Specialist advice on city wide projects.

Strategic Objectives **CCC Policy** Financial Management etc.

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

Access to advice and consultancy is necessary for the impartial good governance of the City. The benefits are corporate and therefore General Benefits.

Nature and Distribution of General Benefits

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.1.funding.4

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE EXPENSES

OUTPUT : PROJECT FUNDING

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	163,090	45,118	5,929	10,863		225,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	163,090	45,118	5,929	10,863	-	225,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	8,273	2,289	301	(10,863)		- CapValGen
<i>Total Modifications</i>	-	8,273	2,289	301	(10,863)	-	-
Total Costs and Modifications	-	171,363	47,407	6,229	-	-	225,000

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	171,363	47,407	6,229	-	-	225,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	171,363	47,407	6,229	-	-	225,000

3.1.funding.text.4

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE EXPENSES

OUTPUT: SUNDRY EXPENDITURE

Description Organisational Development, provision for inflation, Energy Efficiency Projects, ACC contingency, LGNZ Fees, Subvention payments and recoverable interest expense for Jade Stadium Ltd.

Benefits Miscellaneous corporate expenses not logically grouped elsewhere.

Strategic Objectives D & F **CCC Policy**

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The items funded here are in the main corporate wide and hence are General Benefits. The preferred allocation is by General Rate Capital Value over the whole city.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.1.funding.4

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE EXPENSES

OUTPUT : SUNDRY EXPENDITURE

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	3,991,320	1,104,186	145,092	265,841		5,506,439 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	3,991,320	1,104,186	145,092	265,841	-	5,506,439
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	202,468	56,012	7,360	(265,841)		- CapValGen
<i>Total Modifications</i>	-	202,468	56,012	7,360	(265,841)	-	-
Total Costs and Modifications	-	4,193,789	1,160,198	152,452	-	-	5,506,439

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
7.26% Net Corporate Revenues		304,646	84,279	11,074	-		400,000 CapValGen
92.74% Capital Value Rating	-	3,889,143	1,075,919	141,378	-	-	5,106,439
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	4,193,789	1,160,198	152,452	-	-	5,506,439

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	CORPORATE EXPENSES & REVENUES

OUTPUT : EMERGENCY SERVICES

Description

- Provide funding for Civil Defence Levies payable to the Canterbury Regional Council which administers Civil Defence for the city and to meet Council internal costs relating to maintaining a state of preparedness of Council resources for Civil Defence. Provision is also made for meeting the costs of maintaining a state of preparedness as the Rural Fire Authority and meeting costs associated with actual events where these cannot be covered from the national body.

Objective for 2002/03

1. Provision of adequate funding for Civil Defence and Rural Fire Fighting.

Performance Indicator

1. Adequate provision made to meet expenses and budget not exceeded.

3.1.5

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	CORPORATE EXPENSES & REVENUES

OUTPUT: EMERGENCY SERVICES	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
ALLOCATED COSTS		
Civil Defence (includes CRC Levy)	794,675	764,517
Rural Fire Fighting	366,407	415,429
	-----	-----
TOTAL COST EMERGENCY SERVICES	1,161,082	1,179,945
	=====	=====

3.1.funding.text.5

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE EXPENSES

OUTPUT: CIVIL DEFENCE

Description Contribution to the Canterbury Combined Civil Defence Organisation

Benefits Administration of Civil Defence for the city and to meet internal costs for the maintenance of emergency procedures.

Strategic Objectives C5, E3 *CCC Policy*

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The community as a whole benefits from Civil Defence preparedness. During times of non-emergency, there are no identifiable beneficiaries.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.1.funding.5

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE EXPENSES

OUTPUT : CIVIL DEFENCE

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	554,157	153,306	20,145	36,909		764,517 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	554,157	153,306	20,145	36,909	-	764,517
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	28,111	7,777	1,022	(36,909)		- CapValGen
<i>Total Modifications</i>	-	28,111	7,777	1,022	(36,909)	-	-
Total Costs and Modifications	-	582,268	161,082	21,167	-	-	764,517

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	582,268	161,082	21,167	-	-	764,517
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	582,268	161,082	21,167	-	-	764,517

3.1.funding.text.5

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE EXPENSES

OUTPUT: RURAL FIRE PROTECTION

Description To provide a reaction response to all rural fires in defined areas of the city. This is the net cost to Council. See also the Parks output for the gross and recoveries.

Benefits 24 Hr / 365 day response, advice and permit processing

Strategic Objectives A3, C3, C5, E3 **CCC Policy**

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

65% of rural fires can be traced back to have being started by a person. The balance, being independent of the number of persons who benefit, has been assigned as general.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Negative effects arise from the consequences of fire's being lit by individuals.

Modifications Pursuant to Section 12

None necessary, except for the issues of practicability as discussed below.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

In most cases the person who caused the fire cannot be identified, or in the case of organisations, be convinced to accept liability. The costs of controlling negative effects are therefore recovered from capital value rating, as best representing stakeholders' interests in the City.

3.1.funding.5

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE EXPENSES

OUTPUT : RURAL FIRE PROTECTION

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
35.00% General Benefits	-	105,393	29,157	3,831	7,020		145,400 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
65.00% Negative Effects	270,029	-	-	-	-		270,029 TableC
<i>Total Costs</i>	270,029	105,393	29,157	3,831	7,020	-	415,429
<i>Modifications</i>							
Transfer User Costs to Rating	(270,029)	195,729	54,148	7,115	13,036		- CapValAll
Non-Rateable	-	15,275	4,226	555	(20,056)		- CapValGen
<i>Total Modifications</i>	(270,029)	211,004	58,374	7,670	(7,020)	-	-
Total Costs and Modifications	-	316,397	87,530	11,502	-	-	415,429

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	316,397	87,530	11,502	-	-	415,429
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	316,397	87,530	11,502	-	-	415,429

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	CORPORATE EXPENSES & REVENUES

OUTPUT : CORPORATE REVENUES

Description

- This output receives revenue from petroleum taxes, dividends and interest which are not specific to any other output and general revenues of the Council as a direct offset against the rating requirement.

Objective for 2002/03

1. To meet the revenue projections in the budget.

Performance Indicator

1. Receipt of revenues not less than the total budget for the output.

3.1.6

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	CORPORATE EXPENSES & REVENUES

OUTPUT: CORPORATE REVENUES	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
EXTERNAL REVENUE		
Petroleum Tax	2,020,000	2,000,000
Dividends and Interest from CCHL	30,600,000	28,900,000
Dividends from CCHL (Special)	128,000,000	0
Selwyn Plantation Board Ltd	0	0
City Care Ltd	0	0
Local Government Insurance Corporation	25,000	0
Interest on Investments	6,507,763	5,302,719
Interest on Investments - Capital Endowment Fund	3,437,500	4,422,500
Travis Finance Ltd	720,000	518,000
Jade Stadium Ltd	2,857,750	3,118,800
	-----	-----
	174,168,013	44,262,019
INTERNAL REVENUE		
Interest on Investments - Internal Financing (Housing)	641,706	602,876
Internal Rates on CCC Housing	678,846	550,887
ACC Corporate Recovery	430,000	400,000
	-----	-----
TOTAL REVENUE CORPORATE REVENUES	175,918,565	45,815,782
	-----	-----
TOTAL REVENUE CORPORATE REVENUES	(175,918,565)	(45,815,782)
	=====	=====
TOTAL NET COST CORPORATE REVENUES & EXPENSES	(164,521,571)	(33,336,089)
	=====	=====

3.1.funding.text.6

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE REVENUES

OUTPUT: PETROLEUM TAX

Description Christchurch City Council's share of the tax levied on motor fuels collected by the Central Government.

Benefits This Tax is imposed by statute and collected by the fuel wholesalers. The proceeds are use for general Council purposes.

Strategic Objectives **CCC Policy**

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The recovery accrue to all General Rate payers as they are the ultimate stakeholders in this tax distribution. The recovery is therefore General Benefit.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be distributed by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.1.funding.6

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE REVENUES

OUTPUT : PETROLEUM TAX

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
0.00% General Benefits	-	-	-	-	-	-	- CapValAll
0.00% Direct Benefits	-	-	-	-	-	-	- 0
0.00% Negative Effects	-	-	-	-	-	-	- 0
<i>Total Costs</i>	-	-	-	-	-	-	-
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-	-	- 0
Non-Rateable	-	-	-	-	-	-	- CapValGen
<i>Total Modifications</i>	-	-	-	-	-	-	-
Total Costs and Modifications	-	-	-	-	-	-	-

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-	-	- 0
0.00% Net Corporate Revenues		1,523,231	421,397	55,372	-		2,000,000 CapValGen
0.00% Capital Value Rating	-	(1,523,231)	(421,397)	(55,372)	-	-	(2,000,000)
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	-	-	-	-	-	-

3.1.funding.text.6

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE REVENUES

OUTPUT: DIVIDENDS

Description Ordinary dividends received from the Council's interest in its trading subsidiaries, predominately sourced from CCHL..

Benefits Maximised income for Council

Strategic Objectives **CCC Policy** Investment Policy, Financial Management Policy

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The community as a whole is the stakeholder in the investments. The revenue therefore accrues to them as represented by General Benefits.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be distributed by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.1.funding.6

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE REVENUES

OUTPUT : DIVIDENDS

Customer Residential Commercial Rural Institutions Grants Total Method

Costs and Modifications

Costs

0.00% General Benefits	-	-	-	-	-	-	- CapValAll
0.00% Direct Benefits	-	-	-	-	-	-	- 0
0.00% Negative Effects	-	-	-	-	-	-	- 0

Total Costs

-	-	-	-	-	-	-	-
---	---	---	---	---	---	---	---

Modifications

Transfer User Costs to Rating	-	-	-	-	-	-	- 0
Non-Rateable	-	-	-	-	-	-	- CapValGen

Total Modifications

-	-	-	-	-	-	-	-
---	---	---	---	---	---	---	---

Total Costs and Modifications

-	-	-	-	-	-	-	-
---	---	---	---	---	---	---	---

Funded By

0.00% User Charges	-	-	-	-	-	-	-
0.00% Grants and Subsidies	-	-	-	-	-	-	- 0
0.00% Net Corporate Revenues	22,010,685	6,089,184	800,131	-	-	28,900,000	CapValGen
0.00% Capital Value Rating	-(22,010,685)	-(6,089,184)	-(800,131)	-	-	-(28,900,000)	
0.00% Uniform Annual Charge	-	-	-	-	-	-	-

Total Funded By

-	-	-	-	-	-	-	-
---	---	---	---	---	---	---	---

3.1.funding.text.6

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE REVENUES

OUTPUT: INTEREST ON INVESTMENTS

Description Interest received on Council's general funds.

Benefits Maximised income for Council

Strategic Objectives **CCC Policy** Investment Policy, Financial Management Policy

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The community as a whole is the stakeholder in the investments. The revenue therefore accrues to them as represented by General Benefits.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be distributed by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.1.funding.6

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE REVENUES

OUTPUT : INTEREST ON INVESTMENTS

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
0.00% General Benefits	-	-	-	-	-	-	- CapValAll
0.00% Direct Benefits	-	-	-	-	-	-	- 0
0.00% Negative Effects	-	-	-	-	-	-	- 0
<i>Total Costs</i>	-	-	-	-	-	-	-
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-	-	- 0
Non-Rateable	-	-	-	-	-	-	- CapValGen
<i>Total Modifications</i>	-	-	-	-	-	-	-
Total Costs and Modifications	-	-	-	-	-	-	-

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-	-	- 0
0.00% Net Corporate Revenues	10,635,879	2,942,381	386,635				13,964,895 CapValGen
0.00% Capital Value Rating	- (10,635,879)	(2,942,381)	(386,635)				- (13,964,895)
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	-	-	-	-	-	-

3.1.funding.text.6

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE REVENUES

OUTPUT: INTERNAL RATES ON CCC HOUSING

Description This is the revenue contra from an internal charge in lieu of rates being levied on Council's housing portfolio.

Benefits The charge is the same as rates levied.

Strategic Objectives **CCC Policy**

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The recovery accrue to all General Rate payers as they are the ultimate stakeholders in this asset group. The recovery is therefore General Benefit.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be distributed by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.1.funding.6

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	CORPORATE REVENUES

OUTPUT : INTERNAL RATES ON CCC HOUSING

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
0.00% General Benefits	-	-	-	-	-	-	- CapValAll
0.00% Direct Benefits	-	-	-	-	-	-	- 0
0.00% Negative Effects	-	-	-	-	-	-	- 0
<i>Total Costs</i>	-	-	-	-	-	-	-
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-	-	- CapValGen
Non-Rateable	-	-	-	-	-	-	- CapValGen
<i>Total Modifications</i>	-	-	-	-	-	-	-
Total Costs and Modifications	-	-	-	-	-	-	-

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-	-	- 0
0.00% Net Corporate Revenues		419,564	116,071	15,252	-	-	550,887 CapValGen
0.00% Capital Value Rating	-	(419,564)	(116,071)	(15,252)	-	-	(550,887)
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	-	-	-	-	-	-

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUTS

- **COMMUNITY SERVICES**
- **ECONOMIC DEVELOPMENT & EMPLOYMENT**
- **ARTS & HERITAGE**
- **RECREATION & SPORT**
- **ENVIRONMENT & PARKS**
- **CORPORATE SERVICES**

Description

To provide financial support to non-profit making organisations that provide essential quality community service or benefit to the city of Christchurch.

Objectives for 2002/03

1. To administer the application, evaluation, allocation, distribution and accountability processes associated with the grants budget in an efficient, effective equitable and timely manner.
2. To administer this process on behalf of the Hillary Commission (Community Sport Fund) and Creative New Zealand (Creative Communities Scheme) in line with their respective guidelines and requirements.

Performance Indicators

- 1.1 Residents satisfied with the value for money of rates spent on supporting voluntary groups and community organisations at least 65%.
- 1.2 All grant payment requests actioned within 15 working days of receipt of invoice.
- 1.3 All applicant organisations advised of the outcome of their request (either monies distributed to successful applicants or letters to unsuccessful applicants) within two months of the closing date for applications for Hillary Commission, Creative New Zealand, Community Development Scheme and Community organisation Loan Schemes.
- 1.4 All grant applicants (other than those in 1.3 above) will be advised of (a) the Council's decision, in respect to the Draft Annual Plan recommendations, at the time that the Draft Annual Plan goes out for public submissions and (b) the allocated amounts in the Annual Plan, within 15 working days of the Council's final approval of the Annual Plan.
- 1.5 All major grants will be subject to receipt of a copy of the organisation's latest audited accounts.
- 1.6 All major grants to organisations who have received funding in the year prior will be subject to receipt of a detailed report which outlines what was achieved with the previous year's grant as measured against the purpose for which the grant was applied.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : COMMUNITY SERVICES

Overall Service Objectives

These services contribute towards the following Council Strategic Objectives:
A1, A2, A3, A4, and A5.

Description

- To support a range of organisations whose outcomes align themselves with the Council's Community Development and Social Well Being Policy.
 - Mayor's Welfare Fund - \$175,000: To be allocated to individuals under the guidelines of the Mayor's Welfare Fund.
 - Christchurch Citizens Advice Bureau - \$30,000: \$5,000 for rent, phones and carparking. \$7,500 for operational expenses and \$17,500 towards coordinators wages.
 - Community Development Scheme - \$432,000: To be allocated to groups and organisations in line with the Community Policy.
 - Council of Social Services - \$20,000: To assist with Executive Officers salary and newsletter costs.
 - Christchurch Safer Community Council - \$40,000: To assist with the expenses related to the operation of the Council.
 - Odyssey House - \$14,000: To assist with loan servicing.
 - Kingdom Resources Trust - \$30,000: To provide assistance for their budget advice and debt restructuring services.
 - Christchurch City Mission - \$40,000: To assist with services provided by Walsh House for women and children.
 - Cholmondeley Children's Home - \$20,000: To assist with Child Care worker salaries.
 - Christchurch East School - \$12,000: To pay the interest and 20% of the principal of a Council loan.
 - Adult Reading Assistance Scheme - \$15,000: To assist with rent, administration and salaries for this programme.
 - The Champion Centre - \$40,000: To assist with operational expenses.
 - Newell House - \$15,000: To assist with operating expenses.
 - Hohepa Canterbury - \$25,000: To assist with the development of their cafeteria.
 - Rewi Alley Chinese School - \$34,100: To assist with repayment of interest and 20% of the principal for a Council loan.
 - Canterbury Volunteer Centre - \$15,000: To assist with administration and operational expenses.
 - Floyd's Creative Arts Centre - \$10,000: To assist with rent and operational expenses.
 - Te Rununga O Nga Maata Waka - \$40,000: To assist with their Social Services Programme.
 - Wai Ora Trust - \$30,000: To support their rehabilitation and training programme for unemployed.
 - Home Made Partnerships Trust. \$25,000: To support their Super Start Programme

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : COMMUNITY SERVICES (CONTD)

- Beneficiaries Advisory Service - \$17,000: Towards their operational costs.
- Tenants Protection Association - \$10,000: To assist with operational costs.
- Solo Women as Parents - \$10,000: To assist with operational costs.
- Refugee and Migrant Centre - \$10,000: To assist with operational costs.
- Assembly of People with Disabilities - \$10,000: To assist with operational costs.
- Women's Centre- \$10,000: To assist with operational costs.
- Canterbury Neighbourhood Support- \$20,000: To assist with operational costs
- Asian Youth Trust- \$25,000: To assist with coordinators salary
- Home and Family Society- \$15,000: To assist with operational costs
- Youthline Central South Island- \$25,000: To assist with coordinators salary

Forward Commitments

- Home Made Partnerships. A three year commitment to support their Super Start Programme. 2002/2003: \$25,000 Year one.
- Hohepa Canterbury. A two year commitment towards their cafeteria development. 2002/2003: \$25,000 Year one
- Te Runanga O Nga Maata Waka. A three year commitment to support their social services programme. 2002/2003 \$40,000 Year one.
- Wai Ora Trust. A three year commitment to support their unemployed programmes. 2002/2003 \$30,000 Year one
- The Champion center. A three year commitment to support operational costs. 2002/2003 \$40,000 Year one.
- Asian Youth Trust. A three year commitment towards coordinators salary. 2002/2003 \$25,000 Year one
- Home and Family Society. A three year commitment to assist with operational costs. 2002/2003 \$15,000 Year one
- Youthline Central South Island. A three year commitment to assist with coordinators salary. 2002/2003 \$25,000 Year one
- Rewi Alley Chinese School. To pay the interest and principal of a Council Loan over five yeas. 2002/2003 \$14,100 is year two.

Objectives for 2002/03

For text see page 3.1.text.7.i.

Performance Indicators

For text see page 3.1.text.7.i.

3.1.7

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : COMMUNITY SERVICES

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Provision to Subsidise Mayors Welfare Fund	245,000	175,000
Community Development Fund	421,000	432,000
Floyd's Creative Workshop	10,000	10,000
Christchurch Safer Community Council	40,000	40,000
Odyssey House	14,000	14,000
Council of Social Services	20,000	20,000
Christchurch Citizens Advice Bureau	30,000	30,000
Kingdom Resources Trust	30,000	30,000
Christchurch City Mission	40,000	40,000
Christchurch East School	12,000	12,200
Canterbury Volunteer Centre	15,000	15,000
Adult Reading Assistance Scheme	15,000	15,000
Cardiothoracic Intensive Care Unit	20,000	0
Newell House	15,000	15,000
Cholmondeley Children's Home	20,000	20,000
Te Runanga O Nga Maata Waka	45,000	40,000
Wai Ora Trust	30,000	30,000
The Rannerdale Trust	100,000	0
Rewi Alley Chinese School	14,300	34,100
Cotswold Pre School	20,000	0
Beneficiaries Advisory Service	17,000	17,000
Tennants Protection Association	10,000	10,000
Solo Women as Parents	10,000	10,000
Refugee and Migrant Centre	7,500	10,000
Assembly of People with Disabilities	5,000	10,000
Aranui Primary School (Hall Project)	30,000	0
Home Made Partnerships Trust (Supergrans)	0	25,000

3.1.text.8

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : COMMUNITY SERVICES (CONTD)

For text see pages 3.1.text.7.i, 3.1.text.7.ii and 3.1.text.7.iii.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : COMMUNITY SERVICES (Cont'd)

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
Hohepa Canterbury	0	25,000
Womens Centre	0	10,000
The Champion Centre	0	40,000
Canterbury Neighbourhood Support	0	20,000
Asian Youth Trust	0	25,000
Restorative Justice Service	0	15,000
Youthline Centre South Island	0	25,000
	-----	-----
TOTAL COST COMMUNITY SERVICES	1,235,800	1,214,300
	=====	=====

3.1.funding.text.8

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT: COMMUNITY SERVICES

Description Provision of grants to community organisations as listed in the Annual Financial Plan.

Benefits The funds enhance the community organisations and through them the community.

Strategic Objectives A1, A2, A3, A4 *CCC Policy*

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The amenity of the entire community increases as a result of the supported projects.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.1.funding.8

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : COMMUNITY SERVICES

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	880,181	243,499	31,996	58,624		1,214,300 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	880,181	243,499	31,996	58,624	-	1,214,300
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	44,649	12,352	1,623	(58,624)		- CapValGen
<i>Total Modifications</i>	-	44,649	12,352	1,623	(58,624)	-	-
Total Costs and Modifications	-	924,830	255,851	33,619	-	-	1,214,300

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	924,830	255,851	33,619	-	-	1,214,300
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	924,830	255,851	33,619	-	-	1,214,300

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : ECONOMIC DEVELOPMENT & EMPLOYMENT

Overall Service Objectives

These services contribute towards the following Council Strategic Objectives:
A1, A2, A3, A4, B1 and B4.

Description

- To support a range of organisations whose outcomes provide economic benefit and/or employment opportunities for the city.
 - Event Seeding Fund - \$160,000: To assist events to be hosted in Christchurch which provide significant economic benefit to the city.
 - Christchurch Christmas Parade - \$40,000: To assist with the costs associated with the storage of floats & Health and safety plans.
 - New Zealand Conservation Trust. \$20,000: To assist with their Education and advocacy position.
 - Orana Park - \$150,000: To assist with the operational costs of the Park.
 - Science Centre - \$225,000: To assist with the operational costs of the Centre.
 - Conference and Similar Events Bridging Loan Fund 2002/2003 - \$150,000: Transferred to this fund.
 - Birdlands Sanctuary - \$30,000: To assist with the Managers salary.

Forward Commitments

- Conference and Similar Events Bridging Loan Fund. A five year commitment to establish a \$500,000 fund. 2002/2003 \$150,000; 2003/2004 \$100,000. To be transferred to this fund. 2002/2003 is year Three.
- Birdlands Sanctuary. A three year commitment to support the managers position with \$30,000 pa. 2002/2003 is year two.

Objectives for 2002/03

For text see page 3.1.text.7.i.

Performance Indicators

For text see page 3.1.text.7.i.

3.1.9

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : ECONOMIC DEVELOPMENT AND EMPLOYMENT	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Events Seeding Grants	210,000	160,000
Orana Park	162,000	150,000
Science Alive	242,000	225,000
Christchurch Christmas Parade Trust	26,500	40,000
NZ Conservation Trust	10,000	20,000
Conference and Similar Events bridging	150,000	0
Birdlands Sanctuary Trust	30,000	30,000
	-----	-----
TOTAL COST ECONOMIC DEVELOPMENT & EMPLOYMENT	830,500	625,000
	=====	=====

3.1.funding.text.9

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT: ECONOMIC DEVELOPMENT & EMPLOYMENT

Description Provision of grants to community organisations as listed in the Annual Financial Plan.

Benefits The funds enhance the community organisations and through them the community.

Strategic Objectives A1, A2, A3, A4 *CCC Policy*

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The amenity of the entire community increases as a result of the supported projects.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.1.funding.9

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : ECONOMIC DEVELOPMENT & EMPLOYMENT

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	453,029	125,329	16,468	30,174		625,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	453,029	125,329	16,468	30,174	-	625,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	22,981	6,358	835	(30,174)		- CapValGen
<i>Total Modifications</i>	-	22,981	6,358	835	(30,174)	-	-
Total Costs and Modifications	-	476,010	131,687	17,304	-	-	625,000

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	476,010	131,687	17,304	-	-	625,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	476,010	131,687	17,304	-	-	625,000

3.1.text.10.i

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : ARTS & HERITAGE

For text see pages 3.1.text.10.ii and 3.1.text.10.iii.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : ARTS & HERITAGE (CONTD)

Overall Service Objectives

These services contribute towards the following Council Strategic Objectives:

A1, A2, A3, A4, A5, B1 and C2.

Description

- To support a range of organisations whose outcomes enhance or develop the cultural and heritage well being of the city.
 - Community Arts Council - \$6,500: \$2,000 To cover the administration costs (CCC) and \$4,500 to the CAC towards administration support.
 - Creative New Zealand (Creative Communities) - \$200,000: To subsidise projects that assist in the development of arts and culture in the local community in line with Creative New Zealand guidelines.
 - National Marae - \$65,000: To assist with ground maintenance \$5,000 and the Manager's position, \$60,000.
 - Ferrymead Historic Park - \$155,000: \$50,000 for the Directors salary and \$70,000 for operational costs including activities programme and Site Supervisors Salary, plus \$35,000 towards a Visitor Experience Manager position.
 - Christchurch Symphony Orchestra - \$290,000: \$220,000 general administration grant, \$70,000 for the schools programme. On the condition that the Orchestra provides accompaniment for Candlelight Opera and Classical Sparks.
 - Music Centre of Christchurch - \$45,000: To assist with the administration of the Centre.
 - Canterbury Opera - \$62,000: To assist with general programmes and projects.
 - Court Theatre - \$55,000: To assist with operational costs.
 - Theatre Royal - \$55,000: \$50,000 as an operational grant (one off) and \$5,000 towards maintenance projects.
 - Christchurch Orchestra Users Group - \$60,000: To assist orchestra user organisations with the costs of hiring the Christchurch Symphony Orchestra.
 - Christchurch City Choir - \$35,000: To assist to maintain the Music Directors position primarily and general expenses.
 - Tramway Historical Society Inc. - \$10,000: To assist with the restoration of electric tramcar No. 26.
 - Arts Centre - \$20,000- \$10,000 To assist with an Artist in Residence position and \$10,000 towards public seating.
 - Christchurch Drama Centre Trust - \$14,000: To assist with rent and operational costs.
 - Christchurch Civic Music Council - \$5,000: To assist with general administration.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : ARTS & HERITAGE (CONTD)

Forward Commitments

- National Marae - \$60,000: A three year commitment to support the manager's position. 2001/2002 is year One.

Objectives for 2002/03

For text see page 3.1.text.7.i.

Performance Indicators

For text see page 3.1.text.7.i.

3.1.10

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : ARTS & HERITAGE	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Community Arts Council (Admin Support)	6,500	6,500
Creative Communities	200,000	200,000
National Marae	73,000	65,000
Ferrymead Trust	155,000	155,000
Christchurch Symphony Orchestra	270,000	290,000
Canterbury Opera	62,000	62,000
Music Centre of Christchurch	45,000	45,000
Court Theatre	55,000	55,000
Christchurch City Choir	35,000	35,000
Orchestra Users Group	50,000	60,000
High St Project	15,000	0
Tramway Historical Society Inc	10,000	10,000
Arts Centre	10,000	10,000
Theatre Royal	40,000	55,000
Christchurch Civic Music Council	5,000	5,000
Christchurch Drama Centre	14,000	14,000
Artist in Residence	0	10,000
TOTAL COST	1,045,500	1,077,500
EXTERNAL REVENUE		
Arts Council	200,000	200,000
TOTAL REVENUE	200,000	200,000
NET COST ARTS & HERITAGE	845,500	877,500

3.1.funding.text.10

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT: ARTS & HERITAGE

Description Provision of grants to community organisations as listed in the Annual Financial Plan.

Benefits The funds enhance the community organisations and through them the community.

Strategic Objectives A1, A2, A3, A4 **CCC Policy**

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The amenity of the entire community increases as a result of the supported projects.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.1.funding.10

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : ARTS & HERITAGE

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	781,022	216,067	28,392	52,020		1,077,500 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	781,022	216,067	28,392	52,020	-	1,077,500
<i>Modifications</i>							
Transfer User Costs to Rating	200,000	(144,969)	(40,105)	(5,270)	(9,656)		- CapValAll
Non-Rateable	-	32,265	8,926	1,173	(42,364)		- CapValGen
<i>Total Modifications</i>	200,000	(112,704)	(31,179)	(4,097)	(52,020)	-	-
Total Costs and Modifications	200,000	668,318	184,888	24,295	-	-	1,077,500

Funded By

18.56% User Charges	200,000						200,000
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
81.44% Capital Value Rating	-	668,318	184,888	24,295	-	-	877,500
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	200,000	668,318	184,888	24,295	-	-	1,077,500

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : RECREATION & SPORT

Overall Service Objectives

These services contribute towards the following Council Strategic Objectives: A1, A2, A3, A4, A5, B1 and C2.

Description

- To support a range of organisations whose outcomes enhance the City's sporting and recreational opportunities and in many instances provide economic benefit to the city.
 - Hillary Commission Community Sport Fund - \$350,000: To assist organisations carry out sport, fitness and physical leisure projects in line with the Hillary Commissions guidelines.
 - Canterbury Surf Life Saving Association - \$117,800: To assist surf clubs with weekend volunteer patrols, \$35,000 and for paid surf patrols over summer \$82,800.
 - Parafed Canterbury - \$18,000: To assist this organisation to continue to provide their specialised gym services.
 - Canterbury Gymsports Inc.- \$10,000: To assist with initial project costs.
 - Canterbury Car Club - \$40,000: To assist with the ongoing development of Ruapuna Park.
 - Canterbury Tennis - \$75,000: To service a loan for their new indoor development at Wilding Park.
 - Table Tennis Canterbury - \$26,500: To assist with their building maintenance and equipment.
 - Sumner Lifeboat Institution - \$32,825: \$25,000 towards their building developments and \$7,825 To assist with power etc. \$1,800, professional fees \$2,000 and \$4,025 to the slipway maintenance fund.
 - Crichton Cobbers - \$10,000: To assist with operational costs.

Forward Commitments

- Parafed Canterbury. A three year commitment to support their gym programmes. 2002/2003 \$18,000 Year one
- Sumner Lifeboat Institution. A two year commitment to support their building development project. 2002/2003 \$25,000 Year one
- Crichton Cobbers - \$10,000 : A three year commitment of \$10,000. 2002/2003 is year two.

Objectives for 2002/03

For text see page 3.1.text.7.i.

Performance Indicators

For text see page 3.1.text.7.i.

3.1.11

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : RECREATION & SPORT	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Hillary Commision Community Sport Fund	375,000	350,000
Canterbury Surf Life Saving Association	100,900	117,800
Ruapuna Development	40,000	40,000
Canterbury Lawn Tennis Association	75,000	75,000
Parafed Canterbury	20,000	18,000
Victory Park Board	52,000	0
Table Tennis Canterbury	40,000	26,500
Sumner Lifeboat Institution	6,650	32,825
Crighton Cobbers	10,000	10,000
Canterbury Gymsports Incorporated	0	10,000
	-----	-----
TOTAL COST	719,550	680,125
EXTERNAL REVENUE		
Hillary Commission Subsidy	375,000	350,000
	-----	-----
TOTAL REVENUE	375,000	350,000
	-----	-----
NET COST RECREATION & SPORT	344,550	330,125
	=====	=====

3.1.funding.text.11

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT: RECREATION & SPORT

Description Provision of grants to community organisations as listed in the Annual Financial Plan.

Benefits The funds enhance the community organisations and through them the community.

Strategic Objectives A1, A2, A3, A4 **CCC Policy**

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The amenity of the entire community increases as a result of the supported projects.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.1.funding.11

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : RECREATION & SPORT

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	492,986	136,383	17,921	32,835		680,125 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	492,986	136,383	17,921	32,835	-	680,125
<i>Modifications</i>							
Transfer User Costs to Rating	350,000	(253,696)	(70,184)	(9,222)	(16,897)		- CapValAll
Non-Rateable	-	12,138	3,358	441	(15,938)		- CapValGen
<i>Total Modifications</i>	350,000	(241,558)	(66,826)	(8,781)	(32,835)	-	-
Total Costs and Modifications	350,000	251,428	69,557	9,140	-	-	680,125

Funded By

51.46% User Charges	350,000						350,000
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
48.54% Capital Value Rating	-	251,428	69,557	9,140	-	-	330,125
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	350,000	251,428	69,557	9,140	-	-	680,125

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : ENVIRONMENT & PARKS

Overall Service Objectives

These services contribute towards the following Council Strategic Objectives: A1, A3, C1, C2 and C3. (See page 25 & 26 of the Annual Plan.)

Description

- To support a range of organisations whose outcomes enhance the Garden City image.
 - Christchurch Beautifying Association - \$25,000: To assist with the costs associated with the Street and Garden competitions.
 - Orton Bradley Park - \$30,000: For Asset Maintenance, landscape work, signage and stage one of the arboretum.
 - Port Hills Trust Board - \$20,000: To assist with operating costs and native plant revegetation.
 - Summit Road Society - \$20,000: To assist with administration costs, track work, fencing, gorse control and possum control.
 - Canterbury Horticultural Society- \$3,000: To assist with the costs associated with the Native Garden Awards.

Objectives for 2002/03

For text see page 3.1.text.7.i.

Performance Indicators

For text see page 3.1.text.7.i.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
OUTPUT :ENVIRONMENT & PARKS		
DIRECT COSTS		
Christchurch Beautifying Association	23,000	25,000
Orton Bradley Park	30,000	30,000
Summit Road Society	18,000	20,000
Port Hills Parks Trust Board	15,000	20,000
Canterbury Horticultural Society	0	3,000
	-----	-----
TOTAL COST ENVIRONMENT & PARKS	86,000	98,000
	=====	=====

3.1.funding.text.12

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT: ENVIRONMENT & PARKS

Description Provision of grants to community organisations as listed in the Annual Financial Plan.

Benefits The funds enhance the community organisations and through them the community.

Strategic Objectives A1, A2, A3, A4 **CCC Policy**

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The amenity of the entire community increases as a result of the supported projects.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.1.funding.12

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : ENVIRONMENT & PARKS

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	71,035	19,652	2,582	4,731		98,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	71,035	19,652	2,582	4,731	-	98,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	3,603	997	131	(4,731)		- CapValGen
<i>Total Modifications</i>	-	3,603	997	131	(4,731)	-	-
Total Costs and Modifications	-	74,638	20,648	2,713	-	-	98,000

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	74,638	20,648	2,713	-	-	98,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	74,638	20,648	2,713	-	-	98,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : CORPORATE SERVICES

Overall Service Objectives

These services contribute towards the following Council Strategic Objectives D1, D3, D4, F3 and F5.

Description

- Costs associated with corporate benefits to the City through greater efficiencies and effectiveness.
 - Management Reviews - \$15,000: To evaluate and monitor grant applicants as required.

Forward Commitments

Objectives for 2002/03

For text see page 3.1.text.7.i.

Performance Indicators

For text see page 3.1.text.7.i.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : CORPORATE SERVICES	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Management Reviews	15,000	15,000
Centre for Advanced Engineering	10,000	0
ALLOCATED COSTS		
Allocated Costs Leisure Unit	113,609	116,609
Alloc O/Head - Corporate Overhead	0	105,669
TOTAL COST CORPORATE SERVICES	----- 138,609	----- 237,278
	=====	=====
 TOTAL NET COST GRANTS TO COMMUNITY ORGANISATIONS	 ----- 3,480,959	 ----- 3,382,203
	=====	=====

3.1.funding.text.13

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT: CORPORATE SERVICES

Description Provision of grants to community organisations as listed in the Annual Financial Plan.

Benefits The funds enhance the community organisations and through them the community.

Strategic Objectives A1, A2, A3, A4 *CCC Policy*

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The amenity of the entire community increases as a result of the supported projects.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.1.funding.13

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES AND REVENUES
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : CORPORATE SERVICES

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	171,990	47,580	6,252	11,455		237,278 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	171,990	47,580	6,252	11,455	-	237,278
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	8,725	2,414	317	(11,455)		- CapValGen
<i>Total Modifications</i>	-	8,725	2,414	317	(11,455)	-	-
Total Costs and Modifications	-	180,714	49,994	6,569	-	-	237,278

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	180,714	49,994	6,569	-	-	237,278
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	180,714	49,994	6,569	-	-	237,278

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	CAPITAL OUTPUTS

OUTPUT : CORPORATE CAPITAL OUTPUTS	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
ASSETS		
Capital Financing Costs (Rates)	0	764,555
Lyttelton Boating Facilities - Access/Breakwater provision	0	1,000,000
Capital Contingency Provision	0	2,000,000
INVESTMENTS		
Investment - Travis Finance Ltd	0	0
Sale of Selwyn Plantation Board Ltd to Christchurch City Holdings Ltd	-35,000,000	0
Sale of City Care Ltd to Christchurch City Holdings Ltd	-12,000,000	0
	-----	-----
TOTAL CAPITAL OUTPUTS	-47,000,000	3,764,555
	=====	=====

3.1.15

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE EXPENSES, REVENUES & GRANTS
OUTPUT CLASS:	CAPITAL OUTPUTS

Description	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
NEW ASSETS					
Fived Assets					
Capital Financing Costs (Rates)	764,555	764,555	764,555	764,555	764,555
Lyttelton Boating Facilities - Access/Breakwater provision	1,000,000	1,000,000	1,000,000		
Capital Contingency Provision	2,000,000	4,000,000	4,000,000	4,000,000	4,000,000
Investments					
Investment - Travis Finance Ltd	0				
Sale of Selwyn Plantation Board Ltd to Christchurch City Holdings	0				
Sale of City Care Ltd to Christchurch City Holdings Ltd	0				
TOTAL NEW ASSETS	<u>3,764,555</u>	<u>5,764,555</u>	<u>5,764,555</u>	<u>4,764,555</u>	<u>4,764,555</u>
TOTAL CAPITAL	<u>\$3,764,555</u>	<u>\$5,764,555</u>	<u>\$5,764,555</u>	<u>\$4,764,555</u>	<u>\$4,764,555</u>
Annual Plan 2001/2002	(\$47,000,000)	\$0	\$0	\$0	\$0
	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
NEW ASSETS					
Fived Assets					
Capital Financing Costs (Rates)	764,555	764,555	764,555	764,555	764,555
Capital Contingency Provision	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
TOTAL NEW ASSETS	<u>4,764,555</u>	<u>4,764,555</u>	<u>4,764,555</u>	<u>4,764,555</u>	<u>4,764,555</u>
TOTAL CAPITAL	<u>\$4,764,555</u>	<u>\$4,764,555</u>	<u>\$4,764,555</u>	<u>\$4,764,555</u>	<u>\$4,764,555</u>
Annual Plan 2001/2002	\$0	\$0	\$0	\$0	\$0

3.2.0

*PUBLIC
ACCOUNTABILITY*

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	OUTPUT SUMMARY

Overall Objectives

To achieve the purposes of local government including:

- Recognition of the identity, values and rights of and within the community of Christchurch City.
- Exercise of choice in the provision of public facilities and services.
- Effective public participation in local government.

By providing for and promoting:

- Civic leadership.
- The democratic process of decision making.
- The public accountability of the Council.
- Effective policy advice to elected members.

Key Changes

Committed Costs (Operating)

- Increased provision has been made to cover the increases in Elected Members salaries and meeting allowances. \$144,500

Capital Cost Increases > 2%

- Mayor's Office – replacement of furniture and fittings in the Mayor's lounge \$10,000

Resources Employed

Establishment within this budget for support services in Mayor's Office is 3 FTEs.

Establishment of Mayor and Councillors is 25 FTEs.

Establishment of Community Board members is 36 FTEs.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	OUTPUT SUMMARY

		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
OUTPUT CLASS EXPENDITURE			
ELECTED MEMBER REPRESENTATION			
Mayoral	Page 3.2.2	579,552	595,013
Councillors	Page 3.2.3	2,116,146	2,125,217
Community Boards	Page 3.2.4	828,793	914,756
Elections	Page 3.2.5	650,000	0
DECISION MAKING			
Policy Advice	Page 3.2.6	1,783,417	1,390,219
Trading Activities Monitoring	Page 3.2.6	37,354	41,699
Meetings	Page 3.2.7	1,850,303	1,835,209
Corporate Research Projects	Page 3.2.7	118,638	113,740
Statutory Reporting & Communication	Page 3.2.8	681,846	714,160
PROJECT AND DISCRETIONARY EXPENDITURE			
Receptions	Page 3.2.9	252,352	220,212
Community Board Discretionary Funding	Page 3.2.9	514,710	396,729
Mayoral Projects	Page 3.2.10	55,000	56,540
TOTAL COSTS PUBLIC ACCOUNTABILITY		----- 9,468,111	----- 8,403,493
OUTPUT CLASS RECOVERIES			
ELECTED MEMBER REPRESENTATION			
Councillors	Page 3.2.3	25,000	25,000
Elections	Page 3.2.5	95,500	0
TOTAL RECOVERIES		----- 120,500	----- 25,000
TOTAL NET COST OF PUBLIC ACCOUNTABILITY		=====	=====
		9,347,611	8,378,493
COST OF CAPITAL EMPLOYED			
		3,136	2,291
CAPITAL OUPUTS			
	Page 3.2.11	3,000	14,500

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
ACTIVITY:	ELECTED MEMBER REPRESENTATION

OUTPUT: MAYORAL

Overall Objectives

Mayoral representation:

- Provide leadership and vision to elected members in the exercise of the functions, duties and powers of the Council.
- Represent provide leadership and vision, and advocate the interests of the city and its citizens, both within and beyond its boundaries.
- Help to promote, enliven and enhance the city.
- Help the facilitation and fulfilment of the community's strongly-felt needs such as community consultation and full employment.
- Preside over meetings of the Council

Mayoral support services:

- Timetable, manage and support the implementation of the Mayor's goals and the Mayor's, Mayoress's and Deputy Mayor's programme of projects and activities, including communications, diary and meeting schedules and ongoing clerical activities.
- Provide management, research and resourcing support for Mayor's projects.
- Facilitate the community's and the tangata whenua's access to the Mayor and Deputy Mayor, and referral on to appropriate Council business units.
- Draft and process Mayoral correspondence, speeches and other forms of communication and ensure a timely response to all communications received.
- Respond to phone calls in a pleasant, helpful and efficient manner and assist citizens with their enquiries and complaints appropriately.

Objectives for 2002/03

Mayoral support services:

1. Progress, manage and support the Mayor's major goals and projects through the provision of a research, co-ordinating resourcing support service and networking capability.
2. Provide quality speech writing, secretarial and clerical services.
3. Provide a prompt, user friendly service to the public in their communications with the Mayor and Deputy Mayor.

Performance Indicators

- 1.1 Mayor satisfied with quality and timeliness of requested research and related services and that his projects are being progressed.
- 2.1 Secretarial, telephone and clerical services provided to a quality and timeliness that reflects well on the office of the Mayor.

3.2.2

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	ELECTED MEMBER REPRESENTATION

OUTPUT : MAYORAL	2001/2002	2002/2003
	BUDGET	BUDGET
	\$	\$
Sub-Output: Mayoral Honorarium		
DIRECT COSTS		
Mayoral Honorarium	100,000	105,000
	-----	-----
	100,000	105,000
	=====	=====
Sub-Output: Mayors Office		
DIRECT COSTS		
Administration Costs	88,500	95,000
	-----	-----
TOTAL DIRECT COSTS	88,500	95,000
	-----	-----
ALLOCATED COSTS		
Allocated Overhead - Mayors Office	373,372	360,738
Allocated overhead - Community Relations	17,680	18,050
Alloc O/Head - Output Corporate Overheads Cost Centre	0	16,224
	-----	-----
TOTAL ALLOCATED COSTS	391,052	395,013
	=====	=====
TOTAL NET COST - MAYORS OFFICE	479,552	490,013
	=====	=====
TOTAL NET COST - MAYORAL	579,552	595,013
	=====	=====
Cost of Capital Employed	3,136	2,291

3.2.funding.text.2

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	ELECTED MEMBER REPRESENTATION

OUTPUT: MAYORAL

Description Provide for the functions of Mayor; provide research and administrative support to the Mayor.

Benefits Facilitates democratic governance of the City by providing and supporting the elected leadership of the City.

Strategic Objectives D1-5, G1-2, **CCC Policy** Statutory requirement

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The provision of local government and opportunities to participate in democratic process are considered to benefit the community as a whole. The entire benefit is assessed as general.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.2.funding.2

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	ELECTED MEMBER REPRESENTATION

OUTPUT : MAYORAL

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	431,292	119,316	15,678	28,726		595,013 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	431,292	119,316	15,678	28,726	-	595,013
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	21,878	6,053	795	(28,726)		- CapValGen
<i>Total Modifications</i>	-	21,878	6,053	795	(28,726)	-	-
Total Costs and Modifications	-	453,171	125,368	16,474	-	-	595,013

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	453,171	125,368	16,474	-	-	595,013
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	453,171	125,368	16,474	-	-	595,013

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	ELECTED MEMBER REPRESENTATION

OUTPUT : COUNCILLORS

Description

- Participate in the collective decision making of the Council in exercising the functions, duties and powers vested in the Council.
- Respond to the requests of residents with appropriate advice to and representations on their behalf.
- Represent and advocate the interests of the city, both within and beyond its boundaries.

Objective for 2002/03

1. Review and agree proposed outputs and their levels of service, and appropriate adequate resources for their effective delivery in accordance with the Council's strategic objectives.

Performance Indicators

- 1.1 Proportion of residents satisfied with the value for money spent on providing Council services, as disclosed by the Annual Residents' Survey.
- 1.2 Residents' overall satisfaction with Christchurch as a place to live, work and spend time, at least 95%.

3.2.3

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	ELECTED MEMBER REPRESENTATION

OUTPUT : COUNCILLORS

	2001/2002	2002/2003
	BUDGET	BUDGET
	\$	\$
DIRECT COSTS		
Support Service Costs	208,000	201,750
ALLOCATED COSTS		
Alloc O/Head - Building Rent	309,642	310,086
Alloc O/Head - Councillors Cost Centre	1,598,504	1,554,840
Alloc O/Head - Output Corporate Overheads Cost Centre	0	58,541
TOTAL COSTS	2,116,146	2,125,217
REVENUE		
Internal Recoveries	25,000	25,000
TOTAL REVENUE	25,000	25,000
TOTAL NET COSTS - COUNCILLORS	2,091,146	2,100,217

3.2.funding.text.3

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	ELECTED MEMBER REPRESENTATION

OUTPUT: COUNCILLORS

Description Provide for elected members, including administrative support.

Benefits Facilitates democratic governance of the City by providing and supporting the elected leadership of the City.

Strategic Objectives D1-5, G1-2, **CCC Policy** Statutory requirement

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The provision of local government and opportunities to participate in democratic process are considered to benefit the community as a whole. The entire benefit is assessed as general.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.2.funding.3

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	ELECTED MEMBER REPRESENTATION

OUTPUT : COUNCILLORS

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	1,540,455	426,162	55,999	102,602		2,125,217 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	1,540,455	426,162	55,999	102,602	-	2,125,217
<i>Modifications</i>							
Transfer User Costs to Rating	25,000	(18,121)	(5,013)	(659)	(1,207)		- CapValAll
Non-Rateable	-	77,224	21,364	2,807	(101,395)		- CapValGen
<i>Total Modifications</i>	25,000	59,103	16,351	2,148	(102,602)	-	-
Total Costs and Modifications	25,000	1,599,558	442,512	58,147	-	-	2,125,217

Funded By

1.18% User Charges	25,000						25,000
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
98.82% Capital Value Rating	-	1,599,558	442,512	58,147	-	-	2,100,217
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	25,000	1,599,558	442,512	58,147	-	-	2,125,217

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	ELECTED MEMBER REPRESENTATION

OUTPUT : COMMUNITY BOARDS

Description

- Each of the six community boards comprises six elected members and three members appointed by the Council. They meet on a monthly basis to participate in the collective decision making of the Council and receive administrative support from one of six service centres.
- Boards are charged with representing and advocating the interests of their respective communities and with responding to the requests of residents with appropriate advice to and representations on their behalf.

In particular Community Boards are tasked with:

- (a) The consideration of and reporting on of all matters referred to them by the Council or any matter of interest or concern to the Board.
- (b) The overview of road works, water supply, sewerage, stormwater drainage, parks, recreational facilities, community activities, and traffic management within their community area.
- (c) The preparation of a statement of priorities and related annual submission to the planning process of the Council identifying the needs of and proposing expenditure within their community area.
- (d) Ongoing liaison with community organisations and special interest groups within the community area.
- (e) Performing such other functions as are delegated.

Objective for 2002/03

1. That each Community Board's objectives as detailed in its respective Community Plan be achieved.

Performance Indicator

- 1.1 That each Community Board receive a progress report on the implementation of their objectives in February and a final report on the outcomes at the end of the financial year.

3.2.4

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	ELECTED MEMBER REPRESENTATION

OUTPUT : COMMUNITY BOARDS

2001/2002	2002/2003
BUDGET	BUDGET
\$	\$

ALLOCATED COSTS

Allocated O/head - Burwood/Pegasus Community Board Cost Centre	130,490	145,784
Allocated O/head - Fendalton/Waimairi Community Board Cost Centre	133,261	143,564
Allocated O/head - Hagley/Ferrymead Community Board Cost Centre	164,311	179,314
Allocated O/head - Spreydon/Heathcote Community Board Cost Centre	132,911	147,164
Allocated O/head - Shirley/Papanui Community Board Cost Centre	124,911	135,164
Allocated O/head - Riccarton/Wigram Community Board Cost Centre	142,911	140,564
Alloc O/Head - Output Corporate Overheads Cost Centre	0	23,202
	-----	-----
TOTAL COST COMMUNITY BOARDS	828,793	914,756
	=====	=====
TOTAL NET COSTS - COMMUNITY BOARDS	828,793	914,756
	=====	=====

3.2.funding.text.4

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	ELECTED MEMBER REPRESENTATION

OUTPUT: COMMUNITY BOARDS

Description Provide for the operation of six Community Boards.

Benefits Facilitates democratic governance of the City by providing and supporting the elected leadership of the City.

Strategic Objectives D1-5, G1-2, **CCC Policy** Statutory requirement

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The provision of local government and opportunities to participate in democratic process are considered to benefit the community as a whole. The entire benefit is assessed as general.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.2.funding.4

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	ELECTED MEMBER REPRESENTATION

OUTPUT : COMMUNITY BOARDS

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	663,057	183,433	24,103	44,163		914,756 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	663,057	183,433	24,103	44,163	-	914,756
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	33,635	9,305	1,223	(44,163)		- CapValGen
<i>Total Modifications</i>	-	33,635	9,305	1,223	(44,163)	-	-
Total Costs and Modifications	-	696,692	192,738	25,326	-	-	914,756

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	696,692	192,738	25,326	-	-	914,756
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	696,692	192,738	25,326	-	-	914,756

3.2.text.5

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	ELECTED MEMBER REPRESENTATION

OUTPUT : ELECTIONS

Description

Local Body Elections are held every 3 years. The next elections will be in 2003/04

3.2.5

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	ELECTED MEMBER REPRESENTATION

OUTPUT : ELECTIONS	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Administration Costs	377,000	0
Election Issues Research	0	0
	-----	-----
TOTAL DIRECT COSTS	377,000	0
	-----	-----
ALLOCATED COSTS		
Allocated Overhead - Elections C/C	228,000	0
Allocated Overhead-Committee Secretariat	45,000	0
Alloc O/Head - Output Corporate Overheads Cost Centre	0	0
	-----	-----
TOTAL ALLOCATED COSTS	273,000	0
	-----	-----
TOTAL COSTS	650,000	0
	=====	=====
EXTERNAL REVENUE		
Canterbury Regional Council Contribution	75,000	0
Electoral Roll Sales	0	0
Electoral Deposits Forfeited	500	0
District Health Board Contribution	20,000	0
	-----	-----
TOTAL REVENUE - ELECTIONS	95,500	0
	=====	=====
NET COST - ELECTIONS	554,500	0
	=====	=====

3.2.funding.text.5

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	ELECTED MEMBER REPRESENTATION

OUTPUT: ELECTIONS

Description Prepare for the triennial election

Benefits Facilitates democratic governance of the City.

Strategic Objectives D1-5, G1-2, **CCC Policy** Statutory requirement

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The provision of local government and opportunities to participate in democratic process are considered to benefit the community as a whole. The entire benefit is assessed as general.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

The Canterbury Regional Council and Canterbury District Health Board are the direct beneficiaries of contract services.

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

The costs of direct benefits shall be fully recovered from users.

Control Negative Effects

3.2.funding.5

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	ELECTED MEMBER REPRESENTATION

OUTPUT : ELECTIONS

Customer Residential Commercial Rural Institutions Grants Total Method

Costs and Modifications

Costs

100.00% General Benefits	-	0	0	0	0		0 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0

<i>Total Costs</i>	-	0	0	0	0	-	0
--------------------	---	---	---	---	---	---	---

Modifications

Transfer User Costs to Rating	-	-	-	-	-		- CapValGen
Non-Rateable	-	0	0	0	(0)		- CapValGen

<i>Total Modifications</i>	-	0	0	0	(0)	-	-
----------------------------	---	---	---	---	-----	---	---

Total Costs and Modifications	-	0	0	0	-	-	0
-------------------------------	---	---	---	---	---	---	---

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	0	0	0	-	-	0
0.00% Uniform Annual Charge		-	-	-			-

Total Funded By	-	0	0	0	-	-	0
-----------------	---	---	---	---	---	---	---

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	DECISION MAKING

OUTPUTS

- **POLICY ADVICE**
- **TRADING ACTIVITIES MONITORING**

Description

- Providing leadership in policy advice to elected members by management team and community managers.
- Liaise with trading activities and facilitate negotiation of the annual Statement of Corporate Intent and monitor and report the financial performance of the group of organisations in which the Council has a pecuniary interest, monitor the performance of these entities ensuring adequate and appropriate information is available for the Council and the public at large.

Objectives for 2002/03

1. Provide timely, quality policy advice.
2. Ensure the negotiation of Statements of Corporate Intent for the Local Authority Trading Enterprises and comparable documents for similar organisations in which the Council has a significant interest.

Performance Indicators

- 1.1 All policy reports requested of Senior Management completed within the specified time frame.
- 1.2 As determined by Annual Survey, elected members satisfied with quality of advice reports, at least 90%.
- 2.1 Contents of all Statements of Corporate Intent or similar documents in compliance with Section 594T of the Local Government Act.
- 2.2 All statements finalised within three months of commencement of the relevant corporate body's financial year.

3.2.6

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	DECISION MAKING

OUTPUT : POLICY ADVICE	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
NZ Local Government Association	73,867	75,000
ALLOCATED COSTS		
City Managers Office (Advice)	194,144	199,628
Legal Services	275,608	175,749
Director of Finance	14,809	26,692
Director of Operations (Internal Change/Management)	77,124	98,343
Director of Business Projects (Advice)	22,619	25,724
Director of Policy	722,872	340,268
Director of Information (Advice)	69,366	65,110
Financial Services - Corporate Plan	22,935	25,388
Community Advocacy (Advice)	310,075	310,459
Alloc O/Head - Output Corporate Overheads Cost Centre	0	47,859
TOTAL COST POLICY ADVICE	----- 1,783,417	----- 1,390,219
	=====	=====
OUTPUT : TRADING ACTIVITIES MONITORING		
ALLOCATED COSTS		
Director of Finance	2,116	2,205
Director of Business Projects	35,238	38,448
Alloc O/Head - Output Corporate Overheads Cost Centre	0	1,046
TOTAL COST TRADING ACTIVITIES MONITORING	----- 37,354	----- 41,699
	=====	=====

3.2.funding.text.6

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	DECISION MAKING

OUTPUT: POLICY ADVICE

Description Provide policy advice to elected members by management team and community managers.

Benefits Quality advice to assist the democratic governance of the city through the support for decision making.

Strategic Objectives D1-5, F1-7,G1-2, **CCC Policy** Individual Output Policies, Seeking Community Views

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The provision of local government and opportunities to participate in democratic process are considered to benefit the community as a whole. The entire benefit is assessed as general.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.2.funding.6

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	DECISION MAKING

OUTPUT : POLICY ADVICE

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	1,007,695	278,775	36,632	67,117		1,390,219 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	1,007,695	278,775	36,632	67,117	-	1,390,219
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	51,118	14,141	1,858	(67,117)		- CapValGen
<i>Total Modifications</i>	-	51,118	14,141	1,858	(67,117)	-	-
Total Costs and Modifications	-	1,058,812	292,917	38,490	-	-	1,390,219

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	1,058,812	292,917	38,490	-	-	1,390,219
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	1,058,812	292,917	38,490	-	-	1,390,219

3.2.funding.text.6

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	DECISION MAKING

OUTPUT: TRADING ACTIVITIES MONITORING

Description Liaise with trading activities; negotiate annual statements of corporate intent; monitor and report on entities in which the Council has a pecuniary interest.

Benefits The efficient management of the trading activities and LATEs such that the investment is sustained and the yield is maximised both in financial, economic and social terms.

Strategic Objectives D1-5, F1-7,G1-2, **CCC Policy** Investment Policy, Financial Management Policy, Guidelines for the appointment and conduct of Directors

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

This is an essential role of the Council as there are significant investments. The income return on these investments are considered general benefits. The monitoring is therefore general benefits

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.2.funding.6

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	DECISION MAKING

OUTPUT : TRADING ACTIVITIES MONITORING

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	30,225	8,362	1,099	2,013		41,699 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	30,225	8,362	1,099	2,013	-	41,699
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	1,533	424	56	(2,013)		- CapValGen
<i>Total Modifications</i>	-	1,533	424	56	(2,013)	-	-
Total Costs and Modifications	-	31,758	8,786	1,154	-	-	41,699

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	31,758	8,786	1,154	-	-	41,699
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	31,758	8,786	1,154	-	-	41,699

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	DECISION MAKING

OUTPUTS

- **MEETINGS**
- **CORPORATE RESEARCH PROJECTS**

Description

- Provision of secretarial support to facilitate the meetings of the Council, its Committees and Sub-Committees and Community Boards.
- Provide a prompt and efficient follow up on all requests from the Ombudsman.

Objective for 2002/03

1. Implement an agreed programme of elected member meetings.

Performance Indicator

- 1.1 All meetings of elected members held in compliance with the provisions of the Local Government Official Information and Meetings Act.

3.2.7

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	DECISION MAKING

	2001/2002	2002/2003
	BUDGET	BUDGET
	\$	\$
OUTPUT : MEETINGS		
ALLOCATED COSTS		
Community Secretarial	847,625	854,786
Corporate Secretarial	1,002,678	928,624
Alloc O/Head - Output Corporate Overheads Cost Centre	0	51,799
	-----	-----
TOTAL COST MEETINGS	1,850,303	1,835,209
	=====	=====
OUTPUT : CORPORATE RESEARCH PROJECTS		
DIRECT COSTS		
Community Boundaries Review	0	0
	-----	-----
TOTAL DIRECT COSTS	0	0
	-----	-----
ALLOCATED COSTS		
Operations Directorate (Internal Ombudsman)	118,638	110,418
Alloc O/Head - Output Corporate Overheads Cost Centre	0	3,321
	-----	-----
TOTAL ALLOCATED COSTS	118,638	113,740
	-----	-----
TOTAL COST - CORPORATE RESEARCH PROJECTS	118,638	113,740
	=====	=====

3.2.funding.text.7

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	DECISION MAKING

OUTPUT: MEETINGS

Description Secretarial support to the Council, its committees, and Community Boards.

Benefits The governance of the city is facilitated by this output.

Strategic Objectives D1-5, G1-2, **CCC Policy** Response to statutory requirement, Availability of agendas & reports

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The provision of local government and opportunities to participate in democratic process are considered to benefit the community as a whole. The entire benefit is assessed as general.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.2.funding.7

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	DECISION MAKING

OUTPUT : MEETINGS

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	1,330,244	368,008	48,357	88,601		1,835,209 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	1,330,244	368,008	48,357	88,601	-	1,835,209
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	67,480	18,668	2,453	(88,601)		- CapValGen
<i>Total Modifications</i>	-	67,480	18,668	2,453	(88,601)	-	-
Total Costs and Modifications	-	1,397,723	386,676	50,810	-	-	1,835,209

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	1,397,723	386,676	50,810	-	-	1,835,209
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	1,397,723	386,676	50,810	-	-	1,835,209

3.2.funding.text.7

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	DECISION MAKING

OUTPUT: CORPORATE RESEARCH PROJECTS

Description Provide for the position of the Investigation Commissioner to assist the Council to resolve complaints from the public.

Benefits Protect the rights of citizens to enquire and resolve issues relating to the activities of Council.

Strategic Objectives D1-5, G1-2, **CCC Policy** Response to statutory requirement.

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The provision of local government and opportunities to participate in democratic process are considered to benefit the community as a whole. The entire benefit is assessed as general.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.2.funding.7

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	DECISION MAKING

OUTPUT : CORPORATE RESEARCH PROJECTS

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	82,444	22,808	2,997	5,491		113,740 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	82,444	22,808	2,997	5,491	-	113,740
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	4,182	1,157	152	(5,491)		- CapValGen
<i>Total Modifications</i>	-	4,182	1,157	152	(5,491)	-	-
Total Costs and Modifications	-	86,626	23,965	3,149	-	-	113,740

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	86,626	23,965	3,149	-	-	113,740
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	86,626	23,965	3,149	-	-	113,740

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	DECISION MAKING

OUTPUTS : STATUTORY REPORTING & COMMUNICATION

- **Sub-Output : Annual Plan & Strategic Statement**
- **Sub-Output : Annual Report**

Description

- Preparation and production of a Plan for the coming financial year and an annual report to the public concerning performance for the previous financial year.
- Implement and report on survey of public participation and satisfaction with Council services.

Objectives for 2002/03

1. Prepare and release the Plan and Annual Report.
2. Implement a survey of residents' use of and satisfaction with Council services.

Performance Indicators

- 1.1 The Plan and Annual Report prepared and finalised in accordance with approved timetable and statutory requirements.
- 2.1 Residents' survey implemented by 30 June 2003.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	DECISION MAKING

OUTPUT : STATUTORY REPORTING & COMMUNICATION

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
Sub-Output: Annual Plan & Strategic Statement		
ALLOCATED COSTS		
Director of Finance (Annual Plan)	16,924	17,640
Director of Finance (Strategic Statement)	13,418	2,814
Director of Operations	0	0
Financial Services (Strategic Statement)	27,055	11,496
Financial Services (Annual Plan)	171,339	178,016
EEO Programme (Personnel)	25,000	25,000
	-----	-----
TOTAL COST ANNUAL PLAN & STRATEGIC STATEMENT	253,736	234,966
	=====	=====
Sub-Output: Annual Report		
DIRECT COSTS		
Citizens Survey	75,000	75,000
	-----	-----
TOTAL DIRECT COSTS	75,000	75,000
	-----	-----
ALLOCATED COSTS		
Financial Services	328,110	360,106
EEO Programme (Personnel)	25,000	25,000
	-----	-----
TOTAL ALLOCATED COSTS	353,110	385,106
	-----	-----
TOTAL COSTS - ANNUAL REPORT	428,110	460,106
	=====	=====
Sub Output: Output Overheads		
Alloc O/Head - Output Corporate Overheads Cost Centre	0	19,088
	-----	-----
	0	19,088
	=====	=====
TOTAL COSTS STATUTORY REPORTING & COMMUNICATION	681,846	714,160
	=====	=====

3.2.funding.text.8

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	DECISION MAKING

OUTPUT: STATUTORY REPORTING & COMMUNICATION

Description Prepare the Annual Report and Annual Plan as required by the Local Government Act; undertake surveys of public use of and satisfaction with Council services.

Benefits Compliance with statutes requiring reports and appropriate accounting standards and the provision of information to the public.

Strategic Objectives D1-5, F1-7, G1-2, **CCC Policy** Response to statutory requirement.

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The provision of local government and opportunities to participate in democratic process are considered to benefit the community as a whole. The entire benefit is assessed as general.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.2.funding.8

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	DECISION MAKING

OUTPUT : STATUTORY REPORTING & COMMUNICATION

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	517,656	143,208	18,818	34,478		714,160 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	517,656	143,208	18,818	34,478	-	714,160
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	26,259	7,265	955	(34,478)		- CapValGen
<i>Total Modifications</i>	-	26,259	7,265	955	(34,478)	-	-
Total Costs and Modifications	-	543,915	150,472	19,772	-	-	714,160

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	543,915	150,472	19,772	-	-	714,160
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	543,915	150,472	19,772	-	-	714,160

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	PROJECT AND DISCRETIONARY EXPENDITURE

OUTPUT : RECEPTIONS

Description

- Hosting receptions by elected members and staff with representatives of organisations and members of the public from within and beyond the city's boundaries.

Objective for 2002/03

1. To foster goodwill between the Council and the community at large.

OUTPUTS

- **COMMUNITY BOARDS DISCRETIONARY FUNDING**
- **MAYORAL PROJECTS**

Description

- To assist in the achievement of Community Board responsibilities each of the Boards are delegated:
 - (i) \$290,000 per annum funding to nominate against desired projects for inclusion in the annual programme of relevant business units to implement.
 - (ii) \$60,000 per annum of discretionary funds to retain and distribute as the Board sees fit.
 - (iii) \$40,000 per annum for Strengthening Community Action Plans (SCAP).
- To provide the Mayor with discretionary funds for various projects and emergency situations which arise during the course of the year.

3.2.9

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	PROJECT AND DISCRETIONARY EXPENDITURE

OUTPUT : RECEPTIONS	2001/2002 BUDGET	2002/2003 BUDGET
ALLOCATED COSTS	\$	\$
Community Relations	252,352	213,148
Alloc O/Head - Output Corporate Overheads Cost Centre	0	7,065
	-----	-----
TOTAL COSTS RECEPTIONS	252,352	220,212
	=====	=====
 OUTPUT : COMMUNITY BOARD DISCRETIONARY FUNDING		
Discretionary Funds held for allocation during year		
Burwood / Pegasus (Discretionary)	34,950	37,500
Fendalton/ Waimairi (Discretionary)	60,000	60,000
Hagley/ Ferrymead (Discretionary)	59,760	40,220
Spreydon / Heathcote (Discretionary)	50,000	50,000
Shirley / Papanui (Discretionary)	50,000	50,000
Riccarton/Wigram (Discretionary)	40,000	39,600
Strengthening Community Action Plans (Total for 6 Boards)	220,000	105,000
ALLOCATED COSTS		
Alloc O/Head - Output Corporate Overheads Cost Centre	0	14,409
	-----	-----
TOTAL COST COMMUNITY BOARD DISCRETIONARY FUNDING	514,710	396,729
	=====	=====

3.2.funding.text.9

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	PROJECT AND DISCRETIONARY EXPENDITURE

OUTPUT: RECEPTIONS

Description Hosting of receptions by elected members and staff with representatives of organisations and members of the public.

Benefits The Council fulfils its governance role in part by hosting receptions.

Strategic Objectives D1-5, G1-2, **CCC Policy**

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The provision of local government and opportunities to participate in democratic properties are considered to benefit the community as a whole. The entire benefit is assessed as general.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.2.funding.9

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	PROJECT AND DISCRETIONARY EXPENDITURE

OUTPUT : RECEPTIONS

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	159,620	44,158	5,802	10,631		220,212 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	159,620	44,158	5,802	10,631	-	220,212
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	8,097	2,240	294	(10,631)		- CapValGen
<i>Total Modifications</i>	-	8,097	2,240	294	(10,631)	-	-
Total Costs and Modifications	-	167,717	46,398	6,097	-	-	220,212

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	167,717	46,398	6,097	-	-	220,212
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	167,717	46,398	6,097	-	-	220,212

3.2.funding.text.9

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	PROJECT AND DISCRETIONARY EXPENDITURE

OUTPUT: COMMUNITY BOARD DISCRETIONARY FUNDING

Description Funds are available to the Community Boards to apply to community projects at their discretion.

Benefits Enhances local communities by providing funds for the Community Boards to disburse.

Strategic Objectives D1-5, G1-2, **CCC Policy** Discretionary Funding

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

These projects and initiatives benefit the community as a whole because all have access through the democratic process. The entire benefit is assessed as general.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.2.funding.9

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	PROJECT AND DISCRETIONARY EXPENDITURE

OUTPUT : COMMUNITY BOARD DISCRETIONARY FUNDING

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	287,568	79,555	10,454	19,153		396,729 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	287,568	79,555	10,454	19,153	-	396,729
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	14,587	4,036	530	(19,153)		- CapValGen
<i>Total Modifications</i>	-	14,587	4,036	530	(19,153)	-	-
Total Costs and Modifications	-	302,155	83,590	10,984	-	-	396,729

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	302,155	83,590	10,984	-	-	396,729
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	302,155	83,590	10,984	-	-	396,729

3.2.text.10

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	PROJECT AND DISCRETIONARY EXPENDITURE

OUTPUT : MAYORAL PROJECTS

For text see page 3.2.text.9

3.2.10

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	PROJECT AND DISCRETIONARY EXPENDITURE

OUTPUT : MAYORAL PROJECTS

	2001/2002	2002/2003
	BUDGET	BUDGET
DIRECT COSTS	\$	\$
Projects (To be indentified)	50,000	50,000
Central City - Forum	0	0
Projects (Deputy Mayor)	5,000	5,000
ALLOCATED COSTS		
Alloc O/Head - Output Corporate Overheads Cost Centre	0	1,540
TOTAL COST MAYORAL PROJECTS	55,000	56,540
TOTAL COST - DISCRETIONARY EXPENDITURE	569,710	453,269

3.2.funding.text.10

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	PROJECT AND DISCRETIONARY EXPENDITURE

OUTPUT: MAYORAL PROJECTS

Description Undertake specific projects as identified and initiated by the Mayors Office.

Benefits Enhances city by providing funds for the Mayor to disburse or undertake projects.

Strategic Objectives D1-5, G1-2, **CCC Policy**

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

These projects and initiatives benefit the community as a whole because all have access through the democratic process. The entire benefit is assessed as general.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

3.2.funding.10

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	PROJECT AND DISCRETIONARY EXPENDITURE

OUTPUT : MAYORAL PROJECTS

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	40,983	11,338	1,490	2,730		56,540 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	40,983	11,338	1,490	2,730	-	56,540
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	2,079	575	76	(2,730)		- CapValGen
<i>Total Modifications</i>	-	2,079	575	76	(2,730)	-	-
Total Costs and Modifications	-	43,062	11,913	1,565	-	-	56,540

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	43,062	11,913	1,565	-	-	56,540
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	43,062	11,913	1,565	-	-	56,540

3.2.11

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	CAPITAL OUTPUTS

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
RENEWALS & REPLACEMENTS		
Miscellaneous	1,000	12,500
	-----	-----
	1,000	12,500
	=====	=====
ASSET IMPROVEMENTS		
Computer Software	2,000	2,000
	-----	-----
	2,000	2,000
	=====	=====
TOTAL CAPITAL OUTPUTS	3,000	14,500
	=====	=====

RESPONSIBLE COMMITTEE	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	CAPITAL OUTPUTS

FIXED ASSETS	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	
RENEWALS & REPLACEMENTS						
Renew Miscellaneous	2,500	1,000	1,000	1,000	1,000	
Office Furniture						
Furniture - Civic Reception Area	10,000					
TOTAL RENEWALS & REPLACEMENTS	12,500	1,000	1,000	1,000	1,000	
ASSET IMPROVEMENTS						
Computer Software	2,000	2,000	10,000	2,000	1,000	
TOTAL ASSET IMPROVEMENTS	2,000	2,000	10,000	2,000	1,000	
TOTAL CAPITAL EXPENDITURE	14,500	3,000	11,000	3,000	2,000	
Annual Plan 2001/2002	\$3,000	\$4,500	\$3,000	\$11,000	\$3,000	\$2,000
	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10	
RENEWALS & REPLACEMENTS	1,000	1,500	1,500	1,500	1,500	
ASSET IMPROVEMENTS	2,000	2,000	2,000	2,000	2,000	
	3,000	3,500	3,500	3,500	3,500	
Annual Plan 2001/2002	\$3,000	\$3,500	\$3,500	\$3,500		

MONITORING COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		PUBLIC ACCOUNTABILITY				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2001/2002 Proposed Charge	2001/2002 Projected Revenue From Proposed Charge	2002/2003 Proposed Charge	2002/2003 Projected Revenue From Proposed Charge	2002/2003 Projected Revenue as a percentage of Total Cost	Notes
ELECTIONS						
Canterbury Regional Council Contribution		\$75,000		\$0	0.00%	
Electoral Deposits Forfeited		\$500		\$0	0.00%	
District Health Board Contribution		\$20,000		\$0	0.00%	
TOTAL		\$95,500		\$0		

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, HAGLEY/FERRYMEAD

HAGLEY/FERRYMEAD COMMUNITY BOARD**2002/03
BUDGET**

Discretionary Funds - Held for allocation during year	40,220
-------------------------------------------------------	--------

COMMUNITY RELATIONS (HAGLEY/FERRYMEAD ADVOCACY TEAM)

Avebury House	5,000
Bromley: After School Programme	28,200
Community Development Fund	15,500
Family Support Group Worker: Woolston Development Project	15,000
Heritage Awards 2002	2,500
Linwood: After School Programme	32,000
Sumner: Out School Care and Recreation Services	10,000
Te Whare Roimata: Community Garden Co-ordinator	25,000
Voluntary libraries	3,300
Youth Initiatives and Linwood Park: Strengthening Communities	40,000
Youth Initiatives: Facilitators	30,000

LEISURE

Leisure Activities for Older Adults: Phillipstown	4,000
Linwood Youth Festival (LYFE)	15,000
Linwood: Holiday Programmes (11 - 15 years)	9,800
Linwood: Holiday Programmes (5 - 12 years)	15,000
Phillipstown: Holiday Programmes	5,000
Richmond: Holiday Programmes	8,800

PARKS AND WATERWAYS

Cypress Street: Beautification work	8,000
Linwood Cemetery: Restoration Period	10,000
Peacocks Gallop: Interpretive Panel	1,840
Richmond Village: Enhancement and Panel	4,840
Tree Audit	3,000

3.2.text.15

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, HAGLEY/FERRYMEAD

CITY STREETS

Main Road: Shopping Area Entranceways	15,000
Marriner Street: Pedestrian Refuge Islands	20,000
Nayland Street: Pedestrian Refuge Islands	20,000
Plaques to mark winning streets	3,000

Total Allocation Hagley/Ferrymead Community Board	\$390,000
	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, RICCARTON/WIGRAM

RICCARTON/WIGRAM COMMUNITY BOARD**2002/03
BUDGET**

Discretionary Funds - Held for allocation during year

39,600

COMMUNITY RELATIONS (RICCARTON/WIGRAM ADVOCACY TEAM)

Broomfield/Hei Hei CD Project: Funding Top-up	15,000
Broomfield/Hei Hei CD: Programme costs	10,000
Canterbury Fijian Social Service: Rental and Expenses	10,400
Community Development Funding Scheme: Top-up	10,000
Community Initiatives: Funding	40,000
Environment Committee Fund	40,000
New funding support: Subsidise places after school programmes	5,000
Out of School Programmes: Sockburn/Hornby/Fijian Social Services/Wharenui	20,000
Riccarton Ward Youth Worker: Salary support	20,000
Transport and Roding Committee: Funding	15,000
Upper Riccarton Winter Bowling Club: Relocation	20,000
Wycola Recreation/Community Project	30,000
Youth Initiatives: Funding	40,000

LEISURE

Community Events	16,000
Elder Recreation Programmes	10,000
Teenage Camps	5,000
Youth Recreation Programmes	5,000

CHILDREN/YOUTH HOLIDAY PROGRAMMES

Community Arts Project	10,000
Holiday Programmes: New funding support:	5,000
Holiday Programme Extension: Sockburn	5,000
Holiday Programmes: Hornby/Hei Hei/Sockburn/Riccarton/Wharenui	19,000

Total Allocation Riccarton/Wigram Community Board

\$390,000
=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, FENDALTON/WAIMAIRI

FENDALTON/WAIMAIRI COMMUNITY BOARD**2002/03
BUDGET**

Discretionary Funds - Held for allocation during year	60,000
-------------------------------------------------------	--------

CITY STREETS

Public seating/rubbish bins	2,500
Street safety/pedestrian projects	20,000
Weston Road/Bretts Road: Kerb build-outs	*30,000

COMMUNITY RELATIONS (FENDALTON/WAIMAIRI ADVOCACY TEAM)

Bishopdale Community Trust – grant	3,000
Bishopdale Primary School Development Project	9,650
Bus patronage: Initiatives to increase usage	10,000
Christchurch North Citizens Advice Bureau: Shared grant with Shirley/Papanui Community Board	10,000
Coloured plantings: At selected sites and garden city image initiatives.	5,000
Community Development Funding Scheme: Top-up	25,000
Community Support Seeding Fund	4,850
Community Workers	40,000
Computer Experience Project	6,000
Orana Park: Grant for new footpaths	10,000
Out of School/After School Programmes	25,000
School support initiatives	5,000
Streetscape project(s)/concepts: Partnerships with local business	5,000
Strengthening Community Action Plan	40,000
Te Ropu Tamariki	7,000
Tree planting: Various	5,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, FENDALTON/WAIMAIRI

PARKS AND WATERWAYS

Facilities for teenagers in parks	10,000
Merivale Reserve: Ongoing development	5,000
Public seating/rubbish bins	2,500

Total Allocation Fendalton/Waimairi Community Board	\$390,000
	=====

* Allocation subject to Board review.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, SPREYDON/HEATHCOTE

SPREYDON/HEATHCOTE COMMUNITY BOARD**2002/03
BUDGET**

Discretionary Funds - Held for allocation during year

50,000

COMMUNITY RELATIONS (SPREYDON/HEATHCOTE ADVOCACY TEAM)

Addington: After School Programme - Salaries	5,000
Beckenham: Out of School Programme - Salary	2,500
Centennial Hall: Upgrade Carparking Area	5,800
Community Networks/Consultation: Incl Youth Council/Hoon Hay and Sydenham Networks/ Annual Forum	6,000
Community Service and Youth Awards	2,000
Family and Community Development Worker	35,000
Heritage Fund	1,000
Hoon Hay Youth Centre: Grant for Rental, Rates and Insurance.	15,000
Kingdom Resources: First Step Courses	10,000
Neighbourhood Week	5,000
Newsletters and Information sharing	9,000
Programmed Activities After School: Assistant Supervisor Wages \$5,500 Sponsorship programme \$5,000	10,500
Rowley Resource Centre: Grant for Rental, Rates and Insurance	8,500
Rowley: Out of School Programme - OSCAR Contract	36,000
Speed Trailer: Rental	700
Spreydon: Holiday and Recreation Programmes - Co-ordinators/Recreation Supervisors Salaries	10,000
Strengthening Community Action Plan	40,000
Strickland Street: Community Garden Co-ordinators Salary	15,000
Sydenham: Community Development Worker	10,000
Sydenham: Project	5,000
Woolston: Out of School Holiday Programmes - Sponsorship	11,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, SPREYDON/HEATHCOTE

LEISURE

Christchurch Polytechnic: Recreation Programme	1,500
Holiday Programmes	21,000
Local Community Events	16,000
Older Adults Recreation	5,000
Rowley Transport Fund	1,500
Youth Recreation	35,000

PARKS AND WATERWAYS

Sign of the Kiwi: Landscaping	10,000
Street Trees	7,000

Total Allocation Spreydon/Heathcote Community Board

\$390,000

=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, BURWOOD/PEGASUS

BURWOOD/PEGASUS COMMUNITY BOARD**2002/03
BUDGET**

Discretionary Funds - Held for allocation during year

37,500

CITY STREETS

Travis Road Landscaping

1,000

COMMUNITY RELATIONS (BURWOOD/PEGASUS ADVOCACY TEAM)

Agape Street Ministries

2,000

Aranui Community Renewal

25,000

Aranui Primary School

10,000

Bexley Community House: Research

1,000

Burwood/Pegasus Community Car Watch

3,000

Canterbury Neighbourhood Support Inc

1,000

Community Centres: Community Worker

30,000

Community Response Assistance Fund

7,500

Dallington Community Cottage Trust

20,000

Family and Community Division of Anglican Care: East Aranui Project

10,000

Heritage Week 2002

2,000

Homemade Partnership Trust: Aranui

10,000

Neighbourhood Week 2002

1,000

New Brighton Project

15,000

Out of School Programme Support

25,000

Parklands Community Centre

5,000

Parklands Residents' Association: Parklands Youth Trust

5,000

Project Early Trust

10,000

Project Employment and Environmental Enhancement Programme: New Brighton

8,000

Speed Trailer: Rental

700

St Andrews House Community Trust (North New Brighton)

20,000

St Paul's Lutheran Church: Burwood

5,000

Te Kupenga O Aranui: Community Development Worker

20,000

Te Ora Hou Aranui Club

2,000

Te Ropu Tamariki

5,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, BURWOOD/PEGASUS

Turangawaewae Family Trust: Aranui	8,000
Youth Alive Trust: New Brighton	8,000
Youth Development Fund	2,500

LEISURE

Burwood/Pegasus: Beach Blast	1,500
Burwood/Pegasus: Christmas Events	4,000
Burwood/Pegasus: Community Art Project	2,000
Burwood/Pegasus: Family Fishing Day	1,500
Burwood/Pegasus: Seaside Sounds	1,000
Holiday Programmes Subsidy	20,000
Older Adults Programme	2,000
Samoan Independence Day	2,500
Skatejam Youth Event	3,500
Volunteer Holiday Programme: Leaders Training Subsidy	2,000
Youth Holiday Programmes: Parklands/Queenspark and Aranui/Wainoni	6,000

PARKS AND WATERWAYS

Arbor Day	1,500
Bexley Wetland Trust	2,000
Burwood War Memorial	5,000
Clean up the World Project	500
Community Pride Garden Awards	800
Gigantic Beach Clean-up Project	500
New Brighton Foreshore Worker	2,500
Plover Street Playground: Upgrade	6,000
South Brighton: Sculpture Garden	10,000
Travis Wetland Trust	5,000

PROPERTY

North New Brighton Community Centre	10,000
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Total Allocation Burwood/Pegasus Community Board	----- \$390,000 =====
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RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, SHIRLEY/PAPANUI

SHIRLEY/PAPANUI COMMUNITY BOARD**2002/03
BUDGET**

Discretionary Funds - Held for allocation during year

50,000

COMMUNITY RELATIONS (SHIRLEY/PAPANUI ADVOCACY TEAM)

Belfast Community Network: Contribution to Community Co-ordinator	15,000
Belfast Community Pool: Operating Grant	5,000
Belfast: After School Programme	15,000
Christchurch North Citizens Advice Bureau: Operating Grant	10,000
Nga Tapuwae o Matou Tupuna: Community Heritage Awards	5,000
Northcote: After School Programme	30,000
Papanui Community Facility: Planning costs	20,000
Quinns Rd - OSCAR: After School Programme	15,000
Shirley: After School Programme	15,000
Strengthening Communities Action Plan (SCAP) Projects	25,000
Te Ropu Tamahine: Girls Club at Northcote School	8,000
Youth Development Scheme	12,000

COMMUNITY RELATIONS - COMMUNITY WORKERS FUND

Delta Community Support Trust: Community Worker Funding	18,000
Neighbourhood Trust: Community Worker Funding	10,000
Te Papanui Youth: Co-ordinator Funding	20,000

PROPERTY

Kapuatohe Historic Reserve - Re-piling the main house at Kapuatohe Historic Reserve	20,000
-------------------------------------------------------------------------------------	--------

LEISURE

Community Events	24,000
People with Disabilities: Assist children access recreation programmes	3,000
Recreation Projects: Youth (14 - 18 years)	15,000

3.2.text.24

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, SHIRLEY/PAPANUI

PARKS AND WATERWAYS

MacFarlane Park: Skateboard Facility
St Albans Park: Replace Toilets

20,000
20,000

Total Allocation Shirley/Papanui Community Board

\$390,000
=====

4.1.0

CORPORATE OFFICE

4.1.i

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - CITY MANAGER
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objectives

To ensure that the Council and its community boards and committees are properly advised of the implications of proposed policies and of statutory responsibilities, and that the Council decision-making takes place within clear and effective frameworks. To provide leadership to the staff organisation in a manner which promotes change in its style of operation to reflect its culture statement 'Giving Value - Being Valued'.

There is nothing of significance to disclose for the 2002/03 year.

4.1.ii

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objective

To advise the Council on financial policy issues, including its relationships with its trading enterprises and contribute to the corporate management of the Council.

Key Changes

There is nothing of significance to disclose for the 2002/03 year.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - HUMAN RESOURCES TEAM
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objectives

To partner and support unit and team leaders and individuals colleagues to:

- achieve our organisational goals and deliver agreed outputs
- achieve our organisational culture, Giving Value – Being Valued
- deliver our HR Strategy
- meet our legal and contractual obligations as a ‘good employer’
- capitalise on change projects

by:

- providing effective advisory and consulting services
- enabling units and teams to manage their own recruitment, performance, health and safety, and learning
- developing and delivering corporate criteria, guidelines and policies, and flexible model processes, resources and systems

Key Changes

There is nothing of significance to disclose for the 2002/03 year.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objectives

- Leadership of key internal change processes, including customer services and efficiency and business improvement projects.
- Ensuring effective co-ordination and communication between Units and between the Corporate Team and Units with regard to implementation issues.
- Ensuring the investigation and resolution of complaints and Ombudsman's enquiries concerning the way the Council conducts its business.
- Provide leadership and be accountable for Civil Defence and emergency planning.
- Provide independent assurance to the Corporate Office that there is compliance by Units with legalisation and Council policies.
- Reduce the possibility of losses to a minimum by ensuring that Units are practising effective risk management.

Key Changes

Restructuring Budgets

- The Counter Services output has been transferred from the Libraries Unit budget to the Director of Operations budget. A review of the delivery of counter services from integrated libraries / service centres and standalone service centres was carried out, and it was decided that the Operations Directorate would assume responsibility for this output.
- The Health and Safety Audit and Health and Safety Services and Advice Outputs have been merged and are now referred to as the Health and Safety Output. This change has come about with the reorganisation of Human Resources from 2001/02 when the Health and Safety Adviser was moved from Human Resources to the Operation Directorate to work along side the Health and Safety Auditor.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objectives

To ensure the Council and its standing committees are provided with quality policy advice and well scoped and prepared papers for consideration.

To maintain an overview of the general economic, social and environment concerns and provide early advice to the Council of possible areas of interest.

To liaise with and have effective working relationships with government, other local government, and non government organisations that have an influence on Council activity or which may contribute to the achievement of the Council's strategic objectives.

To take particular interest in economic and social and community issues which will contribute to the Council's strategic objectives.

To manage and plan the use, development, growth and protection of the natural and physical resources of the City in a sustainable way which:

- Meets the reasonably foreseeable needs of future generations.
- Protects and enhances the significant natural environmental qualities of the City.
- Provides effective opportunities for business and other economic activities.
- Provides for a diverse range of housing needs.
- Provides effectively for movement of people and goods around the City.
- Provides for a pattern of community, recreation and shopping facilities that effectively services the needs of the City.
- Maintains and enhances the amenity values of the City.
- Enhances the landscape, visual and heritage qualities of the City.
- Limits the adverse effects of activities on the environment.
- Co-ordinate developments with the provision of services.

To promote the environmental health of the City and the health, safety and well-being of its citizens.

To monitor the environmental, social and economic well-being of the City.

Key Changes

Committed Costs (Operating)

- Grant and operations funding for "Our City". The funding is required to meet basic operational costs and is consistent with the grant and funding for the 2001/02 year. This funding is necessary on an ongoing annual basis. \$70,000

Restructuring Budgets

- New outputs have been introduced to reflect the changes made to the structure as it now exists following the merging of the Corporate Policy Team and part of the Environmental Policy and Planning Unit.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objective

Maximising the effectiveness of the Council's activities by constantly seeking to develop information resources to better meet the needs of the Council's customers, stakeholders and staff.

Key Changes

Committed Costs (Operating)

- There are increased operating costs arising from the implementation of the second year of the approved, two year, "eCouncil" project, partially offset by further reductions in the cost of maintaining city properties and Council assets data. \$533,160

Fee Changes

New information "products" about city properties and Council assets are being finalised, several of which can be made available via the Internet. A provisional allowance of \$100,000 increased revenue is included in the budget, pending a detailed fee schedule for these. It is expected that this will be completed in time for consideration as part of the finalisation of the Annual Plan in June 2002.

Efficiency Gains

\$143,000, being further reduction in staffing costs of maintaining city properties and Council assets data.

Capital Cost Increases > 2%

- Increase is in accordance with approved budget for the second year of the 'eCouncil' project.
- GEMS computer system upgrade. The new owners of GEMS have advised the need to upgrade to a new Australasian version of the software within the next 3 years. This capital provision is needed for 2004/05 (operating costs of \$125,000 have also been provided for in the 2003/04 year of the long term operating projections). \$125,000

Restructuring Budgets

This budget reflects the transfer of the former Council Web Team from the Library and Information Unit to the Information Directorate to form part of the eCouncil Team.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - BUSINESS PROJECTS SECTION
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objectives

- Provide integrated leadership of the Council's response to and implementation of major change projects that have their origin outside of the Council organisation.
- Provide corporate leadership and support to those Council business units which must operate in a commercial or semi-commercial environment.
- Assist the City Manager in reviews of major elements of the City Council's structure.
- Advise the Council on and manage relationships with external commercial and 'quasi-commercial' service providers.
- Work with appropriate unit managers in the consideration of possible innovative service delivery arrangements that would involve working jointly with other Canterbury local bodies.
- Provide leadership to the resolution of issues and development of possibilities that require a more commercial approach than is traditionally associated with local body operations.
- Provide leadership for the City Solutions Group to ensure 'Integrated Total Solutions' are developed and delivered for Council and external projects.

Key Changes

There is nothing of significance to disclose for the 2002/03 year.

4.1.0

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

For Output summary see page 4.1.1

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

	2001/2002	2002/2003
	BUDGET	BUDGET
	\$	\$
NET COST SUMMARY - CORPORATE OFFICE & CORPORATE FUNCTIONS		
LIAISON, ADVICE & MANAGEMENT SUPPORT		
Customer Services Operation	340,202	-
INFORMATION DEVELOPMENT		
Electronic Services	522,911	1,142,356
CITY MONITORING AND RESEARCH		
Community Research	89,802	94,594
City Monitoring	73,069	78,242
Information Collection and Analysis	231,406	251,791
COMMUNICATIONS		
External Communications Media Relations	40,561	42,444
External Communication Community Information	785,274	443,398
Internal Communication	239,722	-
CUSTOMER SUPPORT SERVICES		
Counter Services	1,485,032	1,350,800
POLICY ADVICE		
Environment Conservation and Open Space	116,593	122,562
Social Policy And Community Governance Advice	20,000	190,090
Sustainable Development Policy And Planning	513,121	565,790
Sustainable Initiatives	220,820	280,322
City Planning	695,037	825,649
Urban Design Advice	192,744	195,127
City Heritage Advice and Grants	1,108,534	1,050,486
Transportation	243,688	284,129
Environmental Health	170,647	177,689

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
NET COST SUMMARY - CORPORATE OFFICE & CORPORATE FUNCTIONS		
PLANS & POLICY STATEMENTS		
City Plan	249,680	273,609
Regional and District Plans and Policies	44,670	46,690
Urban Amenity Improvement Plans	378,670	405,391
Central City Policy, Planning, And Project Development	760,295	733,444
CONSENTS & APPLICATIONS		
Summit Road Protection	22,934	23,703
Regional Plans Consents	44,670	46,690
City and District Plans Consents	107,950	123,339
FUNDS ADMINISTRATION		
Non Conforming Uses Fund Administration	13,934	9,468
Heritage Retention Fund Administration and Grants	583,934	599,318
MONITORING		
City Plan Monitoring	90,937	96,918
PROMOTIONS		
Environmental Promotion Programmes	156,434	198,367
Our City	175,000	225,000
TOTAL NET COST	9,718,274	9,877,404
COST OF CAPITAL EMPLOYED	262,695	344,683
CAPITAL OUTPUTS	1,197,000	1,261,457

4.1.3

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

SUMMARY - CORPORATE OFFICE

2001/2002	2002/2003
BUDGET	BUDGET

OUTPUT CLASS EXPENDITURE

\$	\$
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LIAISON, ADVICE & MANAGEMENT SUPPORT

Corporate Advice	631,679	661,859
Financial Advice	205,564	200,261
Trading Activities	304,029	323,428
General Management	322,620	324,086
Employee Relations	351,935	350,973
Strategy	257,490	266,713
Organisational Development	406,440	403,197
Internal Change/Business Improvement	385,620	491,714
Elected Members	317,663	340,268
Economic Development	33,929	37,586
Advice to Council and its Committees	405,209	-

INFORMATION DEVELOPMENT

Information Development	181,133	179,358
-------------------------	---------	---------

TOTAL EXPENDITURE

3,803,309	3,579,443
------------------	------------------

4.1.4

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

SUMMARY - CORPORATE OFFICE**2001/2002
BUDGET****2002/2003
BUDGET****OUTPUT CLASS REVENUE & RECOVERIES**

\$

\$

LIAISON, ADVICE & MANAGEMENT SUPPORT

Corporate Advice

631,679

661,859

Financial Advice

205,564

200,261

Trading Activities

304,029

323,428

General Management

322,620

324,086

Legal

351,935

350,973

Strategy

257,490

266,713

Organisational Development

406,440

403,197

Internal Change/Business Improvement

385,620

491,714

Elected Members

317,663

340,268

Economic Development

33,929

37,586

Advice to Council and its Committees

405,209

-

INFORMATION DEVELOPMENT

Information Development

181,133

179,358

TOTAL REVENUE & RECOVERIES

3,803,309

3,579,443

NET COST OF OUTPUTS

-

-

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

SUMMARY - CORPORATE OFFICE FUNCTIONS**OUTPUT CLASS EXPENDITURE****LIAISON, ADVICE & MANAGEMENT SUPPORT**

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
Investigations Commissioner	118,638	110,418
Publication & Design Services	-	-
Customer Services Operation	340,202	353,369
Cash & Investment Management Advice	82,662	86,680
Loan Systems Management	54,122	51,234

INFORMATION DEVELOPMENT

Persons & Property Data	618,882	605,512
GIS Development	1,095,393	923,095
Geo Data Product Delivery	1,570,018	1,188,870
Core Business System Operations	2,577,697	2,842,496
Electronic Services	522,911	1,142,356

CITY MONITORING AND RESEARCH

Community Research	89,802	94,594
City Monitoring	73,069	78,242
Information Collection and Analysis	231,406	251,791

RISK MANAGEMENT

Audit	119,485	115,528
Health & Safety	233,495	301,915
Insurance	109,738	97,879
Risk Management Advice	40,880	40,915

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

SUMMARY - CORPORATE OFFICE FUNCTIONS	2001/2002 BUDGET	2002/2003 BUDGET
OUTPUT CLASS EXPENDITURE (CONT'D)	\$	\$
EMERGENCY MANAGEMENT		
CRC Levy	588,000	617,400
Civil Defence	206,675	147,117
COMMUNICATIONS		
External Communications Media Relations	40,561	42,444
External Communication Community Information	850,274	921,796
Internal Communication	239,722	132,162
CUSTOMER SUPPORT SERVICES		
Counter Services	1,818,859	1,668,654
POLICY ADVICE		
Environment Conservation and Open Space	116,593	122,562
Social Policy And Community Governance Advice	20,000	190,090
Sustainable Development Policy And Planning	513,121	565,790
Sustainable Initiatives	220,820	280,322
City Planning	695,037	825,649
Urban Design Advice	192,744	195,127
City Heritage Advice and Grants	1,108,534	1,050,486
Transportation	243,688	284,129
Environmental Health	170,647	177,689
PLANS & POLICY STATEMENTS		
City Plan	249,680	273,609
Regional and District Plans and Policies	44,670	46,690
Urban Amenity Improvement Plans	378,670	405,391
Central City Policy, Planning, And Project Development	760,295	733,444

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

SUMMARY - CORPORATE OFFICE FUNCTIONS	2001/2002 BUDGET	2002/2003 BUDGET
OUTPUT CLASS EXPENDITURE (CONT'D)	\$	\$
CONSENTS & APPLICATIONS		
Summit Road Protection	22,934	23,703
Regional Plans Consents	44,670	46,690
City and District Plans Consents	107,950	123,339
FUNDS ADMINISTRATION		
Non Conforming Uses Fund Administration	13,934	9,468
Heritage Retention Fund Administration and Grants	583,934	599,318
MONITORING		
City Plan Monitoring	90,937	96,918
PROMOTIONS		
Environmental Promotion Programmes	156,434	198,367
Our City	255,000	255,000
TOTAL EXPENDITURE	17,612,785	18,318,247

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

SUMMARY - CORPORATE OFFICE FUNCTIONS

2001/2002 BUDGET	2002/2003 BUDGET
\$	\$

OUTPUT CLASS REVENUE & RECOVERIES**LIAISON, ADVICE & MANAGEMENT SUPPORT**

Investigations Commissioner	118,638	110,418
Publication & Design Services	-	-
Customer Services Operation	-	353,369
Cash & Investment Management Advice	82,662	86,680
Loan Systems Management	54,122	51,234

INFORMATION DEVELOPMENT

Persons & Property Data	618,882	605,512
GIS Development	1,095,393	923,095
Geo Data Product Delivery	1,570,018	1,188,870
Core Business System Operations	2,577,697	2,842,496
Electronic Services	-	-

CITY MONITORING AND RESEARCH

Community Research	-	-
City Monitoring	-	-
Information Collection and Analysis	-	-

RISK MANAGEMENT

Audit	119,485	115,528
Health & Safety	233,495	301,915
Insurance	109,738	97,879
Risk Management Advice	40,880	40,915

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

SUMMARY - CORPORATE OFFICE FUNCTIONS

2001/2002 BUDGET	2002/2003 BUDGET
\$	\$

OUTPUT CLASS REVENUE & RECOVERIES (CONT'D)**EMERGENCY MANAGEMENT**

CRC Levy	588,000	617,400
Civil Defence	206,675	147,117

COMMUNICATIONS

External Communications Media Relations	-	-
External Communication Community Information	65,000	478,398
Internal Communication	-	132,162

CUSTOMER SUPPORT SERVICES

Counter Services	333,827	317,854
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POLICY ADVICE

Environment Conservation and Open Space	-	-
Social Policy And Community Governance Advice	-	-
Sustainable Development Policy And Planning	-	-
Sustainable Initiatives	-	-
City Planning	-	-
Urban Design Advice	-	-
City Heritage Advice and Grants	-	-
Transportation	-	-
Environmental Health	-	-

PLANS & POLICY STATEMENTS

City Plan		
Regional and District Plans and Policies		
Urban Amenity Improvement Plans		
Central City Policy, Planning, And Project Development		

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

SUMMARY - CORPORATE OFFICE FUNCTIONS

2001/2002 BUDGET	2002/2003 BUDGET
\$	\$

OUTPUT CLASS REVENUE & RECOVERIES (CONT'D)**CONSENTS & APPLICATIONS**

- Summit Road Protection
- Regional Plans Consents
- City and District Plans Consents

FUNDS ADMINISTRATION

- Non Conforming Uses Fund Administration
- Heritage Retention Fund Administration and Grants

MONITORING

- City Plan Monitoring

PROMOTIONS

- Environmental Promotion Programmes
- Our City

TOTAL REVENUE & RECOVERIES

-	-
80,000	30,000
<u>7,894,511</u>	<u>8,440,843</u>

NET COST OF OUTPUTS

<u>9,718,274</u>	<u>9,877,404</u>
------------------	------------------

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - CITY MANAGER
OUTPUT CLASS:	LIAISON & ADVICE

OUTPUT : CORPORATE ADVICE

Description & Objectives for 2002/03

- Ensure elected members establish sound governance processes and are provided with appropriate and timely advice and support to enable them to make the decisions they consider appropriate to achievement of the Council's mission and strategic objectives and to develop the community governance model.
- Providing support to colleagues in developing major strands of policy advice, and review/quality control these as appropriate.
- Ensuring liaison with trading activities, other government agencies, citizens and the media.

Performance Indicator

- 1.1 City Manager Liaison Subcommittee is satisfied that agreed priorities are achieved.

4.1.11

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - CITY MANAGER
OUTPUT CLASS:	LIAISON & ADVICE

		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
OUTPUT : CORPORATE ADVICE			
ALLOCATED COSTS			
Allocated Holding A/C	(50.00)% 50.00%	194,144	199,628
TOTAL COST CORPORATE ADVICE		----- 194,144	----- 199,628
REVENUE			
Public Accountability		194,144	199,628
TOTAL REVENUE CORPORATE ADVICE		----- 194,144	----- 199,628
NET COST CORPORATE ADVICE		----- 0	----- 0
		=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - CITY MANAGER
OUTPUT CLASS:	MANAGEMENT

OUTPUT : GENERAL MANAGEMENT

Description & Objectives for 2002/03

- Providing leadership to the staff organisation in the implementation of approved programmes and development of 2002/03 Corporate Plan.
- Providing leadership to the staff organisation in the progressive implementation of behaviours and practices summarised in ‘Giving Value - Being Valued’.
- Providing leadership to the staff organisation in continually securing change and improvement and so efficiency and effectiveness gains, based on maximising learning opportunities and a programme of reviews.
- Supporting and advising Unit Managers and Directors on the resolution of problems and achievement of objectives.
- Carry out good employer obligations and ensure negotiation of all employment contracts.

Performance Indicators

- 1.1 Maintain value planning for all Unit Managers and Directors, so that performance expectations are clear.
- 1.2 Complete a climate survey of the organisation with overall progress shown in achieving implementation of the corporate cultural values.
- 2.1 Renegotiate collective employment contracts and review individual employment contracts of service as they fall due.
- 2.2 Successfully investigate and resolve all complaints which are made by and against Council employees.

4.1.12

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - CITY MANAGER
OUTPUT CLASS:	MANAGEMENT

		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
OUTPUT : GENERAL MANAGEMENT			
ALLOCATED COSTS			
Allocated Holding A/C	(50.00)% 50.00%	194,144	199,628
TOTAL COST GENERAL MANAGEMENT		----- 194,144	----- 199,628
REVENUE			
Unit Recoveries		0	0
Corporate Overhead Recovery		194,144	199,628
TOTAL REVENUE GENERAL MANAGEMENT		----- 194,144	----- 199,628
NET COST GENERAL MANAGEMENT		----- 0	----- 0
		=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : CORPORATE ADVICE

Description

- Contribute to corporate management of the Council as a member of the Corporate Office.

Objectives for 2002/03

1. Contribute to Corporate Teams and specific projects as required by the City Manager.
2. Ensure elected members are provided with sufficient and timely advice to enable them to make the decisions they consider appropriate.
3. Provide liaison and support for Business Units of the Council as part of Corporate Office Team.

Performance Indicators

- 1-3. The City Manager is satisfied with the quality of leadership and contribution to the Corporate Office and Corporate Teams.
- 4.1 Unit Managers satisfied with the level of support received.

4.1.13

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : CORPORATE ADVICE		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
ALLOCATED COSTS			
Transfer from Holding A/C	(14.50)% 16.21%	91,650	107,173
TOTAL COSTS		<u>91,650</u>	<u>107,173</u>
REVENUE			
Public Accountability Recovery		14,809	26,692
Corporate Overhead Recovery		76,841	80,482
TOTAL REVENUE		<u>91,650</u>	<u>107,173</u>
NET COST CORPORATE ADVICE		-----	-----
		0	0
		=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : FINANCIAL ADVICE

Description

- Ensure high professional standards of accounting and finance are maintained.
- Provide financial advice to the Council's various business units.
- Advise the Council on appropriate financial standards and financing.
- Lead the Treasury Management Review Team.

Objectives for 2002/03

1. Ensure elected members are provided with timely advice in respect of financial policy issues.
2. Maintain the Council's international credit rating level.

Performance Indicators

- 1.1 Mayor and Committee Chairpersons are satisfied with the timeliness and quality of financial advice.
- 2.1 Maintain the Council's credit rating at no less than 'AA'. (Rating increased from AA to AA+ in September 2001)
- 2.2 Council financial ratios are maintained inside prescribed limits. (2000/01: Maintained.)

4.1.14

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : FINANCIAL ADVICE		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
Operating Costs		15,000	12,000
ALLOCATED COSTS			
Transfer from Holding A/C	(30.14)% 28.47%	190,564	188,261
TOTAL COSTS		<u>205,564</u>	<u>200,261</u>
REVENUE			
Public Accountability		16,924	17,640
Corporate Overhead Recovery		188,640	182,621
TOTAL REVENUE		<u>205,564</u>	<u>200,261</u>
NET COST FINANCIAL ADVICE		<u><u>0</u></u>	<u><u>0</u></u>

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : TRADING ACTIVITIES

Description

- Advise the Council and Christchurch City Holdings Limited on issues relating to the Council's trading activities.
- Manage Christchurch City Holdings Limited and provide co-ordination with the financial affairs of the Council.

Objectives for 2002/03

1. Regular monitoring of the financial results of trading enterprises.
2. Provision of advice to the Council and Christchurch City Holdings Limited on issues affecting the trading enterprises and relationships with them.

Performance Indicator

- 1.1 Mayor, Chairperson of Strategy and Resources Committee and the Directors of Christchurch City Holdings Limited satisfied with the quality and timeliness of reports and advice on trading enterprises.

4.1.15

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : TRADING ACTIVITIES		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
ALLOCATED COSTS			
Transfer from Holding A/C	(40.94)% 41.58%	258,791	274,980
TOTAL COSTS		<u>258,791</u>	<u>274,980</u>
REVENUE			
External Revenue		256,675	272,775
Corporate Overhead Recovery		2,116	2,205
TOTAL REVENUE		<u>258,791</u>	<u>274,980</u>
NET COST FINANCIAL ADVICE		<u><u>0</u></u>	<u><u>0</u></u>

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : CASH & INVESTMENT MANAGEMENT**Description**

- To ensure sufficient cash resources are available to meet the needs of the Council.
- To invest the Council's cash resources efficiently within prudential guidelines approved by the Council.

Objective for 2002/03

1. Provide an efficient cash flow management system which complies with the Investment Policy and the Treasury Review Team management guidelines.

Performance Indicators

- 1.1 Compliance with the procedures detailed in the Investment Policy.

4.1.16

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : CASH & INVESTMENT MANAGEMENT		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
DIRECT COSTS			
Info Scan & Investment Advice		31,600	34,000
ALLOCATED COSTS			
Transfer from Holding A/C	(8.08)%	7.97%	
		51,062	52,680
TOTAL COSTS		82,662	86,680
REVENUE			
External Recoveries		115,000	115,000
Corporate Overhead Recovery		-32,338	-28,320
TOTAL REVENUE		82,662	86,680
NET COST CASH & INVESTMENT MANAGEMENT		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : LOAN SYSTEMS MANAGEMENT

Description

- Arrange appropriate loan finance as approved by the Council.
- Service loans as they fall due.
- Maintain systems to record all loan indebtedness and sinking funds of the Council.

Objective for 2002/03

1. Arrange to borrow funds as required to the best advantage and comply with the Borrowing Management Policy and Treasury Review Team Guidelines.

Performance Indicators

- 1.1 Compliance with Section 4 of the Borrowing Management Policy.

4.1.17

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : LOAN SYSTEMS MANAGEMENT		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
DIRECT COSTS			
Loan Management Fees		14,000	10,000
ALLOCATED COSTS			
Transfer from Holding A/C	(6.35)% 6.24%	40,122	41,234
TOTAL COSTS		<u>54,122</u>	<u>51,234</u>
REVENUE			
External Recoveries		0	0
Corporate Overhead Recovery		54,122	51,234
TOTAL REVENUE		<u>54,122</u>	<u>51,234</u>
NET COST LOAN SYSTEMS MANAGEMENT		<u><u>0</u></u>	<u><u>0</u></u>

4.1.text.18.i

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - HUMAN RESOURCES TEAM
OUTPUT CLASS:	ADVICE & SUPPORT

OUTPUT : STRATEGY

For text see page 4.1.text.18.ii and 4.1.text.18.iii.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - HUMAN RESOURCES TEAM
OUTPUT CLASS:	ADVICE & SUPPORT

OUTPUT : STRATEGY (CONTD)

Description

- Providing strategic overview and co-ordination.
- Maintaining the leading edge of the HR Strategy and the criteria, guidelines and policies flowing from it.
- Supporting major change projects and ensuring their alignment with Giving Value – Being Valued.
- Identifying organisational development needs and creating appropriate initiatives and programmes.
- Monitoring and reporting on the organisational culture and climate.

Objectives for 2002/03	Performance Indicators
1. Culture and Change <ul style="list-style-type: none"> • Keep our organisational Culture alive by encouraging everyone to practice it “in the way we do business” and “in the way we work together • Support corporate change initiatives and projects and ensure that they are aligned with our “good employer” obligations and our culture. 	<ul style="list-style-type: none"> • Climate Survey results continue to improve
2. Change: <ul style="list-style-type: none"> • Support corporate change initiatives and ensure that they are aligned with our “good employer” obligations and our organisational culture 	<ul style="list-style-type: none"> • 90% of our people accept the changes and use the new processes.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - HUMAN RESOURCES TEAM
OUTPUT CLASS:	ADVICE & SUPPORT

OUTPUT : STRATEGY (CONTD)

Objectives for 2002/03	Performance Indicators
<p>3. Information Technology:</p> <ul style="list-style-type: none"> • Champion the ongoing exploitation of the HR modules in FAMIS to maximise their benefits for empowerment/self-help and efficiency. • Improve e-literacy generally through more effective and creative use of the standard Office suite of software. 	<ul style="list-style-type: none"> • Individual colleagues are using relevant electronic HR processes and systems routinely. • Small upskilling and practicing projects are being taken up by teams and learning is being shared.

4.1.18

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - HUMAN RESOURCES TEAM
OUTPUT CLASS:	ADVICE & SUPPORT

OUTPUT : STRATEGY		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
Administration Costs		40,000	40,000
ALLOCATED COSTS			
Allocated Overhead - FAMIS		98,984	109,152
Transfer From Allocated Holding A/C	(14.22)% 14.22%	118,507	117,561
		-----	-----
		257,490	266,713
RECOVERIES			
Public Accountability (EEO Programme)		50,000	50,000
Corporate Overhead Recovery		207,490	216,713
		-----	-----
		257,490	266,713
NET COST STRATEGY			
		-----	-----
		0	0
		=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - HUMAN RESOURCES TEAM
OUTPUT CLASS:	ADVICE & SUPPORT

OUTPUT : EMPLOYEE RELATIONS

Description

- Providing expert advice coaching and support to units on Employment Relations change management and reorganisations through the Advocates.
- Reviewing the ongoing development of collective and individual contracts for consistency of business objectives and legal requirements.
- Building effective partnerships with unions and other organisations consistent with business objectives.
- Leading and overseeing the development and implementation of unit-based remuneration and reward systems.
- Monitoring legislative changes and court decisions, and briefing/upskilling corporate, unit and team leaders accordingly.
- Providing Employment Relations Education and Training programmes and ER briefings.

Objectives for 2002/03	Performance Indicators
1. Collective and individual employment agreements <ul style="list-style-type: none"> • Review and negotiate existing contracts for alignment with culture business objectives and workability. 	<ul style="list-style-type: none"> • All staff are covered by relevant written and current employment agreements July 2002. • Employment agreements assist and support the work of the units.
2. Upskilling <ul style="list-style-type: none"> • Provide further and continuing upskilling of Unit Managers/Team Leaders/HR Network/HR Administrators to encourage and facilitate devolution of much of the operational aspects of employee relations. 	<ul style="list-style-type: none"> • Areas of particular concern and interest identified by August 2001 • Training rolled out with the assistance of the HR Advocates to all groups by June 2002
3. Policies and Procedures Manual and Collective Agreements <ul style="list-style-type: none"> • Review, update and align content of previous Policies Manual with changes in practice and legislation to be accessible on the Intranet. 	<ul style="list-style-type: none"> • All aspects of the Manual to be accessible on-line by June 2002 • All team leaders and unit managers are briefed on agreements, Employment Law, Procedures and policies as necessary.

4.1.19

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - HUMAN RESOURCES TEAM
OUTPUT CLASS:	ADVICE & SUPPORT

OUTPUT : EMPLOYEE RELATIONS		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
Administration Costs		43,500	45,000
ALLOCATED COSTS			
Transfer From Allocated Holding A/C	(37.01)% 37.01%	308,435	305,973
		-----	-----
		351,935	350,973
RECOVERIES			
Corporate Overhead Recovery		351,935	350,973
		-----	-----
		351,935	350,973
		-----	-----
NET COST EMPLOYEE RELATIONS		0	0
		=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - HUMAN RESOURCES TEAM
OUTPUT CLASS:	ADVICE & SUPPORT

OUTPUT: ORGANISATIONAL DEVELOPMENT

Description

- Providing a strategic focus and framework for all development to ensure it meets organizational and business needs.
- Providing expert advice, coaching and support to unit and team leaders through the HR Advocates
- Renewing and maintaining best practice to ensure we stay at the leading edge
- Identifying and using opportunities to apply technology to enhance access to and delivery of learning and knowledge

Objectives for 2002/03	Performance Indicators
1. Development programme: <ul style="list-style-type: none"> ▪ Provide Team Leader development for Team Leaders across the organisation ▪ Provide refresher recruitment workshops to selection panel members to improve the process of recruitment in the Units ▪ Coaching/Learning events continue to be provided 	<ul style="list-style-type: none"> • Conduct 2 Team Leader Development Programmes by June 2003 • Conduct 6 recruitment workshops by June 2003 • Full attendance at 2 CLC events conducted by June 2003
2. Performance Management: <ul style="list-style-type: none"> ▪ PVP's are used as the preferred way of managing performance in the Units ▪ Performance Management training is conducted 	<ul style="list-style-type: none"> • 80% of Units are using the current PVP format to manage performance in the Units by June 2003 • Performance management workshops are conducted on needs basis
3. e-HR <ul style="list-style-type: none"> ▪ Recruitment: Investigate and evaluate e-recruitment as an alternative to paper advertising for external vacancies ▪ SAP/Training & Events management: units are using the module for booking, reporting and individual records 	<ul style="list-style-type: none"> • 20% of appropriate vacancies are advertised through electronic mediums by June 2003 • 50% Units are accessing corporate training information and using individual training history records

4.1.20

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - HUMAN RESOURCES TEAM
OUTPUT CLASS:	ADVICE & SUPPORT

OUTPUT : ORGANISATIONAL DEVELOPMENT		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
Administration Costs		0	0
ALLOCATED COSTS			
Transfer From Allocated Holding A/C	(48.77)% 48.77%	406,440	403,197
		-----	-----
		406,440	403,197
RECOVERIES			
Internal Recoveries		0	0
Corporate Overhead Recovery		406,440	403,197
		-----	-----
		406,440	403,197
NET COST ORGANISATIONAL DEVELOPMENT		-----	-----
		=====	=====
		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	MANAGEMENT

OUTPUTS : INTERNAL CHANGE / BUSINESS IMPROVEMENT

Description

- Contribution to corporate management as a member of the Corporate Office.
- Leadership of key internal change processes.
- Efficiency and business improvement projects.
- Leadership of the resolution of operational issues that lie between different units in the Council structure.
- Contribution to the management of relationships between the staff organisation and elected members.
- Undertake initiatives aimed at improving the effectiveness and efficiency of the organisation in delivering its services.

Objective for 2002/03

1. Identify and implement opportunities for improvements and savings in the effectiveness and efficiency of the organisation.

Performance Indicator

- 1.1 Improvements and savings identified, qualified and obtained. (2000/01: the change proposal resulted in 55 less positions and annual savings on an ongoing basis of \$2.7 million).

4.1.21

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASSES:	MANAGEMENT

OUTPUT : INTERNAL CHANGE/BUSINESS IMPROVEMENT		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
ALLOCATED COSTS			
Tranfer from Allocated Holding A/C	(22.54)% 26.92%	385,620	491,714
		-----	-----
		385,620	491,714
REVENUE			
Public Accountability		77,124	98,343
Corporate Overhead Recovery		308,496	393,371
		-----	-----
TOTAL REVENUE		385,620	491,714
		-----	-----
NET COST INTERNAL CHANGE/BUSINESS IMPROVEMENT		0	0
		=====	=====

4.1.text.22.i

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	MANAGEMENT

OUTPUT : INVESTIGATIONS COMMISSIONER

For text see page 4.1.text.22.ii and 4.1.text.22.iii.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	MANAGEMENT

OUTPUT : INVESTIGATIONS COMMISSIONER (CONTD)

Description

Recognising that formal complaints relating to the Council and the way it conducts its business are a real part of Council activity, proper and transparent conduct of investigations is vital in a customer focused organisation. The use of investigations as a learning mechanism enhancing the continuous improvement of processes is an important aspect of the way the Council operates.

Objectives for 2002/03

1. To undertake investigations on formal complaints from citizens referred directly, or via the Office of the Mayor, City Manager or the Council.
2. To liaise with the Office of the Ombudsman on matters affecting the Council.
3. To assist in service of elected members in their liaison and/or complaint with operational units of the Council, and facilitate access and support.
4. To facilitate process improvement within the organisation resulting from the outcome of investigations.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	MANAGEMENT

OUTPUT : INVESTIGATIONS COMMISSIONER (CONTD)

Performance Indicators

- 1.1 To identify, record, investigate and resolve formal complaints within a reasonable and agreed timeframe, preferably within 20 working days, but in any event not exceeding three months. (2000/2001 : Majority of cases resolved in 20 working days. Three major multi faceted cases extended well beyond the 20 days).
- 2.1 To respond to enquiry requests from the Office of the Ombudsman as they arise, within the 20 working days statutory requirement. (2000/2001 : Caseload significantly reduced through having internal Investigations Commissioner.)
- 3.1 To resolve elected member liaison issues on a case by case basis within seven days or 20 days in the instance of a full scale investigation. (2000/2001 : All enquiries responded to within 24 hours and action initiated where required.)
- 4.1 To initiate process reviews where complaint investigations indicate revision required. (2000/2001 : Process improvements continue to be made where appropriate.)

4.1.22

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASSES:	MANAGEMENT

OUTPUT : INVESTIGATIONS COMMISSIONER		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
ALLOCATED COSTS			
Transfer from Allocated Holding A/C	(6.93)% 6.05%	118,638	110,418
		-----	-----
		118,638	110,418
REVENUE			
Public Accountability		118,638	110,418
		-----	-----
TOTAL REVENUE		118,638	110,418
		-----	-----
NET COST INVESTIGATIONS COMMISSIONER		0	0
		=====	=====

4.1.text.23

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	MANAGEMENT

OUTPUT : PUBLICATION & DESIGN SERVICES

Output to be deleted in 2002/03.

4.1.23

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASSES:	MANAGEMENT

OUTPUT : PUBLICATION & DESIGN SERVICES		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
ALLOCATED COSTS			
Transfer from Allocated Holding A/C	(0.00)% 0.00%	0	0
		-----	-----
		0	0
REVENUE			
Internal Recoveries		0	0
External Recoveries		0	0
		-----	-----
TOTAL REVENUE		0	0
		-----	-----
NET COST PUBLICATION & DESIGN SERVICES		0	0
		=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	MANAGEMENT

OUTPUT : CUSTOMER SERVICES OPERATION

Description

- To provide leadership in the development and delivery of the Council's Customer Service strategy.
- To manage the Council's Customer Centre and Service Networks and ensure they are supported by appropriate information systems.

Objectives for 2002/03

1. Effectively manage the Council's network of customer centres, service centres and the after-hours answering services.
2. Ensure that eCouncil projects lead to high quality, well organised, accessible information and more customer self service from the Council's web site.
3. Reduce calls direct to Customer Centres where no value can be added by analysing these and adding new technology or processes to do so.
4. Put in place new processes and up skill the Customer Service representatives to manage written customer enquiries and requests via e-mail and letter.

Performance Indicators

- 1.1 Customer research shows that more than 85% of all walk in and phone in customer are satisfied or better with the service provided..
- 2.1 Each Customer Centre has in place a web based information project which will upgrade existing information leading to more customer self service, e.g. "Rates on line" reduces simple phone enquiries about rates (measured in the Customer Centre monthly reports).
- 3.1 Calls to "the Operator" are reduced by 10% (measured in the Customer Centre monthly reports).
- 4.1 All CSRs managing e-mail or letters are competent when assessed against the Network standard which measures this.

4.1.24

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	MANAGEMENT

	2001/2002	2002/2003
	BUDGET	BUDGET
	\$	\$
OUTPUT : CUSTOMER SERVICES OPERATION		
DIRECT COSTS:		
Administration Costs	40,000	35,000
TOTAL DIRECT COSTS	----- 40,000	----- 35,000
ALLOCATED COSTS:		
Depreciation	12,600	12,600
Transfer from Allocated Holding A/C	287,602	305,769
Alloc O/Head - Output Corporate Overheads Cost Centre	0	0
TOTAL ALLOCATED COSTS	----- 300,202	----- 318,369
TOTAL COSTS	----- 340,202	----- 353,369
REVENUE		
Internal Recoveries	0	353,369
External Recoveries	0	0
TOTAL REVENUE	----- 0	----- 353,369
NET COST CUSTOMER SERVICES OPERATION	----- 340,202	----- 0
Cost of Capital Employed	=====	=====
	11,064	

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	MANAGEMENT

OUTPUT: CUSTOMER SERVICES OPERATION

Description Coordinate and ensure the delivery of the Council's Customer Service strategy.

Benefits The Council response to customer services is enhanced by management of the Customer Centre Network and coordination of policy, systems and procedures for Council wide customer service delivery.

Strategic Objectives D1-5, G1-2, **CCC Policy**

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

Nature and Distribution of General Benefits

Direct Benefits (Section 112F(c))

Clients are the direct beneficiaries

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Recoveries cannot be made from the individual clients of the service.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

Direct Benefits

Direct benefits cannot be funded in full by clients. Any shortfall will be covered by transferring to Ratepayers by Capital Value rating.

Control Negative Effects

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	RISK MANAGEMENT

OUTPUT : AUDITS

Description

- The review and testing of systems and operations, as agreed by the Management Team. The purpose is to assist management at all levels, to have assurance that Council objectives are likely to be achieved (1) by verifying the existence of appropriate risk management and controls, (2) Reviewing and reporting on the achievement of performance against objectives.
- To carry out special investigations as requested by Managers.

Objectives for 2002/03

1. To complete a comprehensive internal audit programme approved by the Director of Operations, on time and within budget.
2. To co-ordinate financial audit work with Audit New Zealand to reduce the fees charged by that office.
3. To complete special investigations within the time frame required by the requesting party.

Performance Indicators

- 1.1 Completion of the approved internal audit programme approved by the Director of Operations in accordance with the standards of the Institute of Internal Auditors within the year. (2000/2001: Programme 100% complete.)
- 2.1 To achieve external audit fee savings of at least \$22,000 Actual. (2000/2001: \$22,000.)
- 3.1 All special investigations complete with in required time frames. (2000/2001: Achieved)

4.1.25

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	RISK MANAGEMENT

OUTPUT : AUDITS		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
Professional Fees		20,000	15,000
ALLOCATED COSTS			
Transfer From ESU		27,000	17,000
Tranfer from Allocated Holding A/C	(4.24)% 4.57%	72,485	83,528
		-----	-----
		119,485	115,528
REVENUE			
Corporate Overhead Recovery		112,385	108,428
Internal Recoveries		7,100	7,100
		-----	-----
		119,485	115,528
NET COST AUDITS		-----	-----
		0	0
		=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	RISK MANAGEMENT

OUTPUT : HEALTH AND SAFETY

Description

- To provide health and safety services and advice.
- To facilitate the implementation of health and safety programmes and systems to ensure the health, safety and welfare of employees, contractors and members of the public.

Objectives for 2002/03

1. To ensure compliance with the required standards as set by the ACC Partnership programme
2. To ensure that all staff are aware of CCC health and safety systems, policies and procedures
3. To research and develop a Healthy Workplace Strategy
4. To undertake health and safety audits and inspections of business units and contractors

Performance Indicators

- 1.1 Council remains in the ACC Partnership programme at Secondary level or higher (2002/03 : New)
- 2.1 Delivery of 20 health and safety training courses to staff (2002/03 : New)
- 3.1 Healthy Workplace Strategy developed and presented to Corporate team. (2002/03 : New)
- 4.1 Ensure at least 60 audits and inspections of both Council and contractor operations are carried out during 2002/2003 to ensure compliance with the Health and Safety in Employment Act 1992 and associated legislation (2000/2001: 60 inspections).

Comparison of Accident Statistics for 1999/2000 and 2000/2001

Year	Total of Minor Accidents (i.e. no lost time)	Total of Lost Time Accidents	Total of Days Lost	Total No. of Accidents
1999/2000	359	96	514	455
2000/2001	271	40	312	321
% Difference between years	- 32.5%	- 240%	- 65%	- 42%

4.1.26

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	RISK MANAGEMENT

OUTPUT : HEALTH & SAFETY		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
Administration Costs		73,600	77,000
ACC Corporate Contingency		0	40,000
ALLOCATED COSTS			
Transfer from Allocated Holding A/C	(9.35)% 10.12%	159,895	184,915
TOTAL COSTS		233,495	301,915
REVENUE			
Corporate Overhead Recovery		182,525	263,723
Internal Recoveries		50,970	38,192
NET COST HEALTH & SAFETY		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	RISK MANAGEMENT

OUTPUT : INSURANCE

Description

- To ensure that the Council's assets are adequately insured.
- To provide prompt insurance advice to all business units within the Council and an insurance claims handling service to all business units.

(NB: The impact of the 11 September 2001 attack on the World Trade Building and reducing number of insurance companies will result in a hardening of the insurance market).

Objectives for 2002/03

1. Arrange adequate insurance of the Council's assets and operations.
2. Staff receive timely responses to requests for information regarding insurance and have access to information relating to the types of insurance cover in place.

Performance Indicators

- 1.1 That the Council's insurance requirements for 2002/03 are in place on 1 July 2002 or in place within the time frame set by the client for any new policy. (2000/2001: Insurance requirements in place on 1 July 2000.)
- 2.1 That a survey of key staff is undertaken annually to measure satisfaction with information provided. (2002/2003: New)
- 2.2 That an updated Insurance Manual is available for staff to access on the Council's Intranet within eight weeks of any policy change occurring. (2000/2001: Available 12 weeks after the annual renewals.)

4.1.27

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	RISK MANAGEMENT

		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
OUTPUT : INSURANCE			
ALLOCATED COSTS			
Property Services Charge re: Valuations		0	1,500
Tranfer from Allocated Holding A/C	(6.41)% 5.28%	109,738	96,379
		-----	-----
		109,738	97,879
REVENUE			
Internal Recoveries		109,738	97,879
		-----	-----
		109,738	97,879
NET COST INSURANCE		-----	-----
		0	0
		=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	RISK MANAGEMENT

OUTPUT : RISK MANAGEMENT ADVICE

Description

- Reduce the possibility of losses to a minimum by ensuring that business units are practising effective risk management.

Objectives for 2002/03

1. To monitor accidents, incidents and losses to determine if remedial measures maybe required or improved.
2. The promotion of active business continuance planning.
3. Be an active participant on the Corporate Risk Management Team.
4. Review and monitoring of identified Council wide risks.

Performance Indicators

- 1.1 Provide a two monthly reports to the Corporate Risk Management Team on accidents, incidents and reported losses. (Achieved 2000/2001)
- 2.1 Audit reviews will verify that Units' business continuance plan are accurate and up to date - 10 units' plans audited. (2002/2003: New)
- 3.1 Advise the Corporate Risk Management Team on risk strategies in a timely manner. (2000/2001: Achieved.)
- 4.1 Corporate Risk Register is regularly reviewed and monitoring mechanisms are in place. (2002/2003: New)

4.1.28

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	RISK MANAGEMENT

OUTPUT : RISK MANAGEMENT ADVICE		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
Professional Fees		20,000	15,000
ALLOCATED COSTS			
Tranfer from Allocated Holding A/C	(1.22)% 1.42%	20,880	25,915
TOTAL COSTS		40,880	40,915
REVENUE			
Corporate Overhead Recovery		40,880	40,915
NET COST RISK MANAGEMENT ADVICE		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	EMERGENCY MANAGEMENT

OUTPUT : CRC LEVY

The City Council, along with Banks Peninsula, has a contract with the Environment Canterbury to provide the Civil Defence local function integrated with its required regional function. Environment Canterbury provides the Council with a Civil Defence Headquarters along with operating personnel and organise the required linkages into the community. The general public, prime first response agencies and welfare support for Christchurch are therefore focused on the Environment Canterbury Civil Defence Headquarters. The City Council's direct role in Civil Defence are Engineering Headquarters, Rescue Headquarters and the Central City Area Headquarters, and the providing resources to maintain the city's infrastructure. The budgeted sum is required to cover the contracted services.

In 2002 the current Civil Act 1983 should be repealed and replaced by the Civil Defence Emergency Management Act. The new Act will require the establishment of Civil Defence Emergency Management Groups (CDEMG) based on Regional Authorities' boundaries. The new Act requires the CDEMG to take all steps necessary on an ongoing basis to maintain and provide, or to arrange the provision of, or to otherwise make available suitably trained and competent personnel, and an appropriate organizational structure for those personnel, for effective civil defence emergency management in the Canterbury Regional. The Council will be a member of the Canterbury CDEMG.

4.1.29

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	EMERGENCY MANAGEMENT

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
OUTPUT : CRC LEVY		
DIRECT COSTS		
CRC Civil Defence Levy	588,000	617,400
	-----	-----
TOTAL COSTS	588,000	617,400
REVENUE		
Corporate Expenses Recovery	588,000	617,400
	-----	-----
TOTAL REVENUE	588,000	617,400
	-----	-----
NET COST - CRC LEVY	0	0
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	EMERGENCY MANAGEMENT

OUTPUT : CIVIL DEFENCE

Description

- Deploying resources for Engineering, Rescue, and City Area Headquarters in times of Civil Defence emergencies.
- Equipping and training Engineering, Rescue, and Central City Area Headquarters personnel and the Council's Civil Defence Rescue Teams.

Objectives for 2002/03

1. The Council participants as an active member of the Canterbury Civil Defence Emergency Management Group (CDEMG).
2. Ensure that an effective organisational structure is maintained within the City for civil defence emergencies.
3. Ensure the City Wide Disaster Recovery Plan is an active and living document.
4. Participate in exercises to test readiness of Engineers, Rescue, and City Area Headquarters.
5. To have a fully trained and active Rescue Teams.

Performance Indicators

- 1.1 City Council personnel attend at least 90% of all CDEMG related meetings. (2002/2003: New)
- 2.1 To review the existing Service Level Agreement for the delivery of civil defence functions in conjunction with Environment Canterbury. (2002/2003: New)
- 3.1 To review the City Wide Disaster Recovery Plan and ensure it is accurate and updated as necessary, review to be completed by March 2003. (New 2000/2001).
- 4.1 Active participation in Civil Defence exercises is maintained. (2000/2001: Achieved).
- 5.1 To have three Council Civil Defence Rescue teams fully trained and actively participating in in-house and regional exercises. (2000/2001: Two teams fully trained with other staff trained as back up).

4.1.30

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	EMERGENCY MANAGEMENT

		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
OUTPUT : CIVIL DEFENCE			
DIRECT COSTS			
Operating Costs		87,000	60,800
ALLOCATED COSTS			
Building Rent		10,615	0
Depreciation		500	500
Debt Servicing		100	0
Transfer from Allocated Holding A/C	(6.34)% 4.70%	108,460	85,817
TOTAL COSTS		----- 206,675	----- 147,117
REVENUE			
Corporate Expenses Recovery		206,675	147,117
NET COST - CIVIL DEFENCE		----- 0	----- 0
		=====	=====
Cost of Capital Employed		122	82

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT : EXTERNAL COMMUNICATIONS MEDIA RELATIONS

Description

- To ensure that Citizens / Ratepayers are well informed of Council activity through the media.
- To assist unit staff in handling and communicating with the media.
- Maintaining the value of the Council brand through positive portrayal & publicity

Objectives for 2001/2002

1. To process and complete all media enquiries promptly.
2. To achieve and maintain significant positive / neutral newspaper coverage.
3. To work with unit staff who are authorised to represent the organisation to the media to improve their interview skills.

Performance Indicators

- 1.1 All media enquiries received during the year are responded to within 24 hours. (2000/2001: Achieved)
- 2.1 Newspaper monitoring to assess the proportion of positive / neutral coverage .- 80% attained during the year. (2000/2001: New)
- 3.1 All staff who are authorised to talk to the media believe that they have been given appropriate training and/or support throughout the year. (2002/2003: New)

4.1.31

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT : EXTERNAL COMMUNICATIONS MEDIA RELATIONS		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
Media Monitoring Service		6,000	4,000
Media Kit		3,500	0
TOTAL DIRECT COSTS		9,500	4,000
ALLOCATED COSTS			
Tranfer from Allocated Holding A/C	(1.82)% 2.05%	31,061	37,387
Alloc O/Head - Output Corporate Overheads Cost Centre		0	1,057
TOTAL ALLOCATED COSTS		31,061	38,444
TOTAL COSTS		40,561	42,444
REVENUE			
TOTAL REVENUE		0	0
NET COST EXTERNAL COMMUNICATIONS MEDIA RELATIONS		40,561	42,444

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT: EXTERNAL COMMUNICATIONS MEDIA RELATIONS

Description Monitoring and managing the Councils media relations strategy by ensuring the media are well informed of Council activities. To support and assist Council and its Business Units in dealing with the media.

Benefits The community as a whole benefit from being informed about Council Activities.

Strategic Objectives D1, D4, G1, G2 **CCC Policy**

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The community as a whole benefits from being informed about the Council's activities.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Direct benefits are services provided to client Units.

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

The costs of providing services for clients shall be recovered from those clients.

Control Negative Effects

4.1.funding.31

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT : EXTERNAL COMMUNICATIONS MEDIA RELATIONS

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	30,765	8,511	1,118	2,049		42,444 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	30,765	8,511	1,118	2,049	-	42,444
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	1,561	432	57	(2,049)		- CapValGen
<i>Total Modifications</i>	-	1,561	432	57	(2,049)	-	-
Total Costs and Modifications	-	32,326	8,943	1,175	-	-	42,444

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	32,326	8,943	1,175	-	-	42,444
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	32,326	8,943	1,175	-	-	42,444

4.1.text.32.i

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT : EXTERNAL COMMUNICATION COMMUNITY INFORMATION

For output text refer pages 4.1.text.32.ii and 4.1.text.32.iii.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT : EXTERNAL COMMUNICATION COMMUNITY INFORMATION (CONTD)

Description

- To advise on Council communication and general communication policy.
- To provide support to Council Units and Teams in providing information to ratepayers / citizens.
- To work with Units and Teams to communicate proactively and strategically.
- To ensure that the organisation's brand values are conveyed through communication .
- To assist units in cost-effectively producing advertising communications.
- To assist units in producing advertising communications that achieve set objectives.
- To ensure the council brand is accurately represented in advertising communications.
- To test the validity of proposed advertising / printing against the briefs supplied by the customer unit.
- To improve the overall quality of delivery of education and promotional programmes.
- To decrease the cost of delivery of education and promotional programmes.

Objectives for 2002/03

1. Work with units to ensure that information is appropriately conveyed to citizens / ratepayers through various delivery mechanisms.
2. Advise and assist units to influence the consistency and effectiveness of key messages.
3. Produce a regular newsletter to ratepayers to:
 - Instil an understanding of the integral role of the Council within the community.
 - Positively influence on key issues that the Council wants to change behaviour in regard to
 - Positively reflect value for money for rates.
 - Give readers a sense of ownership as stakeholders and encourage them to become more involved by making the Council more accessible.
 - Portray the Council as a significant, achieving social and economic driver of a sustainable Christchurch.
 - Portray the values, outputs (benefits) and the integral role of the organisation within the community.
 - Present key issues and ideas, preferably before other media.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT : EXTERNAL COMMUNICATION COMMUNITY INFORMATION (CONTD)

4. To reduce the cost of advertising communication throughout the organisation while maintaining or improving the effectiveness of the communication.
5. To maintain synergy between unit advertising messages and the brand values of the organisation.
6. To assist in ensuring that all advertising expenditure is necessary and aligned with specific objectives.
7. To improve the quality of education and promotional programmes within budget perimeters.
8. To centralise agreements with key education and promotion-based suppliers.
9. To reduce duplication of resources in education and promotion programme delivery.

Performance Indicators

- 1.1 Assess customer satisfaction of Council communications through resident's survey and other surveys. (2000/2001: 63% of residents believe they receive all information they need on Council activities. Source – Opinions monitor Aug. 2000 – Aug. 2001)
- 2.1 Units are satisfied that they have had their case represented in media or City Scene at least once over each major issue throughout the year. (2002/2003: New)
- 2.2 Units believe that work undertaken through the Communications / Advertising Production team has helped them achieve support for their initiatives during the year. (2002/2003: New)
- 3.1 Ten newsletters distributed to residents 2002/03 that achieve the criteria described in 3 above. (2001/2002: New)
- 4.1 Units advertising objectives are met within budget during the year. (2001/2002: New)
- 5.1 All advertising and printing messages tested against the organisation's brand values. (2001/2002: New)
- 6.1 All projects placed with the Communications Team are tested against the objectives stated in briefs. (2001/2002: New)
- 7.1 Feedback from recipient groups and results generated from programmes during the year. (2001/2002: New)
- 8.1 Key agreements continue to be established during the year. (2001/2002: New)
- 9.1 Co-ordination between unit education and promotion programmes is evident during the year. (2001/2002: New)

4.1.32

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT : EXTERNAL COMMUNICATION COMMUNITY INFORMATION

	2001/2002	2002/2003
	BUDGET	BUDGET
	\$	\$
DIRECT COSTS		
Corporate Promotion Material	0	0
Research (Branding)	0	0
Annual Plan Promotion	15,450	15,550
Residents Newsletter (City Scene - (3) 5 issues)	277,500	283,050
A & P Show	36,000	5,000
Cell Phone Tower Investigation	20,000	20,000
TOTAL DIRECT COSTS	----- 348,950	----- 323,600
ALLOCATED COSTS		
Tranfer from Allocated Holding A/C (29.30)% 32.75%	501,324	598,196
Alloc O/Head - Output Corporate Overheads Cost Centre	0	0
TOTAL ALLOCATED COSTS	----- 501,324	----- 598,196
TOTAL COSTS	----- 850,274	----- 921,796
REVENUE		
External Revenue	20,000	20,000
Internal Recoveries	45,000	15,000
Transfer from Public Accountability	0	0
Corporate Overhead Recoveries	0	443,398
TOTAL REVENUE	----- 65,000	----- 478,398
NET COST - EXTERNAL COMMUNICATION COMMUNITY INFORMATION	=====	=====
	436,324	119,798
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT: EXTERNAL COMMUNICATION COMMUNITY INFORMATION

Description External publication programmes to ensure the Council's stakeholders are fully informed of Council activities and achievements. It covers the cost of promotion of the Annual Plan and the production of the "City Scene"

Benefits The community as a whole benefits from being informed about Council's activities.

Strategic Objectives *CCC Policy*

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The community as a whole benefits from being informed about the Council's activities.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Direct benefits are services provided to client Units.

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

The costs of providing services for clients shall be recovered from those clients.

Control Negative Effects

4.1.funding.32

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT : EXTERNAL COMMUNICATION COMMUNITY INFORMATION

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	668,160	184,844	24,289	44,503		921,796 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	668,160	184,844	24,289	44,503	-	921,796
<i>Modifications</i>							
Transfer User Costs to Rating	478,398	(346,765)	(95,931)	(12,606)	(23,096)		- CapValAll
Non-Rateable	-	16,303	4,510	593	(21,406)		- CapValGen
<i>Total Modifications</i>	478,398	(330,461)	(91,421)	(12,013)	(44,503)	-	-
Total Costs and Modifications	478,398	337,699	93,423	12,276	-	-	921,796

Funded By

51.90% User Charges	478,398						478,398
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
48.10% Capital Value Rating	-	337,699	93,423	12,276	-	-	443,398
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	478,398	337,699	93,423	12,276	-	-	921,796

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT : INTERNAL COMMUNICATION

Description

- Assess internal communication needs on a regular basis.
- Support the corporate culture through internal communication on key corporate projects.
- Redefine the objectives and content of ‘The Gen’.
- Ensure ‘The Gen’ achieves a significant readership.

Objectives for 2002/03

1. Publish and distribute information on staff members activities.
2. Operate a newsletter/communication advisory and support service for all Council units.
3. Advise on internal communication related to the Corporate Culture.
4. Ensure the content of ‘The Gen’ is aligned with expectations.
5. Heighten awareness and readership of ‘The Gen’.

Performance Indicators

- 1.1 Chat newsletter is produced. (2002/2003: New)
- 2.1 Units are satisfied with internal communication support during the year. (2001/2002: New)
- 3.1 Internal communications are consistent with organisational cultural values during the year. (2002/2003: New)
- 4.1 Objectives of ‘The Gen’ set and agreed upon by August 2002. (2002/2003: New)
- 5.1 ‘The Gen’ achieves at least 60% readership throughout the Council during the year. (2001/2002: New)

4.1.33

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT : INTERNAL COMMUNICATION				2001/2002	2002/2003
				BUDGET	BUDGET
				\$	\$
DIRECT COSTS					
CCC Handbook				15,000	5,000
Newsletter				20,000	14,000
Communications Network				2,000	1,000
				-----	-----
				37,000	20,000
				-----	-----
ALLOCATED COSTS					
Tranfer from Allocated Holding A/C	(11.85)%	6.14%		202,722	112,162
				-----	-----
TOTAL ALLOCATED COSTS				202,722	112,162
				-----	-----
TOTAL COSTS				239,722	132,162
REVENUE					
Corporate Overhead Recoveries				0	132,162
				-----	-----
TOTAL REVENUE				0	132,162
				=====	=====
NET COST INTERNAL COMMUNICATION				239,722	0
				=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT: INTERNAL COMMUNICATION

Description To maintain regular and effective in-house communication strategies. Production of internal newsletters and the "Council's Handbook".

Benefits A better informed internal organisation benefits the community generally.

Strategic Objectives *CCC Policy*

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

A better-informed internal organisation benefits the community generally.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – OPERATIONS SECTION
OUTPUT CLASS:	CUSTOMER SUPPORT SERVICES

OUTPUT : COUNTER SERVICES

Description

Provision of access to Council information and payment facilities for customers who wish to walk in to Council Service Centres (stand alone or integrated onto Libraries).

Objective for 2002/03

1. To deliver services to meet customer demands and in line with the revised Suburban Service Delivery Strategy.

Performance Indicator

- 1.1 85% of customers surveyed are satisfied or better with the services delivered at Council Service Centres. (2002/2003 : New)

4.1.34

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	CUSTOMER SUPPORT SERVICES

OUTPUT : COUNTER SERVICES	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
Direct Costs	193,650	178,820
Allocated Costs	1,625,209	1,489,834
TOTAL COSTS COUNTER SERVICES	1,818,859	1,668,654
External Revenue	228,977	209,854
Internal Revenue	104,850	108,000
TOTAL REVENUES COUNTER SERVICES	333,827	317,854
NET COST EXTERNAL COMMUNICATIONS MEDIA RELATIONS	1,485,032	1,350,800

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	CUSTOMER SUPPORT SERVICES

OUTPUT: COUNTER SERVICES

Description Provision of information, payment facilities and contact point for walk-in customers wanting to access Christchurch City Council.

Benefits Citizens' can access Council services in the suburbs

Strategic Objectives Strategic **CCC Policy** Suburban Services Strategy 1997
Objectives A1-5,
B2, D1, G1-2;
Also the Suburban
Services Strategy
1997

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)**General Benefits (Section 112F(b))**

Community benefits from having Council in their locality

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Direct benefits accrue to the users of the service.

Control Negative Effects (Section 112F(d))**Modifications Pursuant to Section 12**

Modifications are necessary because Council has resolved not to charge the full cost of service

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)**General Benefits**

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Direct benefits to users not funded by user charges shall be funded by uniform annual charge on properties liable for the general rate.

Control Negative Effects

4.1.funding.34

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	CUSTOMER SUPPORT SERVICES

OUTPUT : COUNTER SERVICES

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
0.00% General Benefits	-	-	-	-	-	-	- CapValAll
100.00% Direct Benefits	1,668,654	-	-	-	-	-	1,668,654 TableC
0.00% Negative Effects	-	-	-	-	-	-	- 0
<i>Total Costs</i>	1,668,654	-	-	-	-	-	1,668,654
<i>Modifications</i>							
Transfer User Costs to Rating	(1,350,800)	979,122	270,871	35,593	65,214	-	- CapValAll
Non-Rateable	-	49,668	13,741	1,806	(65,214)	-	- CapValGen
<i>Total Modifications</i>	(1,350,800)	1,028,790	284,611	37,398	-	-	-
Total Costs and Modifications	317,854	1,028,790	284,611	37,398	-	-	1,668,654

Funded By

19.05% User Charges	317,854						317,854
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
80.95% Capital Value Rating	-	1,028,790	284,611	37,398	-	-	1,350,800
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	317,854	1,028,790	284,611	37,398	-	-	1,668,654

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : CORPORATE ADVICE

Description

- Contributing to project teams involved with the development, implementation, analysis and review of corporate policy processes and ways of improving the way that the Council goes about its activities.
- Participation in and contribution to the Corporate Strategy team and other standing corporate teams.
- Interacting with Unit Teams in the development and integration of Unit policy programmes and priorities.
- Providing accurate information, analysis and advice to Councillors and Community Board members on Council policy, strategic objectives and other matters to ensure an integration of social, environmental and economic outcomes

Objectives for 2002/03

1. To contribute to the quality of the Council's policy development processes.
2. Collaborative and effective participation in rolling assessments of the Council's 5 year spending programme and its best fit with the 'vision' and priorities of a socially, environmentally and economically sustainable Christchurch.
3. Manage the upgrading of the Council's asset management plans and stimulate new focus on strategic objectives.
4. Developing and implementing projects with the community, business, central government and other stakeholders in Christchurch to move Christchurch towards being a socially, environmentally and economically sustainable city.

Performance Indicators

- 1.1 Research projects, policy advice and other reports and tasks completed on time and to the satisfaction of the client.
- 2.1 Complete initial assessments.
- 3.1 Asset Management Plans improved by 30th June 2003 with at least 5 of the 8 plans reflecting NZ Best Practice.
- 4.1 That decisions are made on the shape of working relationships with the community sector by March 2003.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : CORPORATE ADVICE			2001/2002	2002/2003
			BUDGET	BUDGET
			\$	\$
DIRECT COSTS				
Strategic Projects			25,000	25,000
Consultants Fees			31,000	31,000
ALLOCATED COSTS				
Transfer from Allocated Holding A/C's	(5.18)%	5.28% Page 4.1.0	118,687	127,133
TOTAL COSTS			----- 174,687	----- 183,133
RECOVERIES				
Corporate Overhead			174,687	183,133
TOTAL REVENUE			----- 174,687	----- 183,133
NET COST - CORPORATE ADVICE			----- 0	----- 0
			=====	=====

4.1.text.36

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : ADVICE TO COUNCIL AND ITS COMMITTEES

This output has been discontinued for 2002/03 as it is now undertaken through other outputs within the Policy Directorate.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : ADVICE TO COUNCIL AND ITS COMMITTEES			2001/2002 BUDGET	2002/2003 BUDGET
			\$	\$
DIRECT COSTS				
Output & Standards Review			0	0
Policy Advice			75,000	0
Mayor Taskforce on Poverty			10,000	0
Disability/Barrier Free Fund			20,000	0
			-----	-----
			105,000	0
ALLOCATED COSTS				
Transfer from Allocated Holding A/C's	(13.11)%	0.00% Page 4.1.0	300,209	0
			-----	-----
			300,209	0
			-----	-----
TOTAL COSTS			405,209	0
			-----	-----
RECOVERIES				
Public Accountability			405,209	0
			-----	-----
TOTAL REVENUE			405,209	0
			-----	-----
NET COST - ADVICE TO COUNCIL AND ITS COMMITTEES			0	0
			=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	MANAGEMENT / SUPPORT

OUTPUT : ELECTED MEMBER POLICY ADVICE AND SUPPORT

Description

- Providing advice on policy matters to Councillors and Community Board members.
- Acting as the initial contact for policy change or clarification.
- Providing a facility for Councillors to obtain information on policy and strategic objectives.

Objectives

1. Provide accurate information, analysis and advice to Councillors and Community Board members on Council Policy and other matters

Performance Indicators

- 1.1 Councillors and Community Board members are provided with up to date information on policy and professional matters. Enquiries responded to within one week of receipt.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	MANAGEMENT/SUPPORT

			2001/2002 BUDGET	2002/2003 BUDGET
			\$	\$
OUTPUT : ELECTED MEMBER POLICY ADVICE AND SUPPORT				
ALLOCATED COSTS				
Transfer from Allocated Holding A/C's	(13.87)%	14.14% Page 4.1.0	317,663	340,268
			-----	-----
TOTAL COSTS			317,663	340,268
			-----	-----
RECOVERIES				
Public Accountability			317,663	340,268
			-----	-----
TOTAL REVENUE			317,663	340,268
			-----	-----
NET COST - ELECTED MEMBER POLICY ADVICE AND SUPPORT			0	0
			=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : ENVIRONMENT CONSERVATION AND OPEN SPACE

Description

Develop and monitor implementation of policies and strategies:

- for sustainable management of the natural resources and open spaces of the City.
- related to the retention and enhancement of significant landscapes and natural features.
- related to the purchase of strategic open space for the city.

Objectives for 2002/03

1. Review and monitor existing strategies relating to the natural resources of the city, and develop policies and strategies for their sustainable management.
2. Continue to develop policies and strategies to protect outstanding natural landscapes and vegetation.
3. Develop policies and strategies to address the future strategic needs for open space in the city.
4. Undertake with emphasis on the people needs of the City

Performance Indicators

- 1.1 To assist in the review of the policies and strategic component of the Parks Asset Management Plan and Waterways Asset Management Plan to produce an integrated and sustainable management plan for the natural resources of the city.
- 2.1 The Natural Environment Strategy completed by 1 January 2003.
- 3.1 The Strategic Open Space Strategy monitored, reviewed and updated by 1 January 2003.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : ENVIRONMENT CONSERVATION AND OPEN SPACE	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Administration Costs	41,725	41,725
Notable Tree Mtce Grants	7,000	7,000
Strategic Open Space Studies	50,000	50,000
ALLOCATED COSTS		
Depreciation	0	2,589
City Solutions Charges	0	0
Transfer from Allocated Holding A/C's (0.78)% 0.76% Page 4.1.0	17,868	18,210
Alloc O/Head - Output Corporate Overheads Cost Centre	0	3,038
NET COST - ENVIRONMENT CONSERVATION AND OPEN SPACE	----- 116,593	----- 122,562
Cost of Capital Employed	=====	=====
	352	587

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT: ENVIRONMENT CONSERVATION AND OPEN SPACE

Description Develop and implement policies for managing and planning the natural environment and open spaces.

Benefits Policy advice to Council.

Strategic Objectives A3, C1, C2, C3, C5 **CCC Policy** City Plan

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

None

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.38

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : ENVIRONMENT CONSERVATION AND OPEN SPACE

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	88,839	24,577	3,229	5,917		122,562 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	88,839	24,577	3,229	5,917	-	122,562
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	4,507	1,247	164	(5,917)		- CapValGen
<i>Total Modifications</i>	-	4,507	1,247	164	(5,917)	-	-
Total Costs and Modifications	-	93,345	25,824	3,393	-	-	122,562

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	93,345	25,824	3,393	-	-	122,562
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	93,345	25,824	3,393	-	-	122,562

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUTS: SOCIAL POLICY AND COMMUNITY GOVERNANCE ADVICE

Description

Council is committed to enhancing the social wellbeing of citizens and communities and this output is designed to:

- Provide accurate information and advice to Councillors, Community Board members and Council Units on matters relevant to Council's social policy outcomes and other matters
- Develop and implement where appropriate, policies and strategies to improve the quality of life of citizens

Objectives for 2002/03

1. To provide advice on the co-ordination, quality control and evaluation of Council processes which contribute to social wellbeing
2. To provide policy advice on social policy issues of concern to or affecting communities and citizens of Christchurch.
3. To provide support and advice to the Council to enable it to effectively represent the Council's concerns for the well-being of Christchurch residents.
4. To develop collaborative partnerships with other agencies which contribute to the quality of life of residents.
5. To support the Council in its advocacy on behalf of Christchurch on issues related to the quality of life of its citizens

Performance Indicators

- 1.1 That the Council is provided with the necessary support and advice to contribute to social wellbeing of Christchurch residents.
- 2.1 That the Council is provided with the necessary support and advice to effectively advocate its position.
- 3.1 That further relationship agreements are developed between the Council and various agencies and sector groups by 30 June 2003.
- 4.1 Submissions prepared on key social issues within the timelines required.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
OUTPUT : SOCIAL POLICY AND COMMUNITY GOVERNANCE ADVICE		
DIRECT COSTS		
Policy Advice	0	55,000
Community Development Research	20,000	20,000
	-----	-----
	20,000	75,000
ALLOCATED COSTS		
Transfer from Allocated Holding A/C's (0.00)% 4.76% Page 4.1.0	0	114,569
Alloc O/Head - Output Corporate Overheads Cost Centre	0	521
	-----	-----
	0	115,090
	-----	-----
TOTAL COSTS	20,000	190,090
	-----	-----
RECOVERIES		
	-----	-----
TOTAL REVENUE	0	0
	-----	-----
NET COST - SOCIAL POLICY AND COMMUNITY GOVERNANCE ADVICE	20,000	190,090
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT: SOCIAL POLICY AND COMMUNITY GOVERNANCE ADVICE

Description Develop a strategic vision for the future direction of Christchurch and advise Council on its priorities for achieving this vision.

Benefits Quality advice to assist the democratic governance of the city through the support for decision making.

Strategic Objectives A1-5, B1-5, C1-5, **CCC Policy** To ensure that Christchurch is and remains an excellent place in which to live and work.
E1-3, G1-2

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

Assuring that the Council leads Christchurch into the future in a direction that is of benefit to the community as a whole. The entire benefit is assessed as general.

Nature and Distribution of General Benefits

General benefits are considered to accrues in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.39

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : SOCIAL POLICY AND COMMUNITY GOVERNANCE ADVICE

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	137,786	38,118	5,009	9,177		190,090 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	137,786	38,118	5,009	9,177	-	190,090
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	6,990	1,934	254	(9,177)		- CapValGen
<i>Total Modifications</i>	-	6,990	1,934	254	(9,177)	-	-
Total Costs and Modifications	-	144,776	40,052	5,263	-	-	190,090

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	144,776	40,052	5,263	-	-	190,090
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	144,776	40,052	5,263	-	-	190,090

4.1.text.40.i

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : SUSTAINABLE DEVELOPMENT POLICY AND PLANNING

For text see page 4.1.text.40.ii and 4.1.text.40.iii.

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : SUSTAINABLE DEVELOPMENT POLICY AND PLANNING (CONTD)

Description

- The Council's goal is to create a socially, environmentally and economically sustainable city. And it recognises the opportunity for the city to become an international leader in sustainability and become a showcase example of a good place to live with clear business, social and community benefits. The Policy Team will assist Councillors develop this vision and statements of intent and provide advice on strategic priorities and plans to achieve this vision. This includes advice on optimising the overall balance and spread of annual spending on terms of achieving Council's strategic policies.
- A dual emphasis will be implemented focussing on Council's own activities and on implementing projects with the community, business and other stakeholders to move Christchurch towards social, environmental and economic sustainability.
- The team will support the Council in its advocacy on behalf of Christchurch on issues related to sustainable development.

Objectives for 2002/03

1. Provide advice to the Council on the development of strategic priorities and plans to achieve Sustainable Christchurch
2. Provide support and advice to the Council on ways to develop an effective relationship with the business and community sectors which will enhance the achievement of common goals.
3. Provide advice to the Council on the appropriate balance and spread of its annual spending to achieve the Council's strategic priorities.
4. Help move the Council in its operations closer to being a "sustainable business"
5. Ensure the Healthy Christchurch Charter is implemented through Council policy, planning, and service delivery priorities.
6. Support the Council in its advocacy on behalf of Christchurch on issues related to the social, environmental and economical sustainable development of Christchurch.

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : SUSTAINABLE DEVELOPMENT POLICY AND PLANNING (CONTD)

Performance Indicators

- 1.1 Council is provided with based on quality information and advice in accordance with the principles of good governance.
- 2.1 Advice provided for preparation of 2003/04 Annual Plan on implications of its of its funding of its vision and strategic objectives.
- 3.1 A number of co-operative business, commercial and the community sector initiatives designed to move Christchurch closer to being a socially, environmentally and economically sustainable city are developed and maintained.
- 4.1 Further develop 'how we do our business' initiatives within the Christchurch City organisation and to move it towards being a sustainable organisation, as measured by the M2M project.
- 5.1 Charter outcomes incorporated into Unit strategies and project plans.
- 6.1 Submissions prepared on time and of an acceptable quality.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : SUSTAINABLE DEVELOPMENT POLICY AND PLANNING	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Professional Fees	75,000	75,000
	-----	-----
	75,000	75,000
ALLOCATED COSTS		
Transfer from Allocated Holding A/C's (19.13)% 19.84% Page 4.1.0	438,121	477,422
Alloc O/Head - Output Corporate Overheads Cost Centre	0	13,368
	-----	-----
	438,121	490,790
	-----	-----
TOTAL COSTS	513,121	565,790
	-----	-----
RECOVERIES		
Public Accountability	0	0
	-----	-----
TOTAL REVENUE	0	0
	-----	-----
NET COST - SUSTAINABLE DEVELOPMENT POLICY AND PLANNING	513,121	565,790
	=====	=====

4.1.funding.text.40

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT: SUSTAINABLE DEVELOPMENT POLICY AND PLANNING

Description Develop a strategic vision for the future direction of Christchurch and advise Council on its priorities for achieving this vision.

Benefits Quality advice to assist the democratic governance of the city through the support for decision making.

Strategic Objectives A1-5, B1-5, C1-5, **CCC Policy** To ensure that Christchurch is and remains an excellent place in which to live and work.
E1-3, G1-2

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

Assuring that the Council leads Christchurch into the future in a direction that is of benefit to the community as a whole. The entire benefit is assessed as general.

Nature and Distribution of General Benefits

General benefits are considered to accrues in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.40

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : SUSTAINABLE DEVELOPMENT POLICY AND PLANNING

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	410,111	113,456	14,908	27,315		565,790 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	410,111	113,456	14,908	27,315	-	565,790
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	20,804	5,755	756	(27,315)		- CapValGen
<i>Total Modifications</i>	-	20,804	5,755	756	(27,315)	-	-
Total Costs and Modifications	-	430,915	119,211	15,665	-	-	565,790

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	430,915	119,211	15,665	-	-	565,790
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	430,915	119,211	15,665	-	-	565,790

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : SUSTAINABLE INITIATIVES

Description

- Implementing initiatives which raise the awareness of sustainability issues and increasing the capacity of the Council organisation and the City's people to improve the sustainability of both the Council organisation and the city as a whole

Objectives for 2002/03

1. To facilitate a variety of community engagement initiatives which develop an improved understanding between Council and the community on common values and aims for a sustainable future.
2. To lead the Council's engagement with the community during development of the 2003/04 Annual Plan to improve integration of Council initiatives based on agreed common values and improve Council's second triple bottom line annual plan and report..
3. Develop networks and partnerships with organisations including other Councils which help facilitate improvements nationally.

Performance Indicators

- 1.1 Increased public awareness of sustainable Christchurch initiatives tested by survey in 2002/2003.
- 2.1 A significant increase in the number of submissions, particularly those in support of the 2003/04 Draft Annual Plan.
- 3.1 Number of network/partners actively working together with Council to promote sustainability.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

		2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : SUSTAINABLE INITIATIVES			
DIRECT COSTS			
Climate Change		50,000	50,000
Various Sustainable Christchurch Initiatives		60,000	60,000
Community Gardens funding		0	50,000
		-----	-----
		110,000	160,000
ALLOCATED COSTS			
Transfer from Allocated Holding A/C's	(4.84)%	110,820	114,569
Alloc O/Head - Output Corporate Overheads Cost Centre	4.76% Page 4.1.0	0	5,753
		-----	-----
		110,820	120,322
		-----	-----
TOTAL COSTS		220,820	280,322
		-----	-----
RECOVERIES			
		-----	-----
TOTAL REVENUE		0	0
		-----	-----
NET COST - SUSTAINABLE INITIATIVES		220,820	280,322
		=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT: SUSTAINABLE INITIATIVES

Description Develop a strategic vision for the future direction of Christchurch and advise Council on its priorities for achieving this vision.

Benefits Quality advice to assist the democratic governance of the city through the support for decision making.

Strategic Objectives A1-5, B1-5, C1-5, **CCC Policy** To ensure that Christchurch is and remains an excellent place in which to live and work.
E1-3, G1-2

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)**General Benefits (Section 112F(b))**

Assuring that the Council leads Christchurch into the future in a direction that is of benefit to the community as a whole. The entire benefit is assessed as general.

Nature and Distribution of General Benefits

General benefits are considered to accrues in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))**Control Negative Effects (Section 112F(d))****Modifications Pursuant to Section 12**

None necessary.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)**General Benefits**

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits**Control Negative Effects**

4.1.funding.41

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : SUSTAINABLE INITIATIVES

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	203,190	56,212	7,386	13,533		280,322 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	203,190	56,212	7,386	13,533	-	280,322
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	10,307	2,851	375	(13,533)		- CapValGen
<i>Total Modifications</i>	-	10,307	2,851	375	(13,533)	-	-
Total Costs and Modifications	-	213,498	59,063	7,761	-	-	280,322

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	213,498	59,063	7,761	-	-	280,322
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	213,498	59,063	7,761	-	-	280,322

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : CITY PLANNING

Description

- Develop and implement where appropriate, policies for managing and planning the physical and built resources of the City and enhancing amenity values, including housing, community facilities, commerce, industry, tourism, recreation, rural activities and infrastructure.
- Respond to new initiatives for development within the City and consider their policy implications, as required.
- Lead or assist in projects requiring a significant planning policy input, as required.
- Undertake detailed planning and urban design studies of parts of the City subject to significant land use change.

Objectives for 2002/03

1. Complete area plans for the areas in the vicinity of Belfast, Cranford St Basin, Brooklands and Russley Rd / Memorial Avenue.
2. Continue to develop projects for achieving the objectives and policies of the City Plan other than by regulation.
3. Complete a review of the City's industrial land needs and implications of restricting further industrial development over the groundwater protection area.
4. Continue research into long term urban growth options for the City.
5. Initiate review of the retailing and related business activities objectives and policies.

Performance Indicators

- 1.1 Complete reports within set time frames.
- 2.1 Contribute towards projects within set time frames set by project leaders.
- 3.1 Complete area plans and concept plans for identified areas within agreed timeframes.
- 4.1 Contribute towards studies within agreed timeframes.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

	2001/2002	2002/2003
	BUDGET	BUDGET
	\$	\$
OUTPUT : CITY PLANNING		
DIRECT COSTS		
Administration Costs	284,971	289,661
Long Term Urban Development Strategy / East Side Zoning	60,000	60,000
Commercial Strategy Development	0	100,000
ALLOCATED COSTS		
Technical Advice (internal)	20,000	20,000
Depreciation	0	155
Geodata Charges	50,000	50,000
Transfer from Allocated Holding A/C's (12.23)%	280,066	287,725
Alloc O/Head - Output Corporate Overheads Cost Centre	0	18,108
NET COST CITY PLANNING	----- 695,037	----- 825,649
Cost of Capital Employed	=====	=====
	21	29

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT: CITY PLANNING

Description Develop and implement policies for managing and planning the physical and built resources of the City and enhancing amenity values; Promoting the stability and enhancement of older residential areas.

Benefits Policy advice to Council.

Strategic Objectives B3, C1, C2, C4 **CCC Policy** City Plan

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

None

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.42

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : CITY PLANNING

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	598,468	165,564	21,755	39,861		825,649 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	598,468	165,564	21,755	39,861	-	825,649
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	30,359	8,399	1,104	(39,861)		- CapValGen
<i>Total Modifications</i>	-	30,359	8,399	1,104	(39,861)	-	-
Total Costs and Modifications	-	628,827	173,963	22,859	-	-	825,649

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	628,827	173,963	22,859	-	-	825,649
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	628,827	173,963	22,859	-	-	825,649

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : URBAN DESIGN ADVICE

Description

- Develop and promote a high quality urban environment which is attractive, efficient and sustainable.

Objectives for 2002/03

1. Develop and review policy relating to urban design issues throughout the city.
2. Participate in and respond to National urban design issues and initiatives.
3. Respond to, review, develop and disseminate City Plan policies, objectives and rules relating to urban design.
4. Promote the need for and benefits of good urban design through education and advocacy.
5. Provide advice to Council staff and members, the public and business communities, proactively seeking opportunities for adding value.
6. Prepare non-statutory guidance in the form of design guides, design briefs, development briefs, concept plans, design strategies etc

Performance Indicators

- 1.1 Policy matters initiated and responded to in a timely manner.
- 2.1 National urban design issues responded to as appropriate.
- 3.1 Progress made on review of Character Groups by June 2003.
- 3.2 Special Amenity Area explanatory leaflets completed by December 2002.
- 4.1 A series of presentations made to staff, Council Committees, the public, students and other interest groups.
- 5.1 Requests for advice responded to in a timely and effective manner.
- 6.1 Signage and information strategy completed by June 2003.
- 6.2 Progress made on lighting policy and strategy by June 2003.
- 6.3 Progress made on street furniture and paving strategy by 30 June 2003.
- 6.4 Other non-statutory guidance provided as required.

4.1.43

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

	2001/2002	2002/2003
	BUDGET	BUDGET
	\$	\$
OUTPUT : URBAN DESIGN ADVICE		
DIRECT COSTS		
Administration Costs	61,000	61,000
Verandah Clean Up Programme/Streetscape Enhancement	20,000	0
	-----	-----
	81,000	61,000
ALLOCATED COSTS		
City Solutions Charges	92,810	110,000
Transfer from Allocated Holding A/C's (0.39)% 0.38% Page 4.1.0	8,934	9,105
Technical Advice (internal)	10,000	10,000
Alloc O/Head - Output Corporate Overheads Cost Centre	0	5,022
Depreciation	0	0
	-----	-----
TOTAL COST	192,744	195,127
EXTERNAL REVENUE	0	0
NET COST - URBAN DESIGN ADVICE	-----	-----
	192,744	195,127
	=====	=====
Cost of Capital Employed	100	127

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT: URBAN DESIGN ADVICE

Description Develop and implement policies relating to urban design, urban form, and landscape of the City.

Benefits Policy advice to Council.

Strategic Objectives A3, C2 **CCC Policy** City Plan

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

There are some specific advice given to property developers which benefit those properties and in the vicinity.

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.43

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : URBAN DESIGN ADVICE

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
90.00% General Benefits	-	127,293	35,215	4,627	8,478		175,614 CapValAll
10.00% Direct Benefits	-	14,144	3,913	514	942		19,513 CapValAll
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	141,437	39,128	5,142	9,420	-	195,127
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- CapValAll
Non-Rateable	-	7,175	1,985	261	(9,420)		- CapValGen
<i>Total Modifications</i>	-	7,175	1,985	261	(9,420)	-	-
Total Costs and Modifications	-	148,612	41,113	5,402	-	-	195,127

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	148,612	41,113	5,402	-	-	195,127
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	148,612	41,113	5,402	-	-	195,127

RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : CITY HERITAGE ADVICE AND GRANTS

Description:

- Develop policy relating to the conservation and retention of buildings, places and objects of historic, social, cultural, architectural, archaeological, technological, local and regional significance including wahi tapu and wahi tapu sites of significance to Tangata Whenua.
- Provide, where appropriate, heritage advice to Council Committees and staff and monitor and contribute to the heritage management and conservation of the Council's heritage assets.
- Implement as appropriate and provide an advocacy role through the policies outlined in the Council's Heritage Conservation Policy (1999).

Objectives for 2002/03

1. Respond, as appropriate, to Resource Consent matters relating to heritage buildings, places and objects.
2. Respond, review heritage listings and develop, as appropriate, policy through the City Plan process.
3. Assist with and investigate new uses, appropriate development potential and costs for the retention of listed heritage buildings at risk through the City Plan and Heritage Retention Incentive Grants Policy.
4. Promote awareness of the city's cultural heritage through education and advocacy work including the placement of plaques on listed heritage items, the publication, as appropriate, of pamphlets and booklets to achieve this objective.
5. Manage Heritage Week as a Council and Community way of promoting heritage issues City wide including assisting Community Board initiatives, as appropriate, which promote heritage issues.
6. Assist with and participate in Community and National organisations as appropriate.
7. Assist with and respond to public initiatives for heritage conservation, retention and advocacy in general.

Performance Indicators for 2002/03

- 1.1 Provide advice, reports and evidence as required for Resource Consent matters within the statutory time frame.
- 2.1 Research and review heritage listing in response to City Plan matters and City Plan References to the Environment Court as required.
- 3.1 Manage a risk assessment register; provide Heritage Retention Incentive Grants within budget and in accordance with policy.
- 4.1 Liase with and speak to Community Groups, including students; provide plaques for heritage buildings as appropriate; publish and update pamphlets and booklets as appropriate and within budget.
- 5.1 Provide a week of community heritage activities (on time and within budget), and provide ongoing support that assists to promote heritage issues and understanding within the Christchurch community; assist with the implementation and development of Community Board Heritage Awards, initiatives and Community Board heritage advocacy work.
- 6.1 Timely input to local and national heritage organisations; respond to national policy matters.
- 7.1 Respond to enquiries, provide advice and information, assist with the development of community heritage projects as required.

RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : CITY HERITAGE ADVICE AND GRANTS			2001/2002	2002/2003
			BUDGET	BUDGET
			\$	\$
DIRECT COSTS				
Employee Remuneration & Overhead			30,000	0
Employee FTE'S	(0.00)	0.00		
Administration Costs			65,000	20,000
Ngaio Marsh House - Interest Grant			5,000	5,000
Arts Centre Trust - Grant			360,000	330,000
Cathedral Chapter -Grant			200,000	200,000
Archeological Sites within City			10,000	10,000
Music Centre - Grant			23,000	16,500
Heritage Development Projects			30,000	30,000
Heritage Week			50,000	50,000
			-----	-----
			773,000	661,500
ALLOCATED COSTS				
Transfer from Allocated Holding A/C's	(0.39)%	0.38% Page 4.1.0	8,934	9,105
Alloc O/Head - Output Corporate Overheads Cost Centre			0	28,880
Technical Advice (internal)			5,000	5,000
City Solutions Charges			195,600	220,000
Rent (Nurses Chapel)			37,200	37,200
Rent (Chokebore Lodge)			25,200	25,200
Rent (Saint Marys Chapel)			63,600	63,600
Depreciation			0	0
			-----	-----
TOTAL COST			1,108,534	1,050,486
EXTERNAL REVENUE				
			0	0
NET COST - CITY HERITAGE ADVICE AND GRANTS			-----	-----
Cost of Capital Employed			1,108,534	1,050,486
			-----	-----
			0	

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT: CITY HERITAGE ADVICE AND GRANTS

Description Develop and implement policies relating to retention of heritage trees and buildings; monitor the management of the Council's heritage assets.

Benefits Policy advice to Council.

Strategic Objectives C2, C3, D2 **CCC Policy** City Plan

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

All benefits are to the city as a whole.

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

The direct beneficiaries are recipients of grants and advice. There is no possible recovery.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.44

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : CITY HERITAGE ADVICE AND GRANTS

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	761,440	210,650	27,680	50,716		1,050,486 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	761,440	210,650	27,680	50,716	-	1,050,486
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- CapValAll
Non-Rateable	-	38,626	10,686	1,404	(50,716)		- CapValGen
<i>Total Modifications</i>	-	38,626	10,686	1,404	(50,716)	-	-
Total Costs and Modifications	-	800,066	221,336	29,084	-	-	1,050,486

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	800,066	221,336	29,084	-	-	1,050,486
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	800,066	221,336	29,084	-	-	1,050,486

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : TRANSPORTATION

Description

- Develop and review policy relating to transportation within the City to improve sustainable mobility and quality of life for citizens, businesses and visitors to the city.

Objectives for 2002/03

1. Provide policy advice and advocacy for the transportation needs and priorities of Christchurch, including contributing to the development of the City Plan and national and regional transportation policy documents (eg NZ Transport Strategy and the Metropolitan Christchurch Transport Strategy.).
2. Assess and prepare submissions on transportation aspects of national, regional and adjacent local authorities policies and strategies, as appropriate.
3. Complete the development of long term transportation strategies for the City.
4. Complete studies of major transport corridors including across the north and south west of the city.

Performance Indicators

- 1.1 Advocate and promote the Metropolitan Transport Strategy and its component strategies into programmes and budgets by 30 June 2003.
- 2.1 Preparation on time of submissions for Council approval and participation in central Government transport policy initiatives.
- 2.2 Lodge submissions within timetables set by the relevant authorities.
- 3.1 Complete one new strategy by 30 June 2003.
- 4.1 Make progress by 30 June 2003.

4.1.45

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
OUTPUT : TRANSPORTATION			
DIRECT COSTS			
Professional Fees		50,000	50,000
Council Transport Initiative (Staff Bus Pass Scheme)		65,000	95,000
		-----	-----
TOTAL DIRECT COSTS		115,000	145,000
ALLOCATED COSTS			
Transfer from Allocated Holding A/C's	(5.62)%	5.52% Page 4.1.0	
		128,688	132,780
City Solutions Charges		0	0
Alloc O/Head - Output Corporate Overheads Cost Centre		0	6,349
		-----	-----
		128,688	139,129
		-----	-----
NET COST - TRANSPORTATION		243,688	284,129
		=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT: TRANSPORTATION

Description Develop policy for transportation and public transport.

Benefits Policy advice to Council.

Strategic Objectives C2, C4, E2 **CCC Policy** City Plan, Public Transport, Traffic calming

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

None

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.45

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : TRANSPORTATION

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	205,949	56,975	7,487	13,717		284,129 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	205,949	56,975	7,487	13,717	-	284,129
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	10,447	2,890	380	(13,717)		- CapValGen
<i>Total Modifications</i>	-	10,447	2,890	380	(13,717)	-	-
Total Costs and Modifications	-	216,397	59,865	7,866	-	-	284,129

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	216,397	59,865	7,866	-	-	284,129
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	216,397	59,865	7,866	-	-	284,129

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : ENVIRONMENTAL HEALTH

Description

Develop and monitor policy relating to:

- environmental health and pollution issues.
- animal control.
- general bylaws.

Objectives for 2002/03

1. To further advance the collaborative partnership between the Council, Crown Public Health, The District Health Board, Ngai Tahu, School of Medicine, Ministry of Health with the aim of improving the public health of the City.
2. Review policies as necessary, relating to environmental health, animal control, pest management, pollution control and general bylaws.
3. Provide advice on matters related to public and environmental health, including the Biosecurity Act and Hazardous Substances and New Organisms Act.
4. Prepare advice on legislative changes in the public health and environmental health field where such legislation affects the Council's operations.

Performance Indicators

- 1.1 Reports on the Healthy Christchurch Charter presented to relevant Units, Committees and the Council.
- 2.1 Undertake reviews of public places and signs bylaw and dog control policy to be completed before 30 June 2003.
- 3.1 Written answers to requests within one month from request.
- 4.1 Provide advice within the corporate time frames.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

		2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : ENVIRONMENTAL HEALTH			
DIRECT COSTS			
Administration Costs		29,175	29,175
Air Pollution Research/Promotion		40,000	40,000
Joint Venture Partnership for Security Patrols with Police		30,000	30,000
		-----	-----
TOTAL DIRECT COSTS		99,175	99,175
ALLOCATED COSTS			
Transfer from Allocated Holding A/C's	(3.12)% 3.03% Page 4.1.0	71,472	72,842
City Solutions Charges		0	0
Alloc O/Head - Output Corporate Overheads Cost Centre		0	4,446
Depreciation		0	1,226
		-----	-----
		71,472	78,514
		-----	-----
NET COST - ENVIRONMENTAL HEALTH		170,647	177,689
		=====	=====
COST OF CAPITAL EMPLOYED			
		173	239

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT: ENVIRONMENTAL HEALTH

Description Develop and monitor policy relating to environmental health and pollution issues, animal control and general bylaws.

Benefits Policy advice to Council.

Strategic Objectives A3, C1, C2, C4 **CCC Policy** City Plan

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

None

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.46

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : ENVIRONMENTAL HEALTH

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	128,797	35,631	4,682	8,578		177,689 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	128,797	35,631	4,682	8,578	-	177,689
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	6,534	1,807	238	(8,578)		- CapValGen
<i>Total Modifications</i>	-	6,534	1,807	238	(8,578)	-	-
Total Costs and Modifications	-	135,330	37,439	4,920	-	-	177,689

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	135,330	37,439	4,920	-	-	177,689
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	135,330	37,439	4,920	-	-	177,689

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	PLANS AND POLICY STATEMENTS

OUTPUT : CITY PLAN

Description

- Develop and review the objectives and policies of the City Plan.

Objectives for 2002/03

1. Prepare reports and attend hearings of references to the Council's decision on submissions to the City Plan, particularly as they relate to objectives and policies.
2. Undertake research, monitor and further develop the objectives and policies and rules of the City Plan as appropriate.
3. Provide a framework for and input to variations to the City Plan which addresses issues of strategic significance to the City.

Performance Indicators

- 1.1 Reports completed for hearing within time frames set down by the City Plan reference process, and to professional standards.
- 2.1 Research development of objectives and policies within the time frames set down by the City Plan process.
- 3.1 Section 32 assessments for variations accepted by the Council and Court as meeting required standards of R.M. Act.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PLANS AND POLICY STATEMENTS

OUTPUT : CITY PLAN		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
ALLOCATED COSTS			
City Solutions Charges		71,000	85,000
Transfer from Allocated Holding A/C's	(7.80)% 7.57% Page 4.1.0	178,680	182,104
Alloc O/Head - Output Corporate Overheads Cost Centre		0	6,505
		-----	-----
NET COST - CITY PLAN		249,680	273,609
		=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PLANS AND POLICY STATEMENTS

OUTPUT: CITY PLAN

Description Develop the objectives and policies of the City Plan;
Assist with the development of rules for the City Plan.

Benefits City planned for the benefit of residents, communities and businesses

Strategic Objectives C1, C2, C3, C5, **CCC Policy** City Plan
G1

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

None

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.47

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PLANS AND POLICY STATEMENTS

OUTPUT : CITY PLAN

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	198,325	54,866	7,209	13,209		273,609 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	198,325	54,866	7,209	13,209	-	273,609
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	10,060	2,783	366	(13,209)		- CapValGen
<i>Total Modifications</i>	-	10,060	2,783	366	(13,209)	-	-
Total Costs and Modifications	-	208,385	57,649	7,575	-	-	273,609

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	208,385	57,649	7,575	-	-	273,609
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	208,385	57,649	7,575	-	-	273,609

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	PLANS AND POLICY STATEMENTS

OUTPUT : REGIONAL AND DISTRICT PLANS AND POLICIES

Description

- Contribute towards the preparation of regional plans and policy statements and plans of adjoining districts, from the City's point of view.
- Consider the planning implications for the City, of national, regional and adjoining district plans and policy statements.

Objective for 2002/03

1. Make submissions, as appropriate, on Policy Statements and Plans prepared by Government, the Canterbury Regional Council and adjoining district councils.

Performance Indicator

- 1.1 Submissions made within timetables set by the other organisations.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PLANS AND POLICY STATEMENTS

OUTPUT : REGIONAL AND DISTRICT PLANS AND POLICIES	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
ALLOCATED COSTS		
City Solutions Charges	0	0
Transfer from Allocated Holding A/C's (1.95)% 1.89% Page 4.1.0	44,670	45,526
Alloc O/Head - Output Corporate Overheads Cost Centre	0	1,164
	-----	-----
NET COST - REGIONAL AND DISTRICT PLANS AND POLICIES	44,670	46,690
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PLANS AND POLICY STATEMENTS

OUTPUT: REGIONAL AND DISTRICT PLANS AND POLICIES

Description Contribute to the preparation of regional plans and policy statements and plans of adjoining districts; consider the implications for the City of such plans and policy statements.

Benefits Impacts on the City are identified and managed.

Strategic Objectives C1, C3, C5 **CCC Policy** City Plan

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)**General Benefits (Section 112F(b))**

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

None

Control Negative Effects (Section 112F(d))**Modifications Pursuant to Section 12**

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)**General Benefits**

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits**Control Negative Effects**

4.1.funding.48

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PLANS AND POLICY STATEMENTS

OUTPUT : REGIONAL AND DISTRICT PLANS AND POLICIES

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	33,843	9,363	1,230	2,254		46,690 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	33,843	9,363	1,230	2,254	-	46,690
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	1,717	475	62	(2,254)		- CapValGen
<i>Total Modifications</i>	-	1,717	475	62	(2,254)	-	-
Total Costs and Modifications	-	35,560	9,837	1,293	-	-	46,690

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	35,560	9,837	1,293	-	-	46,690
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	35,560	9,837	1,293	-	-	46,690

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	PLANS AND POLICY STATEMENTS

OUTPUT : URBAN AMENITY IMPROVEMENT PLANS

Description

- Progressive renewal of older parts of the city to standards appropriate in today's environment. Co-ordinating and encouraging renewal of the physical environment to assist in strengthening the economic and social wellbeing of communities.

Objectives for 2002/03

1. Ensure agreed urban renewal programmes are carried out and a programme for 2003/04 is developed.
2. Identify opportunities and prepare plans, briefs and programmes for improvements to older residential areas.
3. Identify opportunities and prepare plans, briefs and programmes for improvements to suburban shopping centres, older commercial and industrial areas.
4. Prepare plans and briefs for guiding and coordinating the redevelopment of urban sites.

Performance Indicators

- 1.1 Projects identified for the year are completed and the 2003/04 programme is agreed.
- 2.1 Progress made in implementing projects and initiatives identified in the St Albans and Charleston Neighbourhood Plans.
- 2.2 Existing Neighbourhood Plans revisited or new Neighbourhood Plans identified and progressed as agreed.
- 3.1 Progress made in implementing initiatives identified in Sydenham Concept Plan.
- 3.2 Other opportunities for commercial and industrial renewal identified and responded to
- 4.1 Plans and briefs are in place at an early stage, having been developed through a collaborative process.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PLANS AND POLICY STATEMENTS

OUTPUT : URBAN AMENITY IMPROVEMENT PLANS	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Urban Renewal Projects - Operational Component	250,000	250,000
ALLOCATED COSTS		
City Solutions Charges	84,000	100,000
Transfer from Allocated Holding A/C's (1.95)% 1.89% Page 4.1.0	44,670	45,526
Alloc O/Head - Output Corporate Overheads Cost Centre	0	9,865
	-----	-----
NET COST - URBAN AMENITY IMPROVEMENT PLANS	378,670	405,391
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PLANS AND POLICY STATEMENTS

OUTPUT: URBAN AMENITY IMPROVEMENT PLANS

Description Prepare concept plans for improving the environmental qualities of the Central City, residential areas, suburban shopping centres and industrial areas..

Benefits Improvements to central city, residential, and suburban areas.

Strategic Objectives C2 **CCC Policy** City Plan, Undergrounding of overhead services, Urban Renewal Policy

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

The properties within the improvement area are assumed to benefit directly from this output.

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

We cannot identify the quantum of benefit to each nor are there any practical means of direct recovery, therefore the direct benefits are transferred to Capital Value rating.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.49

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PLANS AND POLICY STATEMENTS

OUTPUT : URBAN AMENITY IMPROVEMENT PLANS

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
75.00% General Benefits	-	220,385	60,969	8,011	14,679		304,044 CapValAll
25.00% Direct Benefits	-	73,462	20,323	2,670	4,893		101,348 CapValAll
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	293,846	81,292	10,682	19,572	-	405,391
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	14,906	4,124	542	(19,572)		- CapValGen
<i>Total Modifications</i>	-	14,906	4,124	542	(19,572)	-	-
Total Costs and Modifications	-	308,752	85,415	11,224	-	-	405,391

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	308,752	85,415	11,224	-	-	405,391
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	308,752	85,415	11,224	-	-	405,391

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	PLANS AND POLICY STATEMENTS

OUTPUT : CENTRAL CITY POLICY, PLANNING AND PROJECT DEVELOPMENT

Description

- Contribute towards the development of the strategic objectives of the Council relating to or affecting the central city.
- Contribute towards feasibility studies and plans for major Council projects in the central city.

Objective for 2002/03

1. Identify opportunities and prepare plans, briefs and programmes for improvements to the Central City.
2. Respond to requests for assistance with feasibility studies and plans for major Council projects in the central city.
3. Ensure feasibility studies and plans take account of social, environmental and economic impacts.

Performance Indicators

- 1.1 Complete special character area precinct upgrade project and other plans and briefs within agreed timeframes.
- 2.1 Complete studies within agreed time frames set by the Council.
- 3.1 All plans and studies have social, environmental and economic assessments completed.

4.1.50

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PLANS AND POLICY STATEMENTS

OUTPUT : CENTRAL CITY POLICY, PLANNING AND PROJECT DEVELOPMENT	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Project Feasibility Studies	60,000	60,000
Central City Board - Running Costs	65,000	0
Central City Board - Development Projects Funding	70,000	0
Central City Project Team "Internal" & "External"	250,000	130,000
Triple Bottom Line Reporting	30,000	30,000
Special Character Area Precinct Upgrade	200,000	200,000
ALLOCATED COSTS		
City Solutions Charges	8,000	10,000
Transfer from Allocated Holding A/C's (3.38)% 11.79% Page 4.1.0	77,295	283,636
Alloc O/Head - Output Corporate Overheads Cost Centre	0	19,808
NET COST - CENTRAL CITY POLICY, PLANNING AND PROJECT DEVELOPMENT	760,295	733,444

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PLANS AND POLICY STATEMENTS

OUTPUT: CENTRAL CITY POLICY, PLANNING AND PROJECT DEVELOPMENT

Description Contribute to the development of the strategic objectives of the Council;
Contribute towards plans and feasibility studies for major Council projects.

Benefits Planning input into corporate projects.

Strategic Objectives *CCC Policy* City Plan

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

None

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.50

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PLANS AND POLICY STATEMENTS

OUTPUT : CENTRAL CITY POLICY, PLANNING AND PROJECT DEVELOPMENT

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	531,634	147,075	19,326	35,409		733,444 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	531,634	147,075	19,326	35,409	-	733,444
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	26,968	7,461	980	(35,409)		- CapValGen
<i>Total Modifications</i>	-	26,968	7,461	980	(35,409)	-	-
Total Costs and Modifications	-	558,602	154,535	20,306	-	-	733,444

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	558,602	154,535	20,306	-	-	733,444
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	558,602	154,535	20,306	-	-	733,444

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	CONSENTS AND APPLICATIONS

OUTPUT : SUMMIT ROAD PROTECTION

Description

- Provide planning, resource management and landscape advice to the Summit Road Protection Authority.

Objectives for 2002/03

1. Provide advice on applications to develop land and buildings within the area of the Act, as required.
2. Provide advice as required on general matters affecting the Port Hills.

Performance Indicators

- 1.1 Provide advice on applications within statutory time frames.
- 2.1 Complete within agreed time frame.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	CONSENTS AND APPLICATIONS

OUTPUT : SUMMIT ROAD PROTECTION	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Administration Costs	14,000	14,000
ALLOCATED COSTS		
City Solutions Charges	0	0
Transfer from Allocated Holding A/C's (0.39)% 0.38% Page 4.1.0	8,934	9,105
Alloc O/Head - Output Corporate Overheads Cost Centre	0	597
	-----	-----
NET COST - SUMMIT ROAD PROTECTION	22,934	23,703
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	CONSENTS AND APPLICATIONS

OUTPUT: SUMMIT ROAD PROTECTION

Description Provide planning, resource management and landscape advice to the Summit Road Protection Authority.

Benefits Protection of the natural values of the port hills for the benefit of the city.

Strategic Objectives C3 **CCC Policy** City Plan

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

None

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.51

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	CONSENTS AND APPLICATIONS

OUTPUT : SUMMIT ROAD PROTECTION

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	17,181	4,753	625	1,144		23,703 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	17,181	4,753	625	1,144	-	23,703
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	872	241	32	(1,144)		- CapValGen
<i>Total Modifications</i>	-	872	241	32	(1,144)	-	-
Total Costs and Modifications	-	18,052	4,994	656	-	-	23,703

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	18,052	4,994	656	-	-	23,703
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	18,052	4,994	656	-	-	23,703

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	CONSENTS AND APPLICATIONS

OUTPUT : REGIONAL PLANS CONSENTS

Description

- Assess resource consent applications for land use, water permits, discharge permits and coastal permits made to the Canterbury Regional Council, which affect the City.

Objective for 2002/03

1. Assess regional resource consent applications and lodge submissions as appropriate.

Performance Indicator

- 1.1 Response within time frames set by Regional Council.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	CONSENTS AND APPLICATIONS

OUTPUT : REGIONAL PLANS CONSENTS	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
ALLOCATED COSTS		
City Solutions Charges	0	0
Transfer from Allocated Holding A/C's (1.95)% 1.89% Page 4.1.0	44,670	45,526
Alloc O/Head - Output Corporate Overheads Cost Centre	0	1,164
	-----	-----
NET COST - REGIONAL PLANS CONSENTS	44,670	46,690
	=====	=====

4.1.funding.text.52

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	CONSENTS AND APPLICATIONS

OUTPUT: REGIONAL PLANS CONSENTS

Description Assess implications for the City of applications for resource consents and plan changes made to the Canterbury Regional Council.

Benefits City input into regional consents

Strategic Objectives C1, C3, C5 **CCC Policy** City Plan, Regional Resource Consent Procedures

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

None

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.52

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	CONSENTS AND APPLICATIONS

OUTPUT : REGIONAL PLANS CONSENTS

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	33,843	9,363	1,230	2,254		46,690 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	33,843	9,363	1,230	2,254	-	46,690
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	1,717	475	62	(2,254)		- CapValGen
<i>Total Modifications</i>	-	1,717	475	62	(2,254)	-	-
Total Costs and Modifications	-	35,560	9,837	1,293	-	-	46,690

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	35,560	9,837	1,293	-	-	46,690
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	35,560	9,837	1,293	-	-	46,690

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	CONSENTS AND APPLICATIONS

OUTPUT : CITY AND DISTRICT PLANS CONSENTS

Description

- Assess changes and resource consent applications to the City Plan for their implications for objectives and policies.
- Assess changes and resource consent applications to the District Plans of adjoining councils for their implications for the City.

Objective for 2002/03

1. Assess changes and resource consent applications to the City Plan and adjoining District Plans, as appropriate.

Performance Indicator

- 1.1 Response within time frames set by City and District Councils.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	CONSENTS AND APPLICATIONS

OUTPUT : CITY AND DISTRICT PLANS CONSENTS	2001/2002 BUDGET	2002/2003 BUDGET
ALLOCATED COSTS		
City Solutions Charges	63,280	75,000
Transfer from Allocated Holding A/C's (1.95)% 1.89% Page 4.1.0	44,670	45,526
Alloc O/Head - Output Corporate Overheads Cost Centre	0	2,812
	-----	-----
NET COST - CITY AND DISTRICT PLANS CONSENTS	107,950	123,339
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	CONSENTS AND APPLICATIONS

OUTPUT: CITY AND DISTRICT PLANS CONSENTS

Description Assess implications of applications for Plan changes and resource consents for the Plan's objectives and policies; assess implications in changes of district plans of neighbouring authorities for the City.

Benefits Policy input into consents.

Strategic Objectives C1, C2, C3, C5 **CCC Policy** City Plan

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)**General Benefits (Section 112F(b))**

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

The properties on which the consent is applied and the surrounding properties are assumed to benefit directly from this output.

Control Negative Effects (Section 112F(d))**Modifications Pursuant to Section 12**

We cannot identify the quantum of benefit to each nor are there any practical means of direct recovery, therefore the direct benefits are transferred to Capital Value rating.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)**General Benefits**

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits**Control Negative Effects**

4.1.funding.53

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	CONSENTS AND APPLICATIONS

OUTPUT : CITY AND DISTRICT PLANS CONSENTS

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
50.00% General Benefits	-	44,701	12,366	1,625	2,977		61,669 CapValAll
50.00% Direct Benefits	-	44,701	12,366	1,625	2,977		61,669 CapValAll
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	89,401	24,733	3,250	5,955	-	123,339
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	4,535	1,255	165	(5,955)		- CapValGen
<i>Total Modifications</i>	-	4,535	1,255	165	(5,955)	-	-
Total Costs and Modifications	-	93,937	25,987	3,415	-	-	123,339

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	93,937	25,987	3,415	-	-	123,339
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	93,937	25,987	3,415	-	-	123,339

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	FUNDS ADMINISTRATION

OUTPUT : NON CONFORMING USES FUND ADMINISTRATION**Description**

- Identify, purchase, clear and re-sell non conforming properties causing nuisances within residential areas and inhibiting redevelopment.

Objective for 2002/03

1. Investigate the purchase, clearance and disposal of, one non conforming property.

Performance Indicator

- 1.1 Complete by 30 June 2003.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	FUNDS ADMINISTRATION

OUTPUT : NON CONFORMING USES FUND ADMINISTRATION	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
ALLOCATED COSTS		
Transfer from Allocated Holding A/C's (0.39)% 0.38% Page 4.1.0	8,934	9,105
Alloc O/Head - Output Corporate Overheads Cost Centre	0	363
City Solutions Charges	5,000	0
NET COST - NON CONFORMING USES FUND ADMINISTRATION	----- 13,934	----- 9,468
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	FUNDS ADMINISTRATION

OUTPUT: NON CONFORMING USES FUND ADMINISTRATION

Description Identification, purchase, clearance and re-sale of non-conforming properties causing nuisances within residential areas and infill development.

Benefits Improvement of residential amenities

Strategic Objectives C2 **CCC Policy** City Plan

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

None

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.54

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	FUNDS ADMINISTRATION

OUTPUT : NON CONFORMING USES FUND ADMINISTRATION

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	6,863	1,899	249	457		9,468 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	6,863	1,899	249	457	-	9,468
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	348	96	13	(457)		- CapValGen
<i>Total Modifications</i>	-	348	96	13	(457)	-	-
Total Costs and Modifications	-	7,211	1,995	262	-	-	9,468

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	7,211	1,995	262	-	-	9,468
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	7,211	1,995	262	-	-	9,468

RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	FUNDS ADMINISTRATION

OUTPUT : HERITAGE RETENTION FUND ADMINISTRATION AND GRANTS**Description**

- Consider applications for grants to help retain listed historic buildings.

Objective for 2002/03

1. Continue to assess applications for grants as they are received.

Performance Indicator

- 1.1 Assistance to owners of 10 listed heritage buildings by 30 June 2003.

RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	FUNDS ADMINISTRATION

OUTPUT : HERITAGE RETENTION FUND ADMINISTRATION AND GRANTS	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Historic Places - Maintenance Grants	45,000	45,000
Historic Building Retention Grants	320,000	320,000
Historic Building Emergency Retention Grants	200,000	200,000
	-----	-----
	565,000	565,000
ALLOCATED COSTS		
Transfer from Allocated Holding A/C's (0.39)% 0.38% Page 4.1.0	8,934	9,105
Alloc O/Head - Output Corporate Overheads Cost Centre	0	15,213
City Solutions Charges	10,000	10,000
	-----	-----
NET COST - HERITAGE RETENTION FUND ADMINISTRATION AND GRANTS	583,934	599,318
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	FUNDS ADMINISTRATION

OUTPUT: HERITAGE RETENTION FUND ADMINISTRATION AND GRANTS

Description Consider and process applications for grants to help retain listed privately owned historical buildings.

Benefits Retention of heritage

Strategic Objectives C3 **CCC Policy** City Plan

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

The properties which receive advise and grants receive a benefit.

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

The direct beneficiaries are recipients of grants and advice. There is no possible recovery.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.55

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	FUNDS ADMINISTRATION

OUTPUT : HERITAGE RETENTION FUND ADMINISTRATION AND GRANTS

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
80.00% General Benefits	-	347,531	96,143	12,633	23,147		479,455 CapValAll
20.00% Direct Benefits	119,864	-	-	-	-		119,864 TableC
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	119,864	347,531	96,143	12,633	23,147	-	599,318
<i>Modifications</i>							
Transfer User Costs to Rating	(119,864)	86,883	24,036	3,158	5,787		0 CapValAll
Non-Rateable	-	22,037	6,096	801	(28,934)		- CapValGen
<i>Total Modifications</i>	(119,864)	108,919	30,132	3,959	(23,147)	-	0
Total Costs and Modifications	-	456,450	126,275	16,593	-	-	599,318

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	456,450	126,275	16,593	-	-	599,318
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	456,450	126,275	16,593	-	-	599,318

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	MONITORING

OUTPUT : CITY PLAN MONITORING**Description**

- Monitor the effectiveness of the objectives and policies of the City Plan.

Objective for 2002/03

1. Continue the monitoring programme of data collection and analysis and indicator development, in line with the key indicators identified in the City Plan.

Performance Indicator

- 1.1 Ongoing.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	MONITORING

			2001/2002	2002/2003
			BUDGET	BUDGET
			\$	\$
OUTPUT : CITY PLAN MONITORING				
ALLOCATED COSTS				
Transfer from Allocated Holding A/C's	(0.78)%	0.76% Page 4.1.0	17,868	18,210
City Solutions Charges			0	0
Allocated O/Head - Information Directorate			73,069	76,339
Alloc O/Head - Output Corporate Overheads Cost Centre			0	2,369
			-----	-----
NET COST - CITY PLAN MONITORING			90,937	96,918
			=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	MONITORING

OUTPUT: CITY PLAN MONITORING

Description Monitor the effectiveness of the objectives and policies of the City Plan.

Benefits Understanding the achievement of City Plan Objectives

Strategic Objectives C1, C2, C3, C4, **CCC Policy** City Plan
C5,

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)**General Benefits (Section 112F(b))**

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

None

Control Negative Effects (Section 112F(d))**Modifications Pursuant to Section 12**

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)**General Benefits**

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits**Control Negative Effects**

4.1.funding.56

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	MONITORING

OUTPUT : CITY PLAN MONITORING

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	70,251	19,435	2,554	4,679		96,918 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	70,251	19,435	2,554	4,679	-	96,918
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	3,564	986	130	(4,679)		- CapValGen
<i>Total Modifications</i>	-	3,564	986	130	(4,679)	-	-
Total Costs and Modifications	-	73,814	20,421	2,683	-	-	96,918

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	73,814	20,421	2,683	-	-	96,918
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	73,814	20,421	2,683	-	-	96,918

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	PROMOTIONS

OUTPUT : ENVIRONMENTAL PROMOTION PROGRAMMES

Description

- Assist with the promotion of the environmental and planning policies of the City.
- Liaise with community and environmental groups involved in the natural and built environment.

Objectives for 2002/03

1. Provide information for community and environmental groups on matters related to city planning, natural environment, heritage, and environmental health matters.
2. Provide support for the Keep Christchurch Beautiful Campaign, and monitor operations of the Campaign to ensure it continues to meet the agreed needs of the Council.

Performance Indicators

1. Undertake talks and provide information in a satisfactory manner.
2. Provide support to the satisfaction of the executive committee of Keep Christchurch Beautiful, and obtain quarterly reports from the KCB Co-ordinator and report annually on the Campaign's operations.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PROMOTIONS

OUTPUT : ENVIRONMENTAL PROMOTION PROGRAMMES	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Healthy Cities	0	0
Keep Christchurch Beautiful	24,000	24,000
Keep Christchurch Beautiful Education Programme (TFG)	19,000	19,000
Promotion/Education	9,000	10,543
Environment Education Grants	15,000	15,000
	-----	-----
TOTAL DIRECT COSTS	67,000	68,543
ALLOCATED COSTS		
Transfer from Allocated Holding A/C's (0.39)% 0.38% Page 4.1.0	8,934	9,105
Alloc O/Head - Output Corporate Overheads Cost Centre	0	10,719
Technical Advice (internal)	5,000	5,000
Promotion Charges	50,000	50,000
City Solutions	25,500	55,000
	-----	-----
TOTAL COST	156,434	198,367
	-----	-----
EXTERNAL REVENUE		
	-----	-----
	0	0
	-----	-----
NET COST - ENVIRONMENTAL PROMOTION PROGRAMMES	156,434	198,367
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PROMOTIONS

OUTPUT: ENVIRONMENTAL PROMOTION PROGRAMMES

Description Provide wider awareness of environmental values and issues within the community.

Benefits Promotion of objectives other than by regulation.

Strategic Objectives C1, C2, C3, C4, **CCC Policy** City Plan
C5,

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

None

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.57

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PROMOTIONS

OUTPUT : ENVIRONMENTAL PROMOTION PROGRAMMES

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	143,786	39,778	5,227	9,577		198,367 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	143,786	39,778	5,227	9,577	-	198,367
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- CapValAll
Non-Rateable	-	7,294	2,018	265	(9,577)		- CapValGen
<i>Total Modifications</i>	-	7,294	2,018	265	(9,577)	-	-
Total Costs and Modifications	-	151,080	41,796	5,492	-	-	198,367

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	151,080	41,796	5,492	-	-	198,367
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	151,080	41,796	5,492	-	-	198,367

RESPONSIBLE COMMITTEE:	ARTS CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	PROMOTIONS

OUTPUT : OUR CITY

Description

“Our City – Past Present and Future”

- Our City will bring together in one accessible place, the public, the Christchurch City Council, environment Canterbury, interested professionals, developers and investors, tangata whenua and community / residents groups, to present and exchange ideas and knowledge about the city and important development, planning and environmental issues.

Objectives for 2002/03

1. To provide a venue where issues and information about the City’s environment and physical development can be displayed, explained and debated.
2. To encourage the exchange of ideas and knowledge about environmental issues and urban development between residents, interested professionals, the Council and the general public.
3. To provide a place where items related to the historic development of the City and other civic memorabilia (including civic gifts, heritage items civic archives and civic awards) can be displayed and stored.
4. To inform and educate the City’s citizens (including children) about the City’s environment.
5. Inform and educate the City's citizens and visitors about the City's environment and past, present and future developments.
6. Provide opportunities for existing agencies such as Environment Canterbury and the Christchurch Environment Centre to communicate information and issues with a local, regional and global perspective.

Performance Indicators

- 1.1 At least 6 different groups outside of Council groups have used the facility for events, meetings or debates over the first 12 month period ending 1 March 2003.
- 1.2 Visits and/or bookings for visits, from a minimum of 10 different educational facilities to the venue within the first 12 months.
- 2.1 A planned schedule of temporary exhibitions for the following 12 month period 1 July 2003 – 1 July 2004 in place by 1 July 2002.
- 3.1 Completion of three permanent displays, including the display completed for stage one, (life of 2 –3 yrs). By 1 March 2003.
- 3.2 A minimum of 2 temporary exhibitions completed in the first year ending March 2003 comprising of past, present and future topics which relate to the “Our City” concept statement.
- 4.1 Visits and/or bookings for visits, from a minimum of 10 different educational facilities to the venue within the first 12 months.
- 5.1 Strategic plan, hireage and exhibition policies in place by the end of the first 12 month operational period July 2002 – 2003.
- 5.2 Establish an advisory group and facilitate a minimum of 3 advisory group meetings in the first year ending 1 March 2003.
- 5.3 Marketing plan which clearly indicates how visitor / exhibition numbers will be maximised in place by July 2002.
- 5.4 Visitors survey within accepted national services Guidelines in place by 1 March 2003.
- 6.1 A planned schedule of temporary exhibitions for the following 12 month period 1 July 2003 – 1 July 2004 in place by 1 July 2002.
- 6.2 Securing \$10,000 in sponsorship, cash and in - kind in addition to the ECAN contribution in the first year.

RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PROMOTIONS

OUTPUT : OUR CITY		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
DIRECT COSTS			
'Our City' Grant and Operations		120,000	120,000
'Our City' Grant - Rental		135,000	135,000
TOTAL DIRECT COSTS		255,000	255,000
ALLOCATED COSTS			
	(0.00)%	0.00%	Page 4.1.0
TOTAL COST		255,000	255,000
EXTERNAL REVENUE			
'Our City' - Environment Canterbury		30,000	30,000
'Our City' - Contribution towards Capital Fitout		50,000	0
		80,000	30,000
NET COST - OUR CITY		175,000	225,000

4.1.funding.text.58

RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PROMOTIONS

OUTPUT: OUR CITY

Description Our City will bring together in one accessible place, the public, the Christchurch City Council, environment Canterbury, interested professionals, developers and investors, tangata whenua and community / residents groups, to present and exchange ideas and knowledge about the city and important development, planning and environmental issues.

Benefits Promotion of objectives other than by regulation.

Strategic Objectives C1, C2, C3, C4, **CCC Policy** City Plan C5,

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

None

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.58

RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	PROMOTIONS

OUTPUT : OUR CITY

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	184,836	51,134	6,719	12,311		255,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	184,836	51,134	6,719	12,311	-	255,000
<i>Modifications</i>							
Transfer User Costs to Rating	30,000	(21,745)	(6,016)	(790)	(1,448)		- CapValAll
Non-Rateable	-	8,273	2,289	301	(10,863)		- CapValGen
<i>Total Modifications</i>	30,000	(13,472)	(3,727)	(490)	(12,311)	-	-
Total Costs and Modifications	30,000	171,363	47,407	6,229	-	-	255,000

Funded By

11.76% User Charges	30,000						30,000
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
88.24% Capital Value Rating	-	171,363	47,407	6,229	-	-	225,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	30,000	171,363	47,407	6,229	-	-	255,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : ADVICE

Description

- Advising Council Committees, especially by the Director of Information as a Principal Adviser.
- Contributing to corporate management as part of the Corporate Office, providing advice to, and analysis for, the Corporate Team.
- Participating in the work of corporate teams and projects.
- Providing ad-hoc strategic and business planning advice to business units.

Objectives for 2002/03

1. Effective advice to the relevant Standing Committee as the Principal Adviser.
2. The City Manager is satisfied with the quality of the contribution to the Corporate Office and corporate teams and projects.

Performance Indicators

- 1.1 The Chairperson of the relevant Committee is satisfied with the quality of the Principal Adviser's contribution.
- 1.2 The City Manager is satisfied with the quality of the contribution to the Corporate Office and corporate teams and projects.

4.1.59

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : ADVICE			2001/2002 BUDGET	2002/2003 BUDGET
			\$	\$
ALLOCATED COSTS				
Transfer from Allocated Holding A/C	(2.57)%	2.57%	114,651	107,615
TOTAL COST			----- 114,651	----- 107,615
INTERNAL RECOVERY				
Corporate Overhead			45,284	42,505
Public Accountability			69,366	65,110
TOTAL RECOVERY			----- 114,651	----- 107,615
NET COST ADVICE			----- 0	----- 0
			=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : INFORMATION DEVELOPMENT

Description

- Developing strategies and policies to improve the quality, accessibility and overall value of the Council's information resources and services.
- Project managing the development of new or improved information services.
- Evaluating and promoting new information technologies and practices which enhance the efficiency and effectiveness of Council business processes.

Objective for 2002/03

1. Review Council's information management strategy in light of completion of major, 3 year upgrade to core business systems, Phase 1 of eCouncil and developed plan for and progress on records and document management.
2. Complete development and delivery of new property information "products", including "enhanced LIM" reports.

Performance Indicators

- 1.1 Completion of the above review and its corporate agreement.
- 2.1 New products enabled by core business systems developed and delivered.

4.1.60

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : INFORMATION DEVELOPMENT	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
ALLOCATED COSTS		
Transfer from Allocated Holding A/C	181,133	179,358
	-----	-----
TOTAL COST	181,133	179,358
INTERNAL RECOVERY		
MIS Unit	45,283	44,840
Corporate Overhead	135,850	134,519
	-----	-----
TOTAL RECOVERY	181,133	179,358
	-----	-----
NET COST INFORMATION DEVELOPMENT	0	0
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : ELECTRONIC SERVICES

Description

- Maintenance of the Council's existing website.
- Phase 1 of the "e-Council" project aimed at major upgrade to the information and services offered by Council using electronic mail and the internet.

Objectives for 2002/03

1. Maintain the existing website to at least existing levels of use.
2. Implement year 2 of phase 1 e-Council programme.

Performance Indicators

- 1.1 Number of pages viewed in 2002/03 better than in 2001/02.
- 2.1 Year 2 of phase 1 implemented to time and budget and achievements from Phase 1 reported accordingly.

4.1.61

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : ELECTRONIC SERVICES	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Operating Costs	105,875	210,953
ALLOCATED COSTS		
Transfer from Allocated Holding A/C	354,670	702,332
Alloc O/Head - Output Corporate Overheads Cost Centre	0	13,623
Depreciation	62,366	215,448
TOTAL COST	----- 522,911	----- 1,142,356
INTERNAL RECOVERY		
EXTERNAL REVENUE		
TOTAL RECOVERY	----- 0	----- 0
NET COST ELECTRONIC SERVICES	----- 522,911	----- 1,142,356
	=====	=====

4.1.funding.text.61

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT: ELECTRONIC SERVICES

Description Managing, upgrading and extending, the Christchurch City Council website, intranet and external site, to improve its value as a source of information.

Benefits The community as a whole benefits from access to information. The regulatory, accountability and governance roles of Council are enhanced by a wider effective dissemination of Council information.

Strategic Objectives A1-5, B2, D1 - 5, *CCC Policy*
F1 - 7, G1 - 3.

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

Community as a whole benefits

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.61

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : ELECTRONIC SERVICES

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	828,032	229,072	30,101	55,151		1,142,356 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	828,032	229,072	30,101	55,151	-	1,142,356
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	42,004	11,620	1,527	(55,151)		- CapValGen
<i>Total Modifications</i>	-	42,004	11,620	1,527	(55,151)	-	-
Total Costs and Modifications	-	870,036	240,693	31,627	-	-	1,142,356

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	870,036	240,693	31,627	-	-	1,142,356
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	870,036	240,693	31,627	-	-	1,142,356

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : PERSONS AND PROPERTY DATA

Description

- Maintaining key information about people, companies and properties to which the Council delivers services.

Objective for 2002/03

1. Maintaining items of person and property data that is complete, correct and secure.

Performance Indicators

- 1.1 80% of Persons and People Team internal customers satisfied with service and data quality.
- 1.2 Improvements identified as a result of the implementation of the data cleaning project and the bringing in-house of maintenance of the Christchurch City section of the National Property Database.

4.1.62

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : PERSONS AND PROPERTY DATA	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
ALLOCATED COSTS		
Transfer from Allocated Holding A/C	470,407	385,503
Transfer from Core Business Systems (FAMIS)	148,475	220,009
	-----	-----
TOTAL ALLOCATED COSTS	618,882	605,512
	-----	-----
TOTAL COSTS	618,882	605,512
	-----	-----
REVENUE		
External Revenue	146,000	271,000
Internal Recoveries	395,651	269,178
Overhead Recoveries	77,231	65,334
	-----	-----
TOTAL REVENUE	618,882	605,512
	-----	-----
NET COST - PERSONS AND PROPERTY DATA	0	0
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : GIS DEVELOPMENT

Description

- Developing, implementing, and supporting software and systems providing geographic information about the city and Council's assets.

Objective for 2002/03

1. To deliver technically sound solutions for both new and improved existing systems and processes.

Performance Indicators

- 1.1 90% of Development Team internal customers satisfied with service and data quality.
- 1.2 Identify improvements that have resulted from the further rollout of Webmap (Corporate GIS system).

4.1.63

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : GIS DEVELOPMENT	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Operating Costs	96,463	97,837
ALLOCATED COSTS		
Transfer from Allocated Holding A/C	962,228	788,555
Depreciation	36,702	36,703
TOTAL COSTS	----- 1,095,393	----- 923,095
REVENUE		
External Revenue		
Internal Recoveries	883,213	723,802
Overhead Recoveries	212,179	199,293
TOTAL REVENUE	----- 1,095,393	----- 923,095
NET COST - GIS DEVELOPMENT	----- 0	----- 0
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT: GEODATA PRODUCT DELIVERY

Description

- Providing a responsive service for capturing and maintaining graphical and textual data describing the Council's infrastructural assets, and the base map that supports this.

Objective for 2002/03

1. Maintaining corporate asset and planning data that is completed, correct and secure.

Performance Indicators

- 1.1 90% of Product Delivery Team internal customers satisfied with service and data quantity.
- 1.2 Productivity measured by a comparison between unit rate pricing and allocated costs.
- 1.3 Identify improvements that have resulted from new technology for the electronic capture of field data.

4.1.64

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : GEODATA PRODUCT DELIVERY	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
ALLOCATED COSTS		
Transfer from Allocated Holding A/C	1,570,018	1,188,870
	-----	-----
TOTAL ALLOCATED COSTS	1,570,018	1,188,870
	-----	-----
TOTAL COSTS	1,570,018	1,188,870
	-----	-----
REVENUE		
External Revenue		
Internal Recoveries	1,570,018	1,188,870
Overhead Recoveries		
	-----	-----
TOTAL REVENUE	1,570,018	1,188,870
	-----	-----
NET COST - GEODATA PRODUCT DELIVERY	0	0
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : CORE BUSINESS SYSTEM OPERATIONS

Description

- Maintain and support improvement with the new SAP/GEMS software which is the Council's core business system.

Objectives for 2002/03

1. Operate the Council's core business system within budget.
2. Continue to implement the strategy of improving with SAP/GEMS, through changed processes, better information, reduced costs, better financial and management controls, new improved services and products.

Performance Indicators

- 1.1 Operation within budget.
- 2.1 Complete the implementation of Phase 1 of the Cost Planning project, and establish the SAP Business Information Warehouse.

4.1.65

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : CORE BUSINESS SYSTEM OPERATIONS	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
DIRECT COSTS		
Operating Costs	965,000	987,807
ALLOCATED COSTS		
Depreciation	367,541	546,771
Debt Servicing	6,527	6,527
MIS Charges	688,425	766,579
Allocated O/Head - Financial Services	34,304	0
Transfer from Allocated Holding A/C	515,899	534,812
TOTAL COSTS	----- 2,577,697	----- 2,842,496
REVENUE		
Internal Recoveries	1,537,338	1,695,265
Overhead Recoveries	1,040,358	1,147,231
TOTAL REVENUE	----- 2,577,697	----- 2,842,496
NET COST - CORE BUSINESS SYSTEM OPERATIONS	----- 0	----- 0
	=====	=====
Cost of Capital Employed	244,290	306,979

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	CITY MONITORING AND RESEARCH

OUTPUT : COMMUNITY RESEARCH

Description

- Providing information and advice to the Council to support the implementation of its strategic objectives, the Social Wellbeing Policy, and related community policies.
- Providing advice and support to staff involved in community research projects.

Objectives for 2002/03

1. To co-ordinate the Quality of Life indicator project to monitor the state of wellbeing in Christchurch as it relates to the achievement of the Council's strategic objectives and policies.
2. To provide research advice and support to staff involved with implementing projects related to the Council's social and community objectives and policies.
3. To assist in the co-ordination, quality control and evaluation of community development research processes in the Council.

Performance Indicators

- 1.1 "Main Cities Quality of Life" indicators programme implemented so that 2002 / 03 year update can be reported to Council committees by 30 June 2003.
- 2.1 Staff involved with community development research are satisfied with advice about relevant research issues.
- 2.2 Projects, reports and other tasks are completed on time and to the satisfaction of the client.
- 3.1 Research guidelines maintained and updated.

4.1.66

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	CITY MONITORING AND RESEARCH

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
OUTPUT : COMMUNITY RESEARCH		
DIRECT COSTS		
Community Development Research	35,000	35,000
	-----	-----
TOTAL DIRECT COSTS	35,000	35,000
ALLOCATED COSTS		
Transfer from Allocated Holding A/C	54,802	57,254
Alloc O/Head - Output Corporate Overheads Cost Centre	0	2,340
Depreciation	0	0
Debt Servicing	0	0
	-----	-----
TOTAL ALLOCATED COSTS	54,802	59,594
	-----	-----
TOTAL COSTS	89,802	94,594
	-----	-----
REVENUE		
Internal Recoveries		
External Recoveries		
	-----	-----
NET COST : COMMUNITY RESEARCH	89,802	94,594
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	CITY MONITORING AND RESEARCH

OUTPUT: COMMUNITY RESEARCH

Description Provide research, advice, and assistance in developing policies for the achievement of outcomes desired by Council.

Benefits Council and the community benefit from improved policies which deliver targeted outcomes.

Strategic Objectives D1-5, G1-2, **CCC Policy** Individual Output Policies, Seeking Community Views

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

There are no individually identifiable beneficiaries of this service. The community as a whole benefits.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City, less any contributions that may be received.

Direct Benefits

Control Negative Effects

4.1.funding.66

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	CITY MONITORING AND RESEARCH

OUTPUT : COMMUNITY RESEARCH

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	68,566	18,968	2,492	4,567		94,594 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	68,566	18,968	2,492	4,567	-	94,594
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	3,478	962	126	(4,567)		- CapValGen
<i>Total Modifications</i>	-	3,478	962	126	(4,567)	-	-
Total Costs and Modifications	-	72,044	19,931	2,619	-	-	94,594

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	72,044	19,931	2,619	-	-	94,594
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	72,044	19,931	2,619	-	-	94,594

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	CITY MONITORING AND RESEARCH

OUTPUT : CITY MONITORING**Description**

- Monitor the environmental, economic and social issues of the City.

Objective for 2002/03

1. Prepare the topic-based reports to complement the three yearly State of the Environment Report.

Performance Indicator

- 1.1 Complete topic based reports on the state of the City's environment by 30 June 2003.

4.1.67

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	CITY MONITORING AND RESEARCH

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : CITY MONITORING		
DIRECT COSTS		
TOTAL DIRECT COSTS	----- 0	----- 0
ALLOCATED COSTS		
Transfer from Allocated Holding A/C	73,069	76,339
Alloc O/Head - Output Corporate Overheads Cost Centre	0	1,904
TOTAL ALLOCATED COSTS	----- 73,069	----- 78,242
TOTAL COSTS	----- 73,069	----- 78,242
REVENUE		
Internal Recoveries		
External Recoveries		
NET COST : CITY MONITORING	----- 73,069 =====	----- 78,242 =====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	CITY MONITORING AND RESEARCH

OUTPUT: CITY MONITORING

Description Monitor the economic, social and environmental issues of the City.

Benefits Monitor the achievement of objectives.

Strategic Objectives B1, C1, C2, C3, **CCC Policy** City Plan
C4, C5,

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

None

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.67

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	CITY MONITORING AND RESEARCH

OUTPUT : CITY MONITORING

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	56,714	15,690	2,062	3,777		78,242 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	56,714	15,690	2,062	3,777	-	78,242
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	2,877	796	105	(3,777)		- CapValGen
<i>Total Modifications</i>	-	2,877	796	105	(3,777)	-	-
Total Costs and Modifications	-	59,590	16,486	2,166	-	-	78,242

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	59,590	16,486	2,166	-	-	78,242
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	59,590	16,486	2,166	-	-	78,242

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	CITY MONITORING AND RESEARCH

OUTPUT : INFORMATION COLLECTION AND ANALYSIS

Description

- Collect, analyse and supply information relating to the environmental, economic and social issues of the City.
- Undertake research to support the ongoing development of Council policies.
- Provide advice on research, surveys and analysis.
- Contribute towards the development of GIS and other corporate projects.
- Develop information networks with university departments, government agencies, commerce and industry as appropriate.

Objectives for 2002/03

1. Continue programme of data collection, analysis and provision.
2. Undertake research necessary to support the on-going development of Council policies, as requested.
3. Continue the supply of information to Councillors, Community Boards, other Council Units and to members of the public, community and business groups.

Performance Indicators

- 1.1 Supply 95% of information with agreed specifications and time frames.
- 2.1 Complete agreed tasks within required time frame.
- 3.1 Supply information within agreed specifications and time frames.

4.1.68

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	CITY MONITORING AND RESEARCH

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : INFORMATION COLLECTION AND ANALYSIS		
DIRECT COSTS		
Operating Costs	0	0
Purchase of data	37,000	37,000
Land Information - GIS	30,000	37,000
	-----	-----
TOTAL DIRECT COSTS	67,000	74,000
ALLOCATED COSTS		
Transfer from Allocated Holding A/C	164,406	171,762
Alloc O/Head - Output Corporate Overheads Cost Centre	0	6,029
	-----	-----
TOTAL ALLOCATED COSTS	164,406	177,791
	-----	-----
TOTAL COSTS	231,406	251,791
	-----	-----
REVENUE		
	-----	-----
NET COST : INFORMATION COLLECTION AND ANALYSIS	231,406	251,791
	=====	=====

4.1.funding.text.68

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	CITY MONITORING AND RESEARCH

OUTPUT: INFORMATION COLLECTION AND ANALYSIS

Description Collect, analyse and supply information related to the economic, social and environmental issues of the City; assist with surveys and techniques; liaise with university departments, etc.

Benefits Better information for the benefit of the city

Strategic Objectives B1, C1, C2, C3, CCC Policy City Plan
C4, C5, E2

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

N/A

Direct Benefits (Section 112F(c))

None

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

4.1.funding.68

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	CITY MONITORING AND RESEARCH

OUTPUT : INFORMATION COLLECTION AND ANALYSIS

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	182,509	50,491	6,635	12,156		251,791 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	182,509	50,491	6,635	12,156	-	251,791
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	9,258	2,561	337	(12,156)		- CapValGen
<i>Total Modifications</i>	-	9,258	2,561	337	(12,156)	-	-
Total Costs and Modifications	-	191,768	53,052	6,971	-	-	251,791

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	191,768	53,052	6,971	-	-	251,791
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	191,768	53,052	6,971	-	-	251,791

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - BUSINESS PROJECTS SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : TRADING ACTIVITIES LIAISON

Description

- Manage and enhance the relationships with external commercial and ‘quasi-commercial’ service providers and wholly owned subsidiary companies outside the CCHL group.

Objective for 2002/03

1. Ensure the organisations have the reporting and resources in place to keep the Council informed, to operate successfully and to meet broad Council objectives.

Performance Indicators

- 1.1 Mayor, Chairperson of Strategy and Resources Committee and City Manager satisfied with the quality and timeliness of reports and advice.
- 1.2 Businesses operating successfully and achieving Council objectives.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - BUSINESS PROJECTS SECTION
OUTPUT CLASS:	ADVICE

		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
OUTPUT : TRADING ACTIVITIES LIAISON			
DIRECT COSTS:			
TOTAL DIRECT COSTS		-----	-----
		0	0
ALLOCATED COSTS:			
Transfer fom Suspense Account	(17.12)% 17.05%	45,238	43,448
Allocated Overhead - Dir Operations (25%)		0	5,000
TOTAL ALLOCATED COSTS		-----	-----
		45,238	48,448
TOTAL COSTS		-----	-----
		45,238	48,448
REVENUE			
Internal Recoveries		45,238	48,448
TOTAL REVENUE		-----	-----
		45,238	48,448
NET COST TRADING ACTIVITIES LIAISON		-----	-----
		0	0
Cost of Capital Employed		=====	=====
		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - BUSINESS PROJECTS SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : CORPORATE ADVICE

Description

- Provision of support and advice to business units operating in a commercial or semi-commercial environment.
- Participation in and contribution to Strategy Team and other Corporate Teams.
- Provision of policy advice as Principal Advisor to the Projects and Property Committee.

Objectives for 2002/03

1. Contribute to the ongoing Corporate review of Council operations and lead externally driven change projects.
2. Ensure elected members are provided with timely and sufficient advice to make informed decisions.

Performance Indicators

- 1.1 City Manager satisfied with the quality of the contribution and the outcome of the externally driven projects.
- 1.2 Business units satisfied with the quality and timeliness of advice.
- 2.1 The Chairperson, Projects and Property Committee is satisfied with the timeliness and quality of the Principal Advisor's contribution.

4.1.70

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - BUSINESS PROJECTS SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : CORPORATE ADVICE		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS:			
TOTAL DIRECT COSTS		-----	-----
		0	0
ALLOCATED COSTS:			
Transfer fom Suspense Account	(21.40)% 21.31%	56,548	54,310
Allocated Overhead - Dir Operations (50%)		0	10,000
TOTAL ALLOCATED COSTS		-----	-----
		56,548	64,310
TOTAL COSTS		-----	-----
		56,548	64,310
REVENUE			
Internal Recoveries		22,619	25,724
Corporate Overhead Recovery		33,929	38,586
TOTAL REVENUE		-----	-----
		56,548	64,310
NET COST CORPORATE ADVICE		-----	-----
		0	0
Cost of Capital Employed		=====	=====
		0	

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - BUSINESS PROJECTS SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : PROFESSIONAL SERVICES

Description

- Provide leadership to the City Solutions Group to ensure the effective integration of planning and implementation of projects across Council and for external customers to ensure innovative total solutions are delivered.

Objective for 2002/03

1. Ensure total solutions are being delivered within the criteria agreed with stakeholders and customers.

Performance Indicator

- 1.1 Customers and stakeholders satisfied with the outcomes of capital projects completed.

4.1.71

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - BUSINESS PROJECTS SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : PROFESSIONAL SERVICES		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS:			
TOTAL DIRECT COSTS		-----	-----
		0	0
ALLOCATED COSTS:			
Transfer fom Suspense Account	(48.63)% 48.85%	128,476	124,459
TOTAL ALLOCATED COSTS		-----	-----
		128,476	124,459
TOTAL COSTS			
		-----	-----
		128,476	124,459
REVENUE			
Internal Recoveries		128,476	124,459
TOTAL REVENUE		-----	-----
		128,476	124,459
NET COST PROFESSIONAL SERVICES			
		-----	-----
		0	0
Cost of Capital Employed			
		=====	=====
		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - BUSINESS PROJECTS SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : ECONOMIC DEVELOPMENT

Description

- Overview and monitor the relationships with organisations partially or fully funded by the Christchurch City Council to implement agreed economic development initiatives. Provide input and advice to Council on Economic Development initiatives.

Objective for 2002/03

1. Work with the organisations to ensure Council economic development objectives are met.

Performance Indicator

- 1.1 Mayor, Chairperson of Strategy and Resources Committee satisfied with the quality of information and that the organisations are meeting the broad economic development objectives of the Council.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - BUSINESS PROJECTS SECTION
OUTPUT CLASS:	ADVICE

		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
OUTPUT : ECONOMIC DEVELOPMENT			
DIRECT COSTS:			
TOTAL DIRECT COSTS		----- 0	----- 0
ALLOCATED COSTS:			
Transfer fom Suspense Account	(12.84)% 12.79%	33,929	32,586
Allocated Overhead - Dir Operations (25%)		0	5,000
TOTAL ALLOCATED COSTS		----- 33,929	----- 37,586
TOTAL COSTS		----- 33,929	----- 37,586
REVENUE			
Internal Recoveries		33,929	37,586
TOTAL REVENUE		----- 33,929	----- 37,586
NET COST ECONOMIC DEVELOPMENT		----- 0	----- 0
Cost of Capital Employed		=====	=====
		0	

4.1.73

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - CITY MANAGER
OUTPUT CLASS:	CAPITAL OUTPUTS

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : RENEWALS & REPLACEMENTS		
Office Equipment & Refurbishment	3,000	2,500
OUTPUT : NEW ASSETS		
Computer Equipment	0	0
NET COST - CAPITAL OUTPUTS	----- 3,000	----- 2,500 =====

4.1.74

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

CAPITAL OUTPUTS	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
REPLACEMENT & RENEWALS		
Office Furniture & Equipment	2,000	2,000
Computer Equipment & Software	0	0
NEW ASSETS		
Financial Management Information Systems (FMIS)	0	0
NET COST CAPITAL OUTPUTS	----- 2,000	----- 2,000
	=====	=====

4.1.75

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - HUMAN RESOURCES TEAM
OUTPUT CLASS:	CAPITAL OUTPUTS

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
CAPITAL OUTPUTS		
RENEWALS & REPLACEMENTS		
Office Furniture & Equipment	10,000	7,500
TOTAL RENEWALS & REPLACEMENTS	----- 10,000	----- 7,500
ASSET IMPROVEMENTS		
NEW ASSETS		
TOTAL NEW ASSETS	----- 0	----- 0
TOTAL CAPITAL OUTPUTS	----- 10,000	----- 7,500

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASSES:	CAPITAL OUTPUTS

CAPITAL OUTPUTS	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
RENEWALS AND REPLACEMENTS		
Computer Equipment / Furniture	20,500	17,500
ASSET IMPROVEMENTS		
Office Equipment	0	2,000
Engineering & Rescue Headquarters' Improvements	10,000	0
	-----	-----
	10,000	2,000
NEW ASSETS		
Office Equipment	2,000	0
Emergency Water Supply for Civic Offices	20,000	0
	-----	-----
	22,000	0
	-----	-----
TOTAL COST CAPITAL OUTPUTS	52,500	19,500
	=====	=====

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
CAPITAL OUTPUTS		
OUTPUT : RENEWALS & REPLACEMENTS		
Office Equipment	4,500	6,500
Computer equipment	5,500	3,500
	-----	-----
	10,000	10,000
OUTPUT : ASSET IMPROVEMENTS		
'Our City' Environment Centre Fitout	50,000	50,000
	-----	-----
	50,000	50,000
OUTPUT : NEW ASSETS		
Non Conforming Uses	150,000	150,000
Urban Renewal Projects	250,000	250,000
Central City Board - Capital Investment	0	0
Heritage Building Purchase	300,000	300,000
Canterbury Highway 2000	0	0
	-----	-----
	700,000	700,000
TOTAL COST OF CAPITAL OUTPUTS	-----	-----
	760,000	760,000
Sales NonConforming Uses	150,000	150,000
Sales Heritage Buildings	200,000	200,000
	-----	-----
NET COST - CAPITAL OUTPUTS	410,000	410,000
	=====	=====

4.1.78

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : RENEWALS & REPLACEMENTS		
Office Furniture	5,000	6,000
Monitoring & Research		
GIS Software	5,000	5,000
Geo Data		
Digitising Equipment	0	0
GIS Workstation	0	0
GIS Software	131,000	70,328
	141,000	81,328
OUTPUT : NEW ASSETS		
Business		
Office Equipment	1,500	1,500
E-Council Hardware & Software	574,500	734,629
	576,000	736,129
NET COST - CAPITAL OUTPUTS	717,000	817,457

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - BUSINESS PROJECTS SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
CAPITAL OUTPUTS		
RENEWALS & REPLACEMENTS		
Office Furniture & Equipment	2,500	2,500
TOTAL RENEWALS & REPLACEMENTS	----- 2,500	----- 2,500
ASSET IMPROVEMENTS		
TOTAL ASSET IMPROVEMENTS	----- 0	----- 0
NEW ASSETS		
TOTAL NEW ASSETS	----- 0	----- 0
TOTAL CAPITAL OUTPUTS	----- 2,500 =====	----- 2,500 =====

4.1.80

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - CITY MANAGER
OUTPUT CLASS::	CAPITAL OUTPUTS

Description	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
RENEWALS & REPLACEMENTS					
Office Equipment	2,500	1,000	2,500	1,000	2,500
Furniture			3,000		
TOTAL RENEWALS & REPLACEMENTS	\$2,500	\$1,000	\$5,500	\$1,000	\$2,500
NEW ASSETS					
Computer Equipment					
TOTAL NEW ASSETS	\$0	\$0	\$0	\$0	\$0
TOTAL CAPITAL EXPENDITURE	\$2,500	\$1,000	\$5,500	\$1,000	\$2,500

Annual Plan 2001/2002	\$3,000	\$3,000	\$8,000	\$8,000	\$3,000	\$8,000
------------------------------	----------------	---------	---------	---------	---------	---------

	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
RENEWALS & REPLACEMENTS					
City Managers Office	1,000	2,500	1,000	2,500	1,000
	\$1,000	\$2,500	\$1,000	\$2,500	\$1,000

Annual Plan 2001/2002	\$5,000	\$5,000	\$10,000	\$3,000
------------------------------	---------	---------	----------	---------

4.1.81

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

		2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
RENEWALS & REPLACEMENTS						
Office Furniture & Equipment		2,000	2,000	2,000	2,000	2,000
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		2,000	2,000	2,000	2,000	2,000
NEW ASSETS						
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		0	0	0	0	0
TOTAL		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		2,000	2,000	2,000	2,000	2,000
Annual Plan 2001/2002	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
RENEWALS & REPLACEMENTS						
		YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
Unspecified		2,000	2,000	2,000	2,000	2,000
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		2,000	2,000	2,000	2,000	2,000
Annual Plan 2001/2002		\$2,000	\$2,000	\$2,000	\$2,000	

4.1.82

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - HUMAN RESOURCES TEAM
OUTPUT CLASS:	CAPITAL OUTPUTS

DESCRIPTION	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
RENEWALS & REPLACEMENTS					10,000
Office Furniture & Equipment	7,500	7,500	7,500	10,000	
	<u>7,500</u>	<u>7,500</u>	<u>7,500</u>	<u>10,000</u>	<u>10,000</u>
NEW ASSETS					
Training Equipment					
TOTAL NEW ASSETS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL EXPENDITURE	<u>\$7,500</u>	<u>\$7,500</u>	<u>\$7,500</u>	<u>\$10,000</u>	<u>\$10,000</u>
Annual Plan 2001/2002	\$10,000	\$7,500	\$7,500	\$10,000	\$10,000
	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
RENEWALS & REPLACEMENTS	10,000	7,500	10,000	10,000	10,000
ASSET IMPROVEMENTS					
NEW ASSETS					
	<u>10,000</u>	<u>7,500</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
Annual Plan 2001/2002	\$10,000	\$7,500	\$10,000	\$10,000	

4.1.83

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE					
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION					
OUTPUT CLASS:	CAPITAL OUTPUTS					
Description	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	
RENEWALS & REPLACEMENTS						
Furniture/Software	11,000	11,000	13,000	13,000	13,000	
Counter Services	6,500	7,500	7,500	7,500	8,500	
Media Monitoring - TV/Video				2,500		
TOTAL RENEWALS & REPLACEMENTS	17,500	18,500	20,500	23,000	21,500	
ASSET IMPROVEMENTS						
Office Equipment	2,000	2,000	2,000	2,000	2,000	
TOTAL ASSET IMPROVEMENTS	2,000	2,000	2,000	2,000	2,000	
NEW ASSETS						
	0	0	0	0	0	
TOTAL CAPITAL	\$19,500	\$20,500	\$22,500	\$25,000	\$23,500	
Annual Plan 2001/2002	\$47,500	\$19,500	\$20,500	\$22,500	\$25,000	\$23,500
	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10	
RENEWALS & REPLACEMENTS	21,500	26,500	26,500	26,500	26,500	
ASSET IMPROVEMENTS	2,000	2,000	2,000	2,000	2,000	
	\$23,500	\$28,500	\$28,500	\$28,500	\$28,500	
Annual Plan 2001/2002	\$23,500	\$28,500	\$28,500	\$28,500		

4.1.84

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

Description	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
RENEWALS & REPLACEMENTS					
Computer Software	3,500	3,500	3,500	3,500	3,000
Office Furniture & Equipment	5,500	4,500	5,500	5,500	6,000
Furniture & Office Equipment	1,000	1,000	1,000	1,000	1,000
GIS Workstation		0			
TOTAL RENEWALS & REPLACEMENTS	10,000	9,000	10,000	10,000	10,000
ASSET IMPROVEMENTS					
Our City' Environment Centre Fitout	50,000				
TOTAL ASSET IMPROVEMENTS	50,000	0	0	0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION				
OUTPUT CLASS:	CAPITAL OUTPUTS				
Description	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
NEW ASSETS					
Urban Renewal Projects	250,000	250,000	250,000	250,000	250,000
Central City Board - Capital Investment					
Canterbury Highway 2000					
Non-Conforming Uses purchase	150,000	150,000	150,000	150,000	150,000
Heritage Building Purchase	300,000				
TOTAL NEW ASSETS	700,000	400,000	400,000	400,000	400,000
TOTAL CAPITAL EXPENDITURE	760,000	409,000	410,000	410,000	410,000
SALES : NON-CONFORMING PROPERTIES	150,000	150,000	150,000	150,000	150,000
SALES : HERITAGE BUILDINGS	200,000				
NET CAPITAL EXPENDITURE	410,000	259,000	260,000	260,000	260,000
Annual Plan 2001/2002	\$410,000	\$390,000	\$289,000	\$290,000	\$290,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
RENEWALS & REPLACEMENTS					
Computer Software	3,000	3,000	3,000	3,000	3,000
Office Furniture & Equipment	6,000	6,000	6,000	6,000	6,000
Furniture & Office Equipment	1,000	2,000	3,000	3,000	3,000
GIS Workstation					
ex City Design					
TOTAL RENEWALS & REPLACEMENTS	10,000	11,000	12,000	12,000	12,000
NEW ASSETS					
Urban Renewal Projects	250,000	250,000	250,000	250,000	250,000
Non-Conforming Uses purchase	150,000	150,000	150,000	150,000	150,000
TOTAL NEW ASSETS	400,000	400,000	400,000	400,000	400,000
TOTAL CAPITAL EXPENDITURE	410,000	411,000	412,000	412,000	412,000
SALES : NON-CONFORMING PROPERTIES	150,000	150,000	150,000	150,000	150,000
	260,000	261,000	262,000	262,000	262,000
Annual Plan 2001/2002	\$290,000	\$291,000	\$292,000	\$292,000	

4.1.87

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

Description	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	
RENEWALS & REPLACEMENTS						
Furniture	6,000	5,000	5,000	3,000	2,000	
GEMS Upgrade			125,000			
Monitoring & Research						
GIS Software	5,000	5,000	5,000	5,000	5,000	
Geo Data						
GIS Workstation						
GIS Software	70,328	64,000	34,000	86,700		
TOTAL RENEWALS & REPLACEMENTS	<u>81,328</u>	<u>74,000</u>	<u>169,000</u>	<u>94,700</u>	<u>7,000</u>	
NEW ASSETS						
E-Council Hardware & Software	734,629					
Geo Data						
Office Equipment	1,500	6,500	3,500	1,500	3,500	
TOTAL NEW ASSETS	<u>736,129</u>	<u>6,500</u>	<u>3,500</u>	<u>1,500</u>	<u>3,500</u>	
TOTAL CAPITAL	<u>\$817,457</u>	<u>\$80,500</u>	<u>\$172,500</u>	<u>\$96,200</u>	<u>\$10,500</u>	
Annual Plan 2001/2002	\$717,000	\$864,129	\$80,500	\$47,500	\$96,200	\$10,500

4.1.88

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
RENEWALS & REPLACEMENTS					
Furniture	7,000	5,000	7,000	7,000	7,000
Monitoring & Research					
GIS Software	5,000	5,000	5,000	5,000	5,000
Geo Data					
Software Upgrades	10,000	10,000			
TOTAL RENEWALS & REPLACEMENTS	<hr/> 22,000	<hr/> 20,000	<hr/> 12,000	<hr/> 12,000	<hr/> 12,000
NEW ASSETS					
Geo Data					
Office Equipment	1,500	1,500	1,500	1,500	1,500
TOTAL NEW ASSETS	<hr/> 1,500	<hr/> 1,500	<hr/> 1,500	<hr/> 1,500	<hr/> 1,500
TOTAL CAPITAL	<hr/> <hr/> \$23,500	<hr/> <hr/> \$21,500	<hr/> <hr/> \$13,500	<hr/> <hr/> \$13,500	<hr/> <hr/> \$13,500
Annual Plan 2001/2002	\$13,500	\$11,500	\$13,500	\$13,500	

4.1.89

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - BUSINESS PROJECTS SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

DESCRIPTION	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
RENEWALS & REPLACEMENTS					2,500
Office Furniture & Equipment	2,500	2,500	2,500	2,500	
	2,500	2,500	2,500	2,500	2,500
ASSET IMPROVEMENTS					
	0	0	0	0	0
NEW ASSETS					
Office Furniture & Equipment					
TOTAL NEW ASSETS	0	0	0	0	0
TOTAL CAPITAL EXPENDITURE	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
Annual Plan 2001/2002	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
RENEWALS & REPLACEMENTS	2,500	2,500	2,500	2,500	2,500
ASSET IMPROVEMENTS					
NEW ASSETS					
	2,500	2,500	2,500	2,500	2,500
Annual Plan 2001/2002	\$2,500	\$2,500	\$2,500	\$2,500	

4.1.90

MONITORING COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		CORPORATE OFFICE - FINANCE SECTION				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2001/2002 Present Charge	2001/2002 Revenue from Present Charge	2002/2003 Proposed Charge	2002/2003 Projected Revenue From Proposed Charge	2002/2003 Projected Revenue as a percentage of Total Cost	Notes
Christchurch City Holdings Ltd. Professional Services & Management Fee	\$256,675 per annum	\$256,675		\$272,775	100.00%	
Commission on General Investments		\$115,000		\$115,000	100.00%	
Loan System Management		\$0		\$0	100.00%	
TOTAL		\$371,675		\$387,775		

MONITORING COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		CORPORATE OFFICE - OPERATIONS SECTION				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2001/2002 Present Charge	2001/2002 Revenue from Present Charge	2002/2003 Proposed Charge	2002/2003 Projected Revenue From Proposed Charge	2002/2003 Projected Revenue as a percentage of Total Cost	Notes
Miscellaneous publications	Various		Various			
Cell Phone Site Investigation Cell Phone Tower Investigation (On Council Land)	\$2,000 per application + Cost	\$20,000	\$2,250 per application + Cost	\$20,000		
TOTAL		----- \$20,000 =====		----- \$20,000 =====		

MONITORING COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		CORPORATE OFFICE - OPERATIONS SECTION				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2001/2002 Present Charge	2001/2002 Revenue from Present Charge	2002/2003 Proposed Charge	2002/2003 Projected Revenue From Proposed Charge	2002/2003 Projected Revenue as a percentage of Total Cost	Notes
Counter Services - Burwood/Pegasus						
Counter Sales	Varies	\$8,000	Varies	\$8,000	105.00%	1
Miscellaneous Recoveries (photocopying etc)	Varies	\$250	Varies	\$250		
Recoverable Expenditure (Press advert .)	Varies		Varies	\$0	120.0%	1
Counter Services - Fendalton/Waimairi						
Sale Of Goods Kleensaks etc		\$1,200		\$1,200	101.78%	1
Counter Services - Hagley/Ferrymead						
Sale Of Goods	Various	\$3,250	Various	\$3,000	105.5%	1
Counter Services - Spreydon/Heathcote						
Counter Sales	Various	\$13,500	Various	\$13,500	105.50%	1
Miscellaneous	Various	\$0	Various	\$0		
Conference Room Hire	Various	\$2,000	Various	\$2,000	100.00%	
					(Net floor space rental)	
Counter Services - Shirley/Papanui						
NZ Post	10% on Sales	\$0	10% on Sales	\$0	110.00%	1
Counter sales	Various	\$15,000	Various	\$15,000	105.00%	1

MONITORING COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		CORPORATE OFFICE - OPERATIONS SECTION				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2001/2002 Present Charge	2001/2002 Revenue from Present Charge	2002/2003 Proposed Charge	2002/2003 Projected Revenue From Proposed Charge	2002/2003 Projected Revenue as a percentage of Total Cost	Notes
Counter Services - Riccarton/Wigam						
Stock for Sale						
Kleensaks,Road Codes,Phone Cards etc.	Varies	\$5,107	Varies	\$4,604	105%	1
Miscellaneous Recoveries (Sockburn)		\$0		\$0		
Miscellaneous Sales (Riccanton)		\$10,830		\$6,000	105%	1
Press Advertising		\$0		\$0	120%	1
NZ Post Boxes		\$80,000		\$80,000	186%	
- Letters	5 cents/letter		5 cents/letter			
- Registered Items	25 cents/item		25 cents/item			
NZ Post Sales		\$89,840		\$76,300	109%	1
- Stamps	10% on sales		10% on sales			
- Handi Products	25% on sales		25% on sales			
- Post Paid Products	15% on sales		15% on sales			
Total Counter Services		\$228,977		\$209,854		
GRAND TOTAL		\$248,977		\$229,854		
Note 1						
This percentage relates to the estimated overall mark up on stock for sale.						

4.1.94

RESPONSIBLE COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		CORPORATE OFFICE - POLICY SECTION				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2001/2002 Present Charge	2001/2002 Revenue from Present Charge	2002/2003 Proposed Charge	2002/2003 Projected Revenue From Proposed Charge	2002/2003 Projected Revenue as a percentage of Total Cost	Notes
Graphics	Various	\$0	Various			
Canterbury Provincial Chambers Hires - Stone/ Wooden Chamber	Various	\$0	Various			
Environment Canterbury Rental		\$30,000		\$30,000		
'Our City' - Contribution towards Capital Fitout		\$50,000		\$0		
TOTAL		\$80,000		\$30,000		

MONITORING COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		CORPORATE OFFICE - INFORMATION SECTION				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2001/2002 Present Charge	2001/2002 Revenue from Present Charge	2002/2003 Proposed Charge	2002/2003 Projected Revenue From Proposed Charge	2002/2003 Projected Revenue as a percentage of Total Cost	Notes
Core Persons & Property Data Sale of Property Information		\$146,000		\$271,000	11.4%	
TOTAL		----- \$146,000 =====		----- \$271,000 =====		

4.3.0

LEGAL SERVICES

4.3.i

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
OUTPUTS:	LEGAL SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objectives

To provide a high quality, cost effective in-house legal consultancy service.

Key Changes

Committed Costs (Operating)

- Appropriate adjustments due to external market benchmarking of lawyer salaries and increased support staff. \$140,195
- Increase in committed operating costs to be offset by anticipated end of year savings in Council's total legal spend. \$47,090

4.3.1

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	LEGAL SERVICES
OUTPUTS:	OUTPUT SUMMARY

OUTPUT CLASS EXPENDITURE		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
LEGAL SERVICES			
Legal Advice	Page 4.3.2	528,113	623,572
Corporate Advice	Page 4.3.3	176,038	245,816
		-----	-----
		704,150	869,388
 OUTPUT CLASS REVENUE & RECOVERIES			
LEGAL SERVICES			
Legal Advice	Page 4.3.2	528,113	623,572
Corporate Advice	Page 4.3.3	176,038	245,816
		-----	-----
		704,150	869,388
TOTAL NET COST LEGAL SERVICES		-----	-----
		0	0
COST OF CAPITAL EMPLOYED		=====	=====
		191	55
CAPITAL OUTPUTS	Page 4.3.4	2,500	2,500

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	LEGAL SERVICES
ACTIVITY:	LEGAL SERVICES

OUTPUTS

- **LEGAL ADVICE (BUSINESS UNITS & COUNCIL)**
- **CORPORATE ADVICE**

Description

- To provide in-house legal advice to the Business Units, Council, Standing Committees and Community Boards, and to co-ordinate the use of external practitioners where required.

Objectives for 2002/03

1. To provide timely legal advice services, including legal opinions, and the accurate interpretation of statutes, district plans, bylaws and matters of law.
2. To ensure that the Council is not involved in unnecessary litigation by maintaining liaison with relevant Unit Managers.

Performance Indicators

- 1.1 Client unit satisfaction with legal opinions and other information provided based on timeliness and perception of quality is a real measure of performance.
- 2.1 Objective is to achieve at least a 75% client unit satisfaction rating. This is measured by an annual client survey conducted at the end of each financial year.

4.3.2

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	LEGAL SERVICES
OUTPUT CLASSES:	LEGAL SERVICES

			2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : LEGAL ADVICE (BUSINESS UNITS & COUNCIL)				
DIRECT COSTS				
External Lawyers Fees			0	50,000
ALLOCATED COSTS				
Transfer from Legal Services Cost Centre	(75.00)%	70.00%	528,113	573,572
TOTAL COST - LEGAL ADVICE			528,113	623,572
REVENUE				
External Revenue			37,842	0
Internal Recoveries			490,271	623,572
TOTAL REVENUE			528,113	623,572
NET COST LEGAL ADVICE			0	0

4.3.text.3

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	LEGAL SERVICES
ACTIVITY:	LEGAL SERVICES

OUTPUTS: CORPORATE ADVICE (CONTD)

For text see page 4.3.text.2.

4.3.3

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	LEGAL SERVICES
OUTPUT CLASSES:	LEGAL SERVICES

			2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : CORPORATE ADVICE				
DIRECT COSTS				
Legal Compliance Programme			0	0
ALLOCATED COSTS				
Transfer from Legal Services Cost Centre	(25.00)%	30.00%	176,038	245,816
TOTAL COST - CORPORATE ADVICE			176,038	245,816
REVENUE				
External Recoveries			0	0
Internal Recoveries			176,038	245,816
TOTAL REVENUE			176,038	245,816
NET COST CORPORATE ADVICE			0	0

4.3.4

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	LEGAL SERVICES
OUTPUT CLASS:	CAPITAL OUTPUTS

OUTPUT : CAPITAL OUTPUTS	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
RENEWALS AND REPLACEMENTS		
Office Equipment	2,500	2,500
NEW ASSETS		
TOTAL CAPITAL OUTPUTS	2,500	2,500

4.3.6

MONITORING COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		LEGAL SERVICES				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2001/2002 Present Charge	2001/2002 Revenue from Present Charge	2002/2003 Proposed Charge	2002/2003 Projected Revenue From Proposed Charge	2002/2003 Projected Revenue as a percentage of Total Cost	Notes
Legal Advice	Various	\$37,842	Various	\$0	100.00%	
Legal Compliance Programme		\$0		\$0		
TOTAL		----- \$37,842 =====		----- \$0 =====		

5.1.0

FINANCIAL SERVICES

5.1.i

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objectives

To provide corporate accounting services including accurate and timely management reports and advice on financial and administrative matters.

To meet the external financial accountability requirements of the Council, Christchurch City Holdings Limited and the smaller subsidiary companies.

To provide financial analysis of projects and advice to the Council on accounting issues.

To efficiently manage accounting resources.

To co-ordinate the Annual Plan and Corporate Plan procedures for the Council.

To update and maintain the Long Term Financial Plan and the Funding Policy.

To publish the draft and final Annual and Corporate Plans.

To administer the Council's rate and debt collection systems in an equitable and cost effective manner.

To provide accounting services to the business units of the Council.

To provide accurate and timely financial reports for internal monitoring purposes.

To provide counter and mail services for the collection and recording of inwards payments.

To provide for an efficient and cost effective payments system (ie payroll and accounts payable systems).

To reconcile the accounting system with the Council's bank accounts.

To ensure that all the Council's taxation and ACC levy obligations are properly discharged at minimal levels.

To ensure that the Assets Register is maintained accurately and regularly and in accordance with generally accepted accounting practice.

To provide a prompt and courteous customer service operation on the ground floor of the Civic Offices (this includes enquiries from walk-in customers, cash receipting and telephone calls and graffiti hotline calls).

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

Key Changes

Committed Costs (Operating)

- Triple Bottom Line Reporting** \$28,000

This is the additional cost to report in triple bottom line (TBL) format. The cost includes format changes to the reporting templates plus the ongoing additional costs of printing a TBL Annual Plan and Annual Report. TBL reporting is a sustainability commitment for 2002/03 which was adopted by the Council on 24 August 2000.
- After Hours Service** \$33,000

During 2000/01 the Council changed its after hours service provider. This service which is provided by Orion is at a higher level than that which was provided by Quick Connect. Orion has the same system as the CCC and this has enabled Orion to access the same information as the CCC Customer Centres. Orion's experience in dealing with emergency responses has been a further feature of the new arrangement. While the Council received a considerable discount on the service in the first two years of operation the cost for 2002/03 will increase by \$33,000.

This increase was accounted for when the Long Term Financial Strategy was adopted on 12 July 2001. It is therefore a commitment for 2002/03

Increased Costs due to Increased Demand

- Accounting Resources**

On 12 November 2001 two accounting graduates were hired to help reduce the excessive additional hours being worked within the Unit and to enable the further development and better utilisation of the SAP Accounting System. The two graduates have been employed in the Fixed Assets and Financial Planning areas. This initiative will help to reduce the work load of three Senior Accountants and allow them to contribute to the full utilisation of the SAP Financial System. Funding for 2001/02 is being sourced from the Project Contingency provision within the Corporate Revenues and Expenses budget. (Approved by the Corporate Strategy Team in August 2001.) For 2002/03 it is proposed to fund these positions from within the Financial Services Unit budget utilising various Unit cost savings. The savings which will enable this to happen are detailed on the next page. All are operating savings.

5.1.iii

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

Although both positions are for a 2 year period there is a need to maintain both resources beyond the 2 year period in order:

- to meet customer needs (these are currently not being adequately met in the management accounting area);
- to reduce the large amounts of additional hours that staff within the management accounting and financial planning areas are currently having to work; and
- achieve the full ongoing benefits of the SAP Financial System.

Because the 2002/03 funding sources reflect ongoing savings, this will allow both positions to continue beyond the two year period.

Additional Accounting Resources		Matching Savings (Funding Sources)	
Two Accounting Graduates (staff related costs)	\$70,000	ACC Fees	(\$4,000)
		Postage	(\$2,200)
		Stationery	(\$5,500)
Overheads (telephones, PC costs)	\$7,000	Staff Training	(\$5,497)
		Retiring Gratuities	(\$6,931)
		Datacom Contract Savings	(\$11,132)
		Payroll Resourcing	(\$14,740)
		Programming Savings	(\$27,000)
	-----		-----
	<u>\$77,000</u>		<u>(\$77,000)</u>

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

Efficiency Gains

- The following savings and efficiency gains have been identified and factored into the Financial Services Unit budget for 2002/03:
 - **Payroll Resourcing** (\$14,740)
 The CATS (timesheet) self entry and Business Unit entry has reduced the need for a full time resource within the Payroll Team. The staff member concerned has reduced her time from 5 days per week to three days per week. This change is part of some ongoing efficiency savings which the Unit has identified and achieved over the last three years. The other staff savings achieved to date include a reduction of one staff member in the Accounts Payable Team in 2000/01 – (a saving of \$34,531 by not replacing a retiring staff member) and a reduction of a part resource in the Accounts Receivable Team in 1999/2000 – (a savings of \$13,799).
 - **Contract Programming** (\$27,000)
 The implementation of the GEMS Rating and Waterbilling Modules together with the re-shuffling of responsibilities within Financial Services Unit has reduced the need to contract in a programmer for maintenance work on the Rates and Water Billing systems. The 2002/03 savings that will be generated from this change total \$27,000.
 - **Bureau Costs for Payroll (Overlap Costs)** (\$49,885)
 The implementation of the SAP in-house Payroll Module on 1 April 2002 eliminates the need for the Council to process the CCC Payroll through a Payroll Bureau. (The Council has for many years processed its payroll through Datacom.) The overlap costs in 2002/03 which will be saved after including a full year of SAP Payroll Module costs and taking out the Bureau costs total \$49,885.
 - **Stationery** (\$5,500)
 The implementation of the new SAP / GEMS system has enabled further stationery savings in the Accounts Receivable area. This is an extension of the stationery savings previously identified in 2001/02 for Water Billing and Payroll.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

Restructuring Budgets

There are four significant budget changes since the 2001/02 Unit budget was adopted:

- **Staff Transfer**

In September 2001 two staff members (one from the Fendalton Counter Service Cost Centre and one from the Riccarton Service Counter Service Cost Centre) were transferred to the Civic Customer Centre. This change is in line with the transfer of Service Centre calls to the Civic Offices. The rationale for this change is the provision of better customer service, more efficient use of resources and great flexibility.

The 2001/02 budget figures have been left within the Libraries and Information Unit budget but are noted below for comparative purposes. (It should be noted that this transfer was taken account of when assessing whether the Financial Services Unit and the Libraries and Information Unit had met their budget targets set by the Corporate Strategy Team.)

FROM			TO		
Libraries and Information Unit			Financial Services Unit		
	2001/02 \$	2002/03 \$		2001/02 \$	2002/03 \$
Service Centre Staff Costs	64,269	(64,269)	Customer Centre Staff Costs	0	64,269
Overhead Costs	12,068	(12,068)	Overhead Costs	0	12,068
TOTAL	\$76,337	(\$76,337)	TOTAL	0	\$76,337

- **Allocation of Customer Centre Management Costs**

The Civic Customer Centre is part of the Financial Services Unit and is also part of the Council's Customer Centre network. The co-ordination and management of the network is managed by the Customer Services Team within the Operations Directorate. In the past the net cost of the Customer Services Team related mainly to the development of the network and was not allocated out. Now that the Customer Services Team is directly involved in managing and co-ordinating the network, it is appropriate that the Team net costs are allocated out to the various parts of the network. The allocation has been based on total staff numbers and the Civic Customer Centre share of these costs is approximately \$78,000.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

- **Corporate Overhead Allocation**

The 2002/03 corporate overhead allocation has been amended to reflect the new organisational structures which were put in place last year. The corporate overhead has now been divided into two types of costs:

- labour related overheads; and
- non labour related overheads

- **Labour related overheads**

Each Unit labour cost centre has received an allocation and the Financial Services Unit share reflects the total staff numbers in each of its five labour related cost centres. This allocation in turn impacts on labour charge out rates for the Unit. The labour related overhead can be likened to an 'employee service charge' and includes payroll costs, HR costs, Health and Safety costs and ChCh Chat costs.

- **Non labour related overheads**

The non labour overheads are allocated directly to all service delivery outputs. The Financial Services Unit has two such outputs which are delivered directly to the public. They are 'Telephone Services' and 'Cashiering and Counter Services'. The allocation of the non labour related overheads (includes all other overheads like MIS costs, Financial Services costs, Corporate Services and Corporate Office costs) is based on the total cost of the output.

- **Mailroom Costs**

Whereas in previous years the Financial Services 'Mailroom Services' was shown as a separate output this has now been treated as an overhead project within Financial Services. Mail processing is no different to other overhead costs like MIS and telephone costs. It is one of a range of support type costs for outputs like Rates, Accounts Receivable and Accounts Payable. The allocation of the mailroom costs to these areas has been based on estimated mail volumes.

- **Draft Community Plan**

For a number of years the Financial Services Unit has been responsible for the production of the draft Community Plan. This is produced as one booklet, is mapped based and lists the projects planned for the six Community Boards. The final version of the Community Plan is published in a special edition of 'City Scene'. Like the draft Community Plan the final version is also mapped based.

For 2002/03 it is planned to use 'City Scene' as the vehicle to publish the draft Community Plan as well. By publishing in City Scene the Council is reaching a much larger audience. Responsibility for publishing the final version rests with Community Relations and given the change planned for 2002/03 there are synergies to be achieved by moving the draft Community Plan to Community Relations as well. On this basis the \$30,000 which would have been included in the Financial Services Unit budget for the Draft Community Plan has been transferred to the Community Relations Unit budget.

- **Revaluation of Infrastructural Assets**

In previous years this provision was included in the Corporate Revenues and Expenses budget. To comply with Financial Reporting Standard 29, this item should be reflected in an appropriate activity budget. The item has therefore been taken out of the Corporate Revenues and Expenses budget and is now included in the Annual Report output. (The values are required for financial reporting purposes.)

5.1.0

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
ACTIVITY:	OUTPUT SUMMARY

For Output Summary see page 5.1.1.

5.1.1

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	OUTPUT SUMMARY

OUTPUT CLASS EXPENDITURE		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
RATING SERVICES			
Valuation Information	Page 5.1.5	1,542,475	1,464,573
Rates Administration	Page 5.1.6	2,612,050	2,472,218
Water Billing	Page 5.1.7	355,812	359,948
PLANS			
Corporate Plan	Page 5.1.8	52,124	57,700
Annual Plan	Page 5.1.9	171,339	178,016
Strategic Plan	Page 5.1.9	27,055	11,496
ADVICE			
Financial Advice	Page 5.1.10	233,133	254,104

5.1.2

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	OUTPUT SUMMARY

		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
OUTPUT CLASS EXPENDITURE (continued)			
ACCOUNTING SERVICES			
Payroll	Page 5.1.11	480,127	432,948
Accounts Payable	Page 5.1.12	556,065	589,901
Accounts Receivable	Page 5.1.13	466,684	498,198
Bank Reconciliation	Page 5.1.14	139,746	157,174
Taxation	Page 5.1.15	51,389	55,005
Asset Register	Page 5.1.16	108,984	122,825
Management Accounting	Page 5.1.17	324,685	361,598
CUSTOMER SERVICES			
Telephone & Counter Services	Page 5.1.18	346,931	455,130
Cashiering	Page 5.1.19	317,332	409,690
Mail	Page 5.1.20	56,596	0
FINANCIAL REPORTING			
Annual Report	Page 5.1.21	379,610	408,106
SYSTEMS SUPPORT			
Financial Systems Support	Page 5.1.22	503,801	553,080
TOTAL EXPENDITURE		8,725,938	8,841,708

5.1.3

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	OUTPUT SUMMARY

OUTPUT CLASS REVENUE & RECOVERIES		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
RATING SERVICES			
Valuation Information	Page 5.1.5	1,542,475	1,464,573
Rates Administration	Page 5.1.6	2,612,050	2,472,218
Water Billing	Page 5.1.7	355,812	359,948
PLANS			
Corporate Plan	Page 5.1.8	52,124	57,700
Annual Plan	Page 5.1.9	171,339	178,016
Strategic Plan	Page 5.1.9	27,055	11,496
ADVICE			
Financial Advice	Page 5.1.10	233,133	254,104
ACCOUNTING SERVICES			
Payroll	Page 5.1.11	480,127	432,948
Accounts Payable	Page 5.1.12	556,065	589,901
Accounts Receivable	Page 5.1.13	466,684	498,198
Bank Reconciliation	Page 5.1.14	139,746	157,174
Taxation	Page 5.1.15	51,389	55,005
Asset Register	Page 5.1.16	108,984	122,825
Management Accounting	Page 5.1.17	324,685	361,598

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	OUTPUT SUMMARY

OUTPUT CLASS REVENUE & RECOVERIES (continued)		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
CUSTOMER SERVICES			
Telephone & Counter Services	Page 5.1.18	300,442	394,143
Cashiering	Page 5.1.19	78,000	60,100
Mail	Page 5.1.20	56,596	0
FINANCIAL REPORTING			
Annual Report	Page 5.1.21	379,610	408,106
SYSTEMS SUPPORT			
Financial Systems Support	Page 5.1.22	503,801	553,080
TOTAL REVENUE		8,440,117	8,431,131
NET COST OF OUTPUTS		285,821	410,577
COST OF CAPITAL EMPLOYED		871	512
CAPITAL OUTPUTS	Page 5.1.23	14,000	17,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	RATING SERVICES

OUTPUT : VALUATION INFORMATION

Description

- Record the property information necessary to levy and collect rates, water charges, and to meet other Council needs.
- Provide information to the Council and the public from the database.

Objectives for 2002/03

1. Maintain the GEMS Rating Module by auditing the data provided by the Council's valuation service provider(s), and implement any changes required to the Rating Differentials, Area of Benefit and Rate Codes.
2. Monitor the changes to the Person & Property Module, made by the Geodata Services Team, as they affect the Rating Module.
3. Monitor the performance of the Council's valuation service provider(s).

Performance Indicators

- 1&2 Ensure that the number of alterations required to the annual rates levy, due to data errors, is kept below 0.005% of the total number of assessments.
3. Ensure that all building consents and subdivisions are actioned within the periods specified in the contract(s). (Dependent upon the RFS System being fully operational by 1 July 2002.)

5.1.5

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	RATING SERVICES

OUTPUT : VALUATION INFORMATION		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
Valuation Fees - Valuation Roll Maintenance		1,198,500	1,198,500
Programming Costs		13,000	13,000
TOTAL DIRECT COSTS		1,211,500	1,211,500
ALLOCATED COSTS			
Allocated Holding Account	(6.96)% 6.68%	245,955	253,073
Alloc O/head - FAMIS		51,038	0
Alloc O/head - Core Person & Property Data		33,982	0
TOTAL ALLOCATED COSTS		330,975	253,073
TOTAL COSTS		1,542,475	1,464,573
REVENUE			
Internal Recoveries			
Transfer to Rates Administration		1,228,201	1,157,310
Transfer to Water Billing		121,470	114,459
		1,349,671	1,271,769
External Revenue - CRC Share of Valuation Fees		192,804	192,804
TOTAL REVENUE		1,542,475	1,464,573
NET COST VALUATION INFORMATION		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	RATING SERVICES

OUTPUT : RATES ADMINISTRATION

Description

- Advise the Council on and administer the rating system so that:
 - (a) It complies with statutory requirements and Council policies.
 - (b) It is generally acceptable to ratepayers as a fair and just system.
 - (c) It is efficient and cost effective.
 - (d) Maintain a mutually acceptable rating system for the Canterbury Regional Council.

Objectives for 2002/03

1. Maintain an efficient rates information and collection system.
2. Collect 96.5% of the rates levied within the year.
3. Increase the number of ratepayers using direct debiting as a method of payment.

Performance Indicators

1. Ensure the gross cost per assessment is less than \$18.04 per assessment (based on 136,982 assessments). (1996/97: Cost per assessment \$19.30; 1997/98: Cost per assessment \$16.57; 1998/99: Cost per assessment \$18.17; 1999/00 : Cost per assessment \$17.20; 2000/01 : Cost per assessment \$18.08.)
2. Rate arrears as a % of levied figure. No more than 3.5%.
3. Increase the number of ratepayers using direct debiting by 30 June 2003 to 34,000. (1996/97: 21,532; 1997/98: 24,015. 1998/99: 25,529; 1999/00 : 30,543; 2000/01 : 32,000.)

5.1.6

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	RATING SERVICES

OUTPUT : RATES ADMINISTRATION		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
Postage, Stationery etc		321,050	301,100
ALLOCATED COSTS			
Corporate Services - Document Distribution (Mail)		40,851	0
Allocated Ovehead - Bank Fees		90,484	90,484
Allocated Overhead - Cashiering Ex Service C's		76,600	80,000
Alloc O/head - FAMIS		148,475	163,728
Alloc O/head - Core Person & Property Data		98,856	83,628
Allocated Overhead - Mail		30,000	27,489
Alloc O/head - Cashiering (Batching of Rates)		55,000	37,100
Alloc O/head - Financial Systems Support		44,637	49,003
Allocated Holding Account	(13.52)% 12.74%	477,896	482,377
Transfer from Valuation Information		1,228,201	1,157,310
TOTAL ALLOCATED COSTS		2,291,000	2,171,118
TOTAL COSTS		2,612,050	2,472,218
REVENUE			
External Revenue		456,000	455,200
Corporate Overhead Recoveries		2,156,050	1,252,463
Corporate Financing Recoveries		0	764,555
TOTAL REVENUE		2,612,050	2,472,218
NET COST RATES ADMINISTRATION		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	RATING SERVICES

OUTPUT : WATER BILLING

Description

- To administer the water billing system for the Council.
- To ensure outstanding accounts are collected promptly and fairly.

Objectives for 2002/03

1. Maintain the GEMS Water Billing Module to produce accurate and timely invoices and information.
2. Monitor the changes to the Person & Property Module, made by the Geodata Services Team, as they affect the Water Billing module.
3. Collect all outstanding accounts within a reasonable period without recourse to 'rate' collection powers.

Performance Indicators

1. Ensure that all billing cycles are processed within the periods specified and ensure that the number of amended invoices produced, due to data errors, is kept below 0.005% of the total number of accounts. (Water Billing Team) (New measure for 2002/03)
2. Ensure that the number of amended invoices produced, due to data errors, is kept below 0.005% of the total number of accounts. (Geodata Team) (New measure for 2002/03)
3. Ensure that the total arrears outstanding, for more than 12 months after the due date is less than 5.0% of the total charged in the previous 12 months. (New measure for 2002/03)

5.1.7

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	RATING SERVICES

		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
OUTPUT : WATER BILLING			
DIRECT COSTS			
Administration Costs		15,500	19,300
TOTAL DIRECT COSTS		15,500	19,300
ALLOCATED COSTS			
Allocated Holding Account	(2.97)% 2.84%	104,868	107,446
Allocated Ovehead - Bank Fees		2,311	2,311
Alloc O/head - Fsu Mailroom - Overhead Project		0	3,665
Alloc O/head - FAMIS		60,318	66,514
Alloc O/head - Core Person & Property Data		40,160	33,974
Alloc O/head - Valuation Information		121,470	114,459
Alloc O/head - Financial Systems Support		11,184	12,278
TOTAL ALLOCATED COSTS		340,312	340,648
TOTAL COSTS		355,812	359,948
REVENUE			
Internal Recoveries		355,812	359,948
Corporate Expenses			
TOTAL REVENUE		355,812	359,948
NET COST WATER BILLING		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	PLANS

OUTPUT : CORPORATE PLAN

Description

- The Corporate Plan focuses on outputs. These outputs represent the goods and services which the Council is buying on behalf of the community. The Corporate Plan also includes the Council's Funding Policy.

Objective for 2002/03

1. Publish the Corporate Plan as per approved timetable.

Performance Indicators

- 1.1 Have the draft Corporate Plan available in electronic format no later than the release date as specified in the approved timetable for 2003/04. (New measure in 2001/02.)
- 1.2 Have the final version of the Corporate Plan available in electronic form no later than the release date as specified in the approved timetable for 2003/04. (New measure in 2001/02.)

5.1.8

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	PLANS

OUTPUT : CORPORATE PLAN		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
Publication Costs		13,000	13,500
ALLOCATED COSTS			
Allocated Holding Account	(1.11)% 1.17%	39,124	44,200
TOTAL COSTS		52,124	57,700
REVENUE			
Public Accountability		22,935	25,388
Transfer to Corporate Overhead		29,190	32,312
NET COST CORPORATE PLAN		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	PLANS

OUTPUTS

- **ANNUAL PLAN**
- **STRATEGIC PLAN**

Description

- The Council is required under S223D of the Local Government Act to produce a report(s) which outline(s) its plans for the future. The Annual Plan details the short term future and the Strategic Plan focuses on the long term.

Objective for 2002/03

1. Complete all Annual Planning procedures within the approved timetable.

Performance Indicators

- 1.1 Ensure that the Annual Planning procedures meet the approved timetable dates. (1998/99: Timetable not met - process delayed; 1999/00: Approved timetable dates met; 2000/01 (timetable was delayed by one week due to additional elected member meetings. This did not however impact on the adoption of the final Financial Plan on 12 July 2001).
- 1.2 Have the published version of the final Christchurch City Council Plan available within 20 days of it being adopted. (1997/98: Target met; 1998/99: Target met; and 1998/99, 1999/00 and 2000/01: Target met.)

5.1.9

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	PLANS

OUTPUT : ANNUAL PLAN			2001/2002	2002/2003
			BUDGET	BUDGET
			\$	\$
DIRECT COSTS				
Publication Costs - Annual Plan			42,000	65,500
Publication Costs - Community Plans			30,000	0
ALLOCATED COSTS				
Allocated Holding Account	(2.81)%	2.97%	99,339	112,516
TOTAL COSTS			171,339	178,016
REVENUE				
Public Accountability			171,339	178,016
TOTAL REVENUE			171,339	178,016
NET COST ANNUAL PLAN			0	0
OUTPUT : STRATEGIC PLAN				
DIRECT COSTS				
Production publications			16,800	0
ALLOCATED COSTS				
Allocated Holding Account	(0.29)%	0.30%	10,255	11,496
TOTAL COSTS			27,055	11,496
REVENUE				
Corporate Overhead			0	0
Public Accountability			27,055	11,496
NET COST STRATEGIC PLAN			0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ADVICE

OUTPUT : FINANCIAL ADVICE

Description

- The provision of financial advice to Business Units, Unit Managers, Council Staff, Corporate Office, Council and Elected Members.

Objectives for 2002/03

1. Prepare comprehensive Guidance Notes for the 2002/03 Annual Plan process.
2. Ensure that staff are aware of the planning requirements.
3. Prepare financial reports for the Council.

Performance Indicators

1. To have the 2003/04 CCC Financial Plan Guidance Notes available for distribution no later than 30 September 2002. (1999/00 : Available 23 September 1999; 2000/01 : Available 21 September 2000).
2. Run at least two courses in September 2002 on the 2003/04 planning requirements and brief the Management Group.
3. Prepare 6 monthly reports and any other financial reports as required. (1997/98: Achieved; 1998/99: Achieved; 1999/00: Achieved; 2000/01: Achieved)

5.1.10

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ADVICE

OUTPUT : FINANCIAL ADVICE			2001/2002	2002/2003
			BUDGET	BUDGET
			\$	\$
ALLOCATED COSTS				
Allocated Holding Account	(6.59)%	6.71%	233,133	254,104
REVENUE				
Internal Revenue			0	0
Corporate Overhead Recovery			233,133	254,104
NET COST FINANCIAL ADVICE			-----	-----
			0	0
			=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

OUTPUT : PAYROLL

Description

- Pay all Council staff accurately, on time and according to duly authorised procedures and appropriate controls.
- Ensure all pay expenditure is correctly coded to appropriate ledger accounts.
- Evaluate and implement all appropriate payroll enhancements.

Objective for 2002/03

1. The cost to pay each employee be no greater than \$210.00 for the year.

This assumes a total payroll of 2,605 permanent full-time, part-time and casual employees. The payroll support costs include staff and systems costs for operating the payroll system pay envelopes, payroll costing and the administration of superannuation, PAYE, withholding tax and pay deductions. The casual / temporary employees number about 400 in a year.

A new version of the payroll system will be operational with the objective of providing better and more timely management and cost information to units.

Performance Indicator

1. That the cost to pay each permanent full-time and part-time and casual employee be no greater than \$167.00 for the year. (1996/97 - \$177.55; 1997/98 - \$176.39; 1998/99 - \$189.97; 1999/00 - \$173.56; 2000/01 - \$236.43 *)

(* = Based on permanent and part time employees, but not casual employees.)

5.1.11

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
OUTPUT : PAYROLL			
DIRECT COSTS			
Bureau Costs		60,000	0
Administration Costs		17,702	18,421
TOTAL DIRECT COSTS		77,702	18,421
ALLOCATED COSTS			
Alloc O/head - FAMIS		98,984	109,152
Allocated Holding Account	(8.58)% 8.06%	303,441	305,375
TOTAL ALLOCATED COSTS		402,425	414,527
TOTAL COSTS		480,127	432,948
REVENUE			
External Revenue		2,500	2,500
Internal Recoveries		34,304	0
Corporate Overhead Recovery		443,323	430,448
TOTAL REVENUE		480,127	432,948
NET COST PAYROLL		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

OUTPUT : ACCOUNTS PAYABLE

Description

- Make all creditors payments of the Council and ensure that they are properly authorised, recorded and paid by the due date.
- Monitor spending of business units to ensure they stay within policy and procedures as set down by Management.

Objective for 2002/03

1. That the cost to pay each external invoice code be not greater than \$6.20. (This is based on a total of 95,009 transactions being processed during the year.) This includes the number of invoices, credit notes and electronic uploads processed.)

Performance Indicator

1. That the cost to process and pay each external invoice be no greater than \$6.20. (1996/97 - \$3.08; 1997/98 - \$3.30. 1998/99 - \$3.51; 1999/00 - \$3.98; 2000/01 - \$5.52.)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
OUTPUT : ACCOUNTS PAYABLE			
DIRECT COSTS			
Administration Costs		16,081	26,200
TOTAL DIRECT COSTS		----- 16,081	----- 26,200
ALLOCATED COSTS			
Allocated Overhead Cashiers & Mailroom		8,200	26,526
Allocated Overhead Financial Systems Support		91,389	100,329
Allocated Holding Account	(12.45)% 11.53%	440,394	436,846
TOTAL ALLOCATED COSTS		----- 539,984	----- 563,701
TOTAL COSTS		----- 556,065	----- 589,901
REVENUE			
External Revenue		0	0
Internal Recoveries		0	0
Corporate Overhead Recovery		556,065	589,901
TOTAL REVENUE		----- 556,065	----- 589,901
NET COST ACCOUNTS PAYABLE		----- 0	----- 0
		=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

OUTPUT : ACCOUNTS RECEIVABLE

Description

- To arrange for the effective collection of all outstanding debts due to the Council.

Objective for 2002/03

1. To continue to collect debts promptly and minimise the necessity of write-off of bad debts.

Performance Indicators

- 1.1 Collect (by value) Council invoiced debts on the following basis:

By the end of the month following invoicing	80%	(1996/97: 78%. 1997/98: 75%. 1998/99: 79%). 1999/00: 98%. 2000/01: 90%
Within two months of invoicing	90%	(1998/99: 93%). 1999/00: 85%. 2000/01: 90%
Within three months of invoicing	95%	(1996/97: 96%. 1997/98: 95%. 1998/99: 96%). 1999/00: 95%. 2000/01: 95%
Outstanding over 12 months no more than \$600,000.		(1996/97: \$348,909. 1997/98: \$444,889. 1998/99: \$684,911. 1999/00: \$678,514). 2000/01: \$1,252,674

- 1.2 Unpaid invoice reports in the hands of Unit Manager or designated person within four working days of the end of the month.
(1998/99: Within four working days; 1999/00 Reports generated and sent out up until March 2000. 2000/01 – report not available to make this measure. Is now being worked on.)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
OUTPUT : ACCOUNTS RECEIVABLE			
DIRECT COSTS			
Postage, Stationery etc		56,000	59,000
ALLOCATED COSTS			
Allocated Ovehead - Bank Fees & Mailroom		31,115	49,441
Alloc O/head - Financial Systems Support		71,237	78,205
Allocated Holding Account	(8.72)% 8.23%	308,331	311,552
		-----	-----
		466,684	498,198
REVENUE			
Internal Recoveries		6,550	246,452
External Revenue		0	0
Corporate Overhead Recovery		460,134	251,746
		-----	-----
TOTAL REVENUE		466,684	498,198
		-----	-----
NET COST ACCOUNTS RECEIVABLE		0	0
		=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

OUTPUT : BANK RECONCILIATION

Description

- Reconciliation of the Council's bank accounts to the accounting system.
- Record all revenue financial transactions.

Objective for 2002/03

1. Reconcile the bank accounts to the ledgers each month.

Performance Indicator

1. Reconcile the bank account to the ledgers at the end of each month. (1996/97 - Achieved; 1997/98 - Achieved. 1998/99 - Not achieved. Bankings reconciled daily to receipting system but overall reconciliation has still to be completed; 1999/00 – Achieved; 2000/01 – Achieved.)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

			2001/2002 BUDGET	2002/2003 BUDGET
			\$	\$
OUTPUT : BANK RECONCILIATION				
DIRECT COSTS				

TOTAL DIRECT COSTS			0	0
ALLOCATED COSTS				
Alloc O/head - Financial Systems Support			11,184	12,278
Alloc O/head - FAMIS			18,559	20,466
Allocated Holding Account	(3.11)%	3.29%	110,003	124,429

TOTAL ALLOCATED COSTS			139,746	157,174

TOTAL COSTS			139,746	157,174
REVENUE				
External Revenue				0
Internal Recoveries			0	0
Corporate Overhead Recovery			139,746	157,174

TOTAL REVENUE			139,746	157,174

NET COST BANK RECONCILIATION			0	0
			=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

OUTPUT : TAXATION**Description**

- Complete all taxation and ACC Levies obligations of the Council.

Objective for 2002/03

1. To ensure that all taxation and ACC Levies obligations of the Council are properly discharged at minimal levels.

Performance Indicator

1. Prepare Income Taxation Returns and other Taxation Returns and pay by due dates. (1996/97 Achieved - no penalties incurred; 1997/98 Achieved - no significant penalties incurred, 1998/99 Achieved - no penalties incurred; 1999/00 Achieved - no penalties incurred; 2000/01 – Achieved – no penalties incurred.)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
OUTPUT : TAXATION			
DIRECT COSTS			
Administration Costs		23,170	22,740
ALLOCATED COSTS			
Allocated Holding Account	(0.80)% 0.85%	28,219	32,265
TOTAL COSTS		51,389	55,005
REVENUE			
Internal Recoveries (Service Level Agreements)		0	0
Corporate Overhead Recovery		51,389	55,005
NET COST TAXATION		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

OUTPUT : ASSET REGISTER

Description

- Maintain appropriate records of the Council's fixed assets and ensure that these are all properly accounted for through the recording of new and deleted items, calculation of depreciation and regular verification of the existence of the assets.

Objectives for 2002/03

1. To ensure the Fixed Assets Register is maintained accurately and regularly in accordance with generally accepted accounting practice.
2. To ensure infrastructural assets are recorded in total according to generally accepted accounting practice.

Performance Indicators

- 1&2. Ensure the Fixed Assets Register is maintained during the year and is balanced with the General Ledger within two months of the end of the financial year. (1996/97 - Achieved; 1997/98 - Achieved. 1998/99 - One day later than target; 1999/00 – Achieved; 2000/01 – Achieved.)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

OUTPUT : ASSET REGISTER		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
TOTAL DIRECT COSTS		0	0
ALLOCATED COSTS			
Allocated Overhead Financial Systems Support		39,196	43,030
Allocated Holding Account	(1.97)% 2.11%	69,789	79,796
TOTAL ALLOCATED COSTS		108,984	122,825
TOTAL COSTS		108,984	122,825
REVENUE			
Internal Recoveries (Service Level Agreements)		0	0
Corporate Overhead Recovery		108,984	122,825
		108,984	122,825
NET COST ASSETS REGISTER		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ADVICE AND SUPPORT

OUTPUT : MANAGEMENT ACCOUNTING

Description

- Provide financial management and accounting assistance to business unit managers with particular reference to budgeting and analysis of accounting information.
- Provide assistance to business unit managers in monitoring their monthly results, in particular the Suspense Accounts and the setting of charge out rates.
- Provide accurate, timely and well presented financial reports to the Council, its Committees and business units which will assist in the management of the Council's resources.
- Prepare monthly financial reports for business unit managers which will enable them to monitor financial results against budget.
- Provide on screen data as up to date as possible to enable constant monitoring of all revenue and expenditure.

Objectives for 2002/03

1. Produce monthly financial reports for Unit Managers.
2. Produce management accounts for Unit Managers.
3. Complete all work on the Management Budgets as per the Annual Plan timetable.

Performance Indicators

1. Produce monthly financial reports within 10 working days at the end of each month except for December and June (1998/99 – Achieved; 1999/00 – Not achieved due to SAP go live; 2000/01 – Not achieved. No July reports produced due to late finalisation of budgets and time required to implement month end processes.)
2. Produce 6 monthly management accounts for Unit Managers to report on to Standing Committees. (New measure.)
3. Ensure that the Management Budgets are available for loading into the Ledger by 1 August 2001 (1998/99 : Available for loading in on 29 June 1999. 1999/00 : not achieved – late finalisation of budgets; 2000/01 – Not achieved. The implementation of SAP meant that the budget structures had to be reformatted prior to loading into the ledger.)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

OUTPUT : MANAGEMENT ACCOUNTING			2001/2002	2002/2003
			BUDGET	BUDGET
			\$	\$
DIRECT COSTS				
Publication Costs			2,700	3,250
ALLOCATED COSTS				
Allocated Holding Account	(3.17)%	3.38%	112,202	128,045
Allocated O/Head Financial Systems Support			209,783	230,302
TOTAL COSTS			-----	-----
			324,685	361,598
REVENUE				
Internal Recoveries			0	0
External Recoveries			0	0
Corporate Overhead Recovery			324,685	361,598
NET COST MANAGEMENT ACCOUNTING			-----	-----
			0	0
			=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	CUSTOMER SERVICES

OUTPUT : TELEPHONE & COUNTER SERVICES

Description

Provision of a single point of contact for all external requests for information and service for the Financial Services Units.

Objectives for 2002/03

1. Increase current resolution rates for requests for information and service to meet corporate standards by maximising the scope and depth of requests handled by the Customer Centre.
2. Align levels of service to better meet customer needs.
3. Strengthen relationships between centre staff, unit specialists and our customers and streamline the processes.

Performance Indicators

- 1.1 Customer Services Representatives resolve 80% of requests for information and service at first point of contact. (New measure in 2001/02.)
- 1.2 95% of calls to the Centre are answered. (New measure in 2001/02.)
- 1.3 80% of all calls are answered within 20 seconds. (New measure in 2001/02.)
2. The Centre, in conjunction with the customer centre network, participates in a monthly customer research programme to determine customer needs and satisfaction with the service and implements customer driven changes to the service within current resources. (New measure in 2001/02.)
- 3.1 Service level performance agreements between the Customer Centre and unit teams are met. (New measure in 2001/02.)
- 3.2 Processes identified by customer research or by performance failures of the service level agreements are reviewed and updated. (New measure in 2001/02.)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	CUSTOMER SERVICES

		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
OUTPUT : TELEPHONE & COUNTER SERVICES			
DIRECT COSTS			
Administration Costs		73,150	104,000
		-----	-----
TOTAL DIRECT COSTS		73,150	104,000
ALLOCATED COSTS			
Allocated Overhead - Rent		6,000	0
Allocated Holding Account	(7.57)% 9.24%	267,781	349,919
Alloc O/Head - Output Corporate Overheads Cost Centre		0	1,211
		-----	-----
TOTAL ALLOCATED COSTS		273,781	351,130
		-----	-----
TOTAL COSTS		346,931	455,130
REVENUE			
Internal Recoveries		300,442	394,143
		-----	-----
TOTAL REVENUE		300,442	394,143
		-----	-----
NET COST TELEPHONE & COUNTER SERVICES		46,489	60,987
Cost of Capital Employed		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	CUSTOMER SERVICES

OUTPUT: TELEPHONE & COUNTER SERVICES

Description Provide a single point of contact for all external requests for information and service for the Financial Services Unit and corporate wide Customer Services on the ground floor of Civic Offices.

Benefits The Council has an efficient phone enquiry and counter service at Civic Offices.

Strategic Objectives D1-5, F1-7,G1-2, **CCC Policy**

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

Nature and Distribution of General Benefits

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Recoveries cannot be made from the individual clients of the service.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

Direct Benefits

Direct benefits cannot be funded in full by clients. Any shortfall will be covered by transferring to Ratepayers by Capital Value rating.

Control Negative Effects

5.1.funding.18

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	CUSTOMER SERVICES

OUTPUT : TELEPHONE & COUNTER SERVICES

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
0.00% General Benefits	-	-	-	-	-	-	- 0
100.00% Direct Benefits	455,130	-	-	-	-	-	455,130 TableC
0.00% Negative Effects	-	-	-	-	-	-	- 0
<i>Total Costs</i>	455,130	-	-	-	-	-	455,130
<i>Modifications</i>							
Transfer User Costs to Rating	(60,987)	44,207	12,230	1,607	2,944	-	0 CapValAll
Non-Rateable	-	2,242	620	82	(2,944)	-	- CapValGen
<i>Total Modifications</i>	(60,987)	46,449	12,850	1,689	-	-	0
Total Costs and Modifications	394,143	46,449	12,850	1,689	-	-	455,130

Funded By

86.60% User Charges	394,143						394,143
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
13.40% Capital Value Rating	-	46,449	12,850	1,689	-	-	60,987
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	394,143	46,449	12,850	1,689	-	-	455,130

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	CUSTOMER SERVICES

OUTPUT : CASHIERING

Description

- Provide a prompt, friendly and efficient service to all customers wishing to pay accounts at the Civic Offices and ensuring that the monies received are properly controlled and banked into the correct bank account.

Objective for 2002/03

1. To continue to provide a prompt, friendly and efficient service to all customers making payments at the Civic Offices.

Performance Indicators

- 1.1 No formal complaints on the level of service, promptness and helpfulness of staff. (1996/97 - One received; 1997/98 - Two received; 1998/99 – no complaints received; 1999/00 – one complaint received and registered; 2000/01 – No formal complaints received.)
- 1.2 The centre carries out a quarterly customer research programme to determine customer needs and satisfaction with the service and implements customer driven changes to the service within current resources. (New measure.)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	CUSTOMER SERVICES

		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
OUTPUT : CASHIERING			
DIRECT COSTS			
Administration Costs		32,555	32,560
TOTAL DIRECT COSTS		32,555	32,560
ALLOCATED COSTS			
Allocated Holding Account	(8.05)% 9.78%	284,777	370,295
Alloc O/Head - Output Corporate Overheads Cost Centre		0	6,834
TOTAL ALLOCATED COSTS		284,777	377,130
TOTAL COSTS		317,332	409,690
REVENUE			
External Revenue		23,000	23,000
Internal Recoveries		55,000	37,100
Internal Unit Recoveries			
TOTAL REVENUE		78,000	60,100
NET COST CASHIERING		239,332	349,590
Cost of Capital Employed		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	CUSTOMER SERVICES

OUTPUT: CASHIERING

Description Provide cost effective and efficient service for all customers who pay accounts at Civic Offices or pay by mail and ensure best practice in handling the proceeds.

Benefits The Council has an efficient cashiering and counter service at Civic Offices.

Strategic Objectives D1-5, F1-7,G1-2, **CCC Policy**

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

Nature and Distribution of General Benefits

Direct Benefits (Section 112F(c))

Clients are the direct beneficiaries

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Recoveries cannot be made from the individual clients of the service.

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

Direct Benefits

Direct benefits cannot be funded in full by clients. Any shortfall will be covered by transferring to Ratepayers by Capital Value rating.

Control Negative Effects

5.1.funding.19

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	CUSTOMER SERVICES

OUTPUT : CASHIERING

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
0.00% General Benefits	-	-	-	-	-	-	- 0
100.00% Direct Benefits	409,690	-	-	-	-	-	409,690 TableC
0.00% Negative Effects	-	-	-	-	-	-	- 0
<i>Total Costs</i>	409,690	-	-	-	-	-	409,690
<i>Modifications</i>							
Transfer User Costs to Rating	(349,590)	253,399	70,102	9,212	16,878	-	- CapValAll
Non-Rateable	-	12,854	3,556	467	(16,878)	-	- CapValGen
<i>Total Modifications</i>	(349,590)	266,253	73,658	9,679	-	-	-
Total Costs and Modifications	60,100	266,253	73,658	9,679	-	-	409,690

Funded By

14.67% User Charges	60,100						60,100
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
85.33% Capital Value Rating	-	266,253	73,658	9,679	-	-	349,590
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	60,100	266,253	73,658	9,679	-	-	409,690

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	CUSTOMER SERVICES

OUTPUT : MAIL**Change for 2002/03**

The 2002/03 costs of this output have been treated as a Unit overhead and have been allocated directly to Unit outputs on the basis of estimated mail volumes for 2002/03.

The rationale for this change is that the mail processing is an input cost rather than an output delivered to other Units by Financial Services. It contributes to the delivery of the Financial Services Outputs but is not a service delivery output in its own right.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	CUSTOMER SERVICES

		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
OUTPUT : MAIL			
DIRECT COSTS			
Administration Costs		500	0
TOTAL DIRECT COSTS		500	0
ALLOCATED COSTS			
Allocated Holding Account	(1.59)% 0.00%	56,096	0
TOTAL ALLOCATED COSTS		56,096	0
TOTAL COSTS		56,596	0
REVENUE			
External Revenue			
Internal Recoveries		30,000	0
Corporate Overhead Recovery		26,596	0
TOTAL REVENUE		56,596	0
NET COST MAIL		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	FINANCIAL REPORTING

OUTPUT : ANNUAL REPORT

Description

- Prepare and publish on a timely basis, audited financial statements for the Council and LATEs, in an accurate and well presented format which meet the external reporting requirements of the Local Government Act, the appropriate standards of the Institute of Chartered Accountants and the perceived needs of the public and other interested parties.
- Maintain accounting records for all Christchurch City Council Local Authority Trading Enterprises, including Christchurch City Holdings Limited.

Objectives for 2002/03

1. To prepare and publish on a timely basis, audited financial statements in an accurate and well presented format which meet the external reporting requirements of the Local Government Act, the appropriate standards of the Institute of Chartered Accountants and the perceived needs of the public and other interested parties.
2. Complete financial statistics and other financial related data.

Performance Indicators

- 1.1 Prepare for audit before 30 September 2002, financial statements for the 2001/02 year for Christchurch City Holdings Limited and other Christchurch City Council LATEs. (1996/97 - Achieved; 1997/98 – Achieved; 1998/99 – Achieved; 1999/00 – Achieved; 2000/01 – Achieved.)
- 1.2 Prepare for adoption before 30 November 2002, audited financial statements of the Christchurch City Council for the year ended 30 June 2002. (1996/97 - Achieved; 1997/98 - Achieved. 1998/99 – Achieved; 1999/00 – Achieved; 2000/01 – Achieved.)
- 1.3 Complete financial statistics and other financially related data by due dates. (1996/97 - Achieved; 1997/98 - Achieved. 1998/99 - Achieved; 1999/00 – Achieved; 2000/01 – Achieved.)
2. Complete financial statistics (for Statistics New Zealand) by due dates. (2000/01: Achieved)

5.1.21

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	FINANCIAL REPORTING

OUTPUT : ANNUAL REPORT		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
Valuation Fees - Fixed Assets		42,105	0
Valuation Fees - Infrastructural Assets		0	45,000
Publication of Annual Report		14,420	20,000
Audit Fees		163,450	163,450
TOTAL DIRECT COSTS		219,975	228,450
ALLOCATED COSTS			
Allocated Holding Account	(3.80)% 4.01%	134,445	152,002
Allocated Overhead Financial Systems		25,190	27,654
TOTAL ALLOCATED COSTS		159,635	179,656
TOTAL COSTS		379,610	408,106
REVENUE			
External Revenue		51,500	48,000
Internal Recoveries		328,110	360,106
Corporate Overhead Recovery		0	0
TOTAL REVENUE		379,610	408,106
NET COST ANNUAL REPORT		0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	SYSTEMS SUPPORT

OUTPUT : FINANCIAL SYSTEMS SUPPORT

Description

- Maintain the integrity of the financial database so that it can be relied upon by users.
- Co-ordinate the operation of existing financial computer applications by ensuring that data is processed, and reports are produced, in a timely and accurate fashion to meet the reasonable demands of users.
- Carry out a continuous efficiency review of data processing procedures.
- Develop and monitor control procedures to ensure reconciliation of ledgers, validity of input, accuracy of reports and reconciliation of integrated applications.

Objective for 2002/03

1. Maintain a reconciled financial database.

Performance Indicator

1. Reconciliation of the database every working day. (1996/97 - Achieved; 1997/98 - Achieved. 1998/99 – Achieved; 1999/00 – Achieved; 2000/01 – Achieved.)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	SYSTEMS SUPPORT

OUTPUT : FINANCIAL SYSTEMS SUPPORT		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
Administration Costs		0	0
Contract Software Support		30,000	30,000
Software Licences & MIS Charges		0	0
TOTAL DIRECT COSTS		30,000	30,000
ALLOCATED COSTS			
Allocated Holding Account	(5.93)%	6.13%	
Alloc O/Head - FAMIS		209,845	232,008
TOTAL ALLOCATED COSTS		473,801	523,080
TOTAL COSTS		503,801	553,080
REVENUE			
Internal Recoveries		0	0
Internal Overhead Recoveries		503,801	553,080
TOTAL REVENUE		503,801	553,080
NET COST FINANCIAL SYSTEMS SUPPORT		0	0
Cost of Capital Employed		0	0

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	CAPITAL OUTPUTS

CAPITAL OUTPUTS	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
REPLACEMENT & RENEWALS		
Office Furniture & Equipment	14,000	17,000
Software	0	0
Office Furniture & Equipment	0	0
	-----	-----
	14,000	17,000
ASSET IMPROVEMENTS		
Software - Long Term Financial Model	0	0
	-----	-----
NET COST CAPITAL OUTPUTS	14,000	17,000
	=====	=====

5.1.24

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	CAPITAL OUTPUTS

		2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
RENEWALS & REPLACEMENTS						
Office Furniture & Equipment		17,000	26,000	28,000	31,000	26,000
TOTAL RENEWAL & REPLACEMENTS		<u>17,000</u>	<u>26,000</u>	<u>28,000</u>	<u>31,000</u>	<u>26,000</u>
 ASSET IMPROVEMENTS						
TOTAL ASSET IMPROVEMENTS		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
 TOTAL		<u>17,000</u>	<u>26,000</u>	<u>28,000</u>	<u>31,000</u>	<u>26,000</u>
 Annual Plan 2001/2002	\$14,000	\$16,259	\$25,480	\$27,530	\$29,611	\$25,970
		YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
RENEWALS & REPLACEMENTS		28,000	28,000	28,000	28,000	28,000
		<u>28,000</u>	<u>28,000</u>	<u>28,000</u>	<u>28,000</u>	<u>28,000</u>
 Annual Plan 2001/2002		\$27,010	\$27,010	\$28,000	\$28,000	

5.1.25

MONITORING COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		FINANCIAL SERVICES				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2001/2002 Present Charge	2001/2002 Revenue from Present Charge	2002/2003 Proposed Charge	2002/2003 Projected Revenue From Proposed Charge	2002/2003 Projected Revenue as a percentage of Total Cost	Notes
Valuation Roll Charge	\$6 per Printed Assesment	\$1,000	\$6 per Printed Assesment	\$200	FCR	1
Investigation & Research Fee for Rates Information	\$50.00 per hour		\$50.00 per hour			
Investigation & Research Fee for Accounts Receivable Information	\$50.00 per hour		\$50.00 per hour			
Canterbury Regional Council Commission on Rates	2 % of rates	\$455,000	2 % of rates	\$455,000	FCR	2
Commission on Insurance Deductions	2.50%	\$1,000	2.50%	\$1,000		
Payroll Service Charge (Other than Council Staff)	\$2 per person per week	\$1,500	\$2 per person per week	\$1,500		
Accounting Services provided to CCC LATES		\$51,500		\$48,000		
Sale of Stock		\$23,000		\$23,000		
TOTAL		\$533,000		\$528,700		
(1) Prepared on a marginal cost basis. (2) FCR = Full Cost Recovery						

6.2.0

*CORPORATE
SERVICES*

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objectives

- (a) To provide a range of effective internal services supporting the core business of other Council business Units. These are outlined in more detail under the Internal Support Services Output.
- (b) To provide policy advice and administrative support to the Council's Energy Efficiency Show Home and the Energy Advisory Service.

Key Changes

Committed Costs (Operating)

- **Plant Hire Services**
A reduction in operating costs (\$160,000) and in the size of the fleet (39 vehicles) is being passed on to Units through reduced vehicle hire rates for 2002/2003.
- **Document Management**
An increase of \$194,000 has been funded by substituting for other expenditure within Corporate Services. The increase is to allow the review of, and commencement of improvements to, existing paper based business processes throughout the Council so that more effective, efficient, responsive, timely and sustainable information flows can be put in place.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	OUTPUT SUMMARY

OUTPUT EXPENDITURE		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
INTERNAL SUPPORT SERVICES			
Internal Support Services	Page 6.2.2	6,636,034	6,880,745
Document Management	Page 6.2.5	850,055	1,044,149
Plant Hire Services	Page 6.2.6	2,376,387	2,216,673
ENERGY PROGRAMMES			
Clean Air and Energy Efficiency Programmes	Page 6.2.7	814,498	22,000
Energy Advisory Service	Page 6.2.8	46,411	54,499
TOTAL EXPENDITURE		<u>10,723,385</u>	<u>10,218,066</u>
OUTPUT REVENUE & RECOVERIES			
INTERNAL SUPPORT SERVICES			
Internal Support Services	Page 6.2.2	6,636,034	6,880,745
Document Management	Page 6.2.5	730,055	919,149
Plant Hire Services	Page 6.2.6	2,933,387	2,429,349
ENERGY PROGRAMMES			
Clean Air Project & Energy Efficiency	Page 6.2.7	0	0
Energy Advisory Service	Page 6.2.8	0	0
TOTAL REVENUE & RECOVERIES		<u>10,299,476</u>	<u>10,229,243</u>
TOTAL NET COST		<u>423,908</u>	<u>(11,177)</u>
COST OF CAPITAL EMPLOYED		302,308	227,189
PLANT PURCHASES (NET)	Page 6.2.9	1,060,714	1,148,864
MISCELLANEOUS FIXED ASSETS	Page 6.2.10	14,000	19,500

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : INTERNAL SUPPORT SERVICES

Description

This output includes a wide range of internal support services supporting the core business of other council business units. In some cases these services are also made available to other local authorities and CCHL subsidiary companies for which a fee is recovered.

Services include purchasing policy and systems support, contracts and purchasing support, management of inventory, storage of customer goods, disposal of non-property assets, provision of information and document strategies and services, copier, printer and imaging provision and management, management of security contracts, servicing of tea nooks, Committee and meeting room management, catering, building evacuation planning, energy management and co-ordination of Civic Offices accommodation matters.

Objective for 2002/03

1. Conduct surveys to monitor and provide feedback on the standards of services being provided to council units.
2. Report on the major contracts entered into by the Purchasing section during 2002/2003.
3. Implement initiatives and cost saving measures of the Council's Energy Management programme for 2002/2003.

Performance Indicators

- 1.1 Report annually on the outcomes of customer surveys and the development of user groups.
- 2.1 Report to the Annual Monitoring Meeting of Strategy and Resources Committee on the major contacts entered into during the year by the Purchasing section.
- 3.1 Report to the Annual Monitoring Meeting of Strategy and Resources Committee on the main energy management initiatives carried out during the year.

6.2.2

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : INTERNAL SUPPORT SERVICES	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
COSTS		
- Corporate Support	5,438	79,896
- Tenants Representative	19,382	13,320
- Purchasing policy and Strategy	24,498	47,105
- Contracts and purchasing Support	295,147	306,404
- Purchasing Systems Support	554,860	514,617
- Stock Management	3,108,740	2,906,588
- Storage	47,833	20,740
- Disposals	64,581	70,120
- Pc Installation & Disposals	50,983	80,920
- Copying And Printing Services	1,133,990	1,172,846
- Cleaning Services	291,572	309,226
- Fundraising Coordination	9,983	11,689
- Car Pool Management	39,846	352,944
- Security	14,762	39,589
- Secretarial Services	277,371	223,317
- Tea Nook Services	107,966	146,136
- Meeting Room And Catering	433,180	420,388
- Building Evacuation Services	42,138	46,770
- Corporate Energy Management	45,480	49,467
- Energy Advice	68,284	68,664

TOTAL COSTS	6,636,034	6,880,745

6.2.3

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : INTERNAL SUPPORT SERVICES	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
REVENUE		
- Corporate Support	0	0
- Tenants Representative	19,382	13,320
- Purchasing policy and Strategy	0	0
- Contracts and purchasing Support	155,240	142,800
- Purchasing Systems Support	1,500	0
- Stock Management	3,108,740	2,906,588
- Storage	47,833	20,740
- Disposals	2,090	1,000
- Pc Installation & Disposals	50,983	80,920
- Copying And Printing Services	1,133,990	1,172,846
- Cleaning Services	291,572	309,226
- Fundraising Coordination	0	0
- Car Pool Management	39,846	352,944
- Security	0	0
- Secretarial Services	277,371	223,317
- Tea Nook Services	107,966	146,136
- Meeting Room And Catering	428,180	414,138
- Building Evacuation Services	42,138	46,770
- Corporate Energy Management	45,480	49,467
- Energy Advice	68,284	68,664

TOTAL REVENUE	5,820,595	5,948,876

6.2.4

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : INTERNAL SUPPORT SERVICES	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
CORPORATE OVERHEAD RECOVERY		
Corporate Support	5,438	79,896
Purchasing Policy & Strategy	24,498	47,105
Contracts & Purchasing Support	139,907	163,604
Purchasing Systems Support	553,360	514,617
Disposals	62,491	69,120
Fundraising Coordination	9,983	11,689
Security	14,762	39,589
Meeting Room And Catering - Data Show Projectors In Meeting Rooms	5,000	6,250
Building Evacuation Services	0	0
Corporate Energy Management	0	0
Energy Advice	0	0
	-----	-----
TOTAL CORPORATE OVERHEAD RECOVERY	815,439	931,870
	-----	-----
NET COST INTERNAL SUPPORT SERVICES	0	(0)
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : DOCUMENT MANAGEMENT

Description

The management of the Council's paper and electronic documents through the use of new technology.

Objective for 2002/03

1. Meet the annual targets set out in the 'Managing Documents Better' Report.

Performance Indicators

- 1.1 Review the annual targets outlined in the 'Managing Documents Better' guiding document.
- 1.2 Report on the major initiatives resulting from the annual review of the 'Managing Documents Better' "guiding" document.

6.2.5

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : DOCUMENT MANAGEMENT		2001/2002	2002/2003
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
Operating Costs		252,200	596,114
TOTAL DIRECT COSTS		252,200	596,114
ALLOCATED COSTS			
Allocated O/Head - Rent		24,212	25,000
Management Suspense Holding A/C	(22.70)% 22.94%	538,447	423,035
Depreciation		35,196	0
TOTAL COST		850,055	1,044,149
REVENUE			
Internal Recoveries		325,800	752,150
Corporate Overhead Recoveries		404,255	166,999
TOTAL REVENUE		730,055	919,149
NET COST DOCUMENT MANAGEMENT		120,000	125,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT: DOCUMENT MANAGEMENT

Description Provision of support services to Council including document management, Civic Offices accommodation, purchasing and inventory.

Benefits Efficient provision of core services

Strategic Objectives F1-7 *CCC Policy*

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)***General Benefits (Section 112F(b))****Nature and Distribution of General Benefits****Direct Benefits (Section 112F(c))***

Direct benefits are services provided to client Units.

Control Negative Effects (Section 112F(d))***Modifications Pursuant to Section 12******Funding of Expenditure Needs Pursuant to Section 122E(1)(c)******General Benefits******Direct Benefits***

Direct benefits shall be funded by clients, including an allowance for return on cost of capital.

Control Negative Effects

Corporate Services

6.2.funding.5

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : DOCUMENT MANAGEMENT

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
0.00% General Benefits	-	-	-	-	-	-	- 0
100.00% Direct Benefits	1,044,149	-	-	-	-	-	1,044,149 TableC
0.00% Negative Effects	-	-	-	-	-	-	- 0
<i>Total Costs</i>	1,044,149	-	-	-	-	-	1,044,149
<i>Modifications</i>							
Transfer User Costs to Rating	(125,000)	90,606	25,066	3,294	6,035	-	0 CapValAll
Non-Rateable	-	4,596	1,272	167	(6,035)	-	- CapValGen
<i>Total Modifications</i>	(125,000)	95,202	26,337	3,461	-	-	0
Total Costs and Modifications	919,149	95,202	26,337	3,461	-	-	1,044,149

Funded By

88.03% User Charges	919,149						919,149
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
11.97% Capital Value Rating	-	95,202	26,337	3,461	-	-	125,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	919,149	95,202	26,337	3,461	-	-	1,044,149

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
ACTIVITY:	INTERNAL SUPPORT SERVICES

OUTPUT : PLANT HIRE SERVICES**Description**

The provision of a vehicle fleet and some plant items together with operating a Civic Offices car pool.

Objective for 2002/03

1. Operating the vehicle fleet in a sustainable and efficient manner.

Performance Indicator

1. Review the Sustainable Vehicle Report and update Elected Members on the viability of sustainable and pollution free vehicles.

6.2.6

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
OUTPUT : PLANT HIRE SERVICES			
DIRECT COSTS			
Operating Costs		1,420,759	1,266,673
TOTAL DIRECT COSTS		1,420,759	1,266,673
ALLOCATED COSTS			
Unit Overhead	(0.00)% 0.00%	113,809	0
Debt Servicing		6,043	0
Depreciation		835,776	950,000
TOTAL ALLOCATED COSTS		955,628	950,000
TOTAL COSTS		2,376,387	2,216,673
REVENUE			
External Revenue		700	0
Internal Hire & Sundry Recoveries		2,932,687	2,429,349
		2,933,387	2,429,349
NET COST - PLANT HIRE SERVICES		(557,000)	(212,676)
Cost of Capital		283,937	223,034

6.2.funding.text.6

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT: PLANT HIRE SERVICES

Description Provision of mobile plant, generally the white car fleet, and fleet management for Council plant which is then 'hired' to the user Units.

Benefits Council owned plant is managed to best advantage to both minimise the capital cost whilst meeting the client needs particularly availability.

Strategic Objectives F1 to 7 *CCC Policy*

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

Nature and Distribution of General Benefits

Direct Benefits (Section 112F(c))

The user clients are the direct beneficiaries

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

Direct Benefits

Costs shall be recovered from user charges, including provision for a return on capital.

Control Negative Effects

6.2.funding.6

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : PLANT HIRE SERVICES

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
0.00% General Benefits	-	-	-	-	-	-	- 0
100.00% Direct Benefits	2,216,673	-	-	-	-	-	2,216,673 TableC
0.00% Negative Effects	-	-	-	-	-	-	- 0
<i>Total Costs</i>	2,216,673	-	-	-	-	-	2,216,673
<i>Modifications</i>							
Transfer User Costs to Rating	212,676	(154,157)	(42,647)	(5,604)	(10,268)	-	- CapValAll
Non-Rateable	-	(7,820)	(2,163)	(284)	10,268	-	- CapValGen
<i>Total Modifications</i>	212,676	(161,977)	(44,810)	(5,888)	-	-	-
Total Costs and Modifications	2,429,349	(161,977)	(44,810)	(5,888)	-	-	2,216,673
Funded By							
109.59% User Charges	2,429,349	-	-	-	-	-	2,429,349
0.00% Grants and Subsidies	-	-	-	-	-	-	- 0
0.00% Net Corporate Revenues	-	-	-	-	-	-	- 0
-9.59% Capital Value Rating	-	(161,977)	(44,810)	(5,888)	-	-	(212,676)
0.00% Uniform Annual Charge	-	-	-	-	-	-	-
Total Funded By	2,429,349	(161,977)	(44,810)	(5,888)	-	-	2,216,673

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

OUTPUTS:

- **CLEAN AIR & ENERGY EFFICIENCY PROGRAMMES**
- **ENERGY ADVISORY SERVICE**

Description

- **Energy Advisory Service** - The provision of independent energy advice services to householders and the operating of an energy efficiency show home.

Objectives for 2002/03

1. To contribute to the reduction of the winter smog problem in Christchurch by maintaining an energy efficiency show home and providing energy advice services to the people of Christchurch.

Performance Indicators

- 1.1 Report to Strategy and Resources Committee on the operation of the show home and energy advisory service.

6.2.7

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

	2001/2002	2002/2003
	BUDGET	BUDGET
	\$	\$
OUTPUT : CLEAN AIR AND ENERGY EFFICIENCY PROGRAMME		
DIRECT COSTS		
Energy Efficiency Grants	50,000	0
Clean Air Grants	697,950	0
Wind Energy	12,000	22,000
	-----	-----
TOTAL DIRECT COSTS	759,950	22,000
ALLOCATED COSTS		
Management Suspense Holding A/C (2.30)% 0.00%	54,548	0
Alloc O/Head - Output Corporate Overheads Cost Centre	0	0
	-----	-----
TOTAL COST	814,498	22,000
EXTERNAL RECOVERIES		
EECA Revenue	0	0
	-----	-----
NET COST CLEAN AIR AND ENERGY EFFICIENCY PROGRAMM	814,498	22,000
	=====	=====

6.2.funding.text.7

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

OUTPUT: CLEAN AIR AND ENERGY EFFICIENCY PROGRAMMES

Description The administration of grants to householders who replace open fires and coal burners with approved cleaner forms of heating and who have insulation installed by suppliers registered with the program.

Benefits Reduction in wintertime air pollution in Christchurch.

Strategic Objectives A3, C1 - C4 **CCC Policy** City Plan - Part 3 Energy - Public awareness, energy efficiency

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

Corporate Services

6.2.funding.7

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

OUTPUT : CLEAN AIR AND ENERGY EFFICIENCY PROGRAMMES

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	15,947	4,412	580	1,062		22,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	15,947	4,412	580	1,062	-	22,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	809	224	29	(1,062)		- CapValGen
<i>Total Modifications</i>	-	809	224	29	(1,062)	-	-
Total Costs and Modifications	-	16,756	4,635	609	-	-	22,000
Funded By							
0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	16,756	4,635	609	-	-	22,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	16,756	4,635	609	-	-	22,000

6.2.text.8

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

OUTPUT : ENERGY ADVISORY SERVICE

For text refer page 6.2.text.7.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
OUTPUT : ENERGY ADVISORY SERVICE		
DIRECT COSTS		
Staff Costs		
Employee FTE'S		
Administration Costs		
Energy Advice Service	0	0

TOTAL DIRECT COSTS	0	0
ALLOCATED COSTS		
Allocated O/Head - Rent	14,400	14,400
Management Suspense Holding A/C (1.35)% 2.11%	32,011	38,890
Alloc O/Head - Output Corporate Overheads Cost Centre	0	1,209

TOTAL COST	46,411	54,499
EXTERNAL RECOVERIES		

NET COST ENERGY ADVISORY SERVICE	46,411	54,499
	=====	

6.2.funding.text.8

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

OUTPUT: ENERGY ADVISORY SERVICE

Description The provision of independent energy advice services to householders and the operation of an energy efficient show home.

Benefits Reduction in wintertime air pollution in Christchurch.

Strategic Objectives A3, C1 - C4 *CCC Policy* City Plan - Part 3 Energy - Public awareness, energy efficiency

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

Corporate Services

6.2.funding.8

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

OUTPUT : ENERGY ADVISORY SERVICE

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	39,503	10,929	1,436	2,631		54,499 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
Total Costs	-	39,503	10,929	1,436	2,631	-	54,499
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	2,004	554	73	(2,631)		- CapValGen
Total Modifications	-	2,004	554	73	(2,631)	-	-
Total Costs and Modifications	-	41,507	11,483	1,509	-	-	54,499

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	41,507	11,483	1,509	-	-	54,499
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	41,507	11,483	1,509	-	-	54,499

6.2.9

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
ACTIVITY:	CAPITAL OUTPUTS

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
PLANT FIXED ASSETS		
REPLACEMENT & RENEWALS		
Light Vehicles	952,366	1,110,628
Trucks & Trailers	37,000	116,000
Small Plant	33,090	65,600
Medium Plant	85,280	30,900
Heavy Plant	153,000	35,000
Specialist Plant	70,000	70,000
	-----	-----
	1,330,736	1,428,128
ASSET IMPROVEMENTS		
	-----	-----
	0	0
NEW ASSETS		
	-----	-----
	0	0
TOTAL COST - PLANT PURCHASES	-----	-----
	1,330,736	1,428,128
PLANT SALES	-----	-----
	270,022	279,264
NET COST PLANT FIXED ASSETS	-----	-----
	1,060,714	1,148,864
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
ACTIVITY:	CAPITAL OUTPUTS

	2001/2002	2002/2003
	BUDGET	BUDGET
	\$	\$
MISCELLANEOUS FIXED ASSETS		
REPLACEMENT & RENEWALS		
Office Equipment	14,000	19,500
Miscellaneous W/shop equipment - Tools	0	0
	-----	-----
	14,000	19,500
ASSET IMPROVEMENTS		
Bar Coding Equipment	0	0
Tea Nook Upgrades	0	0
	-----	-----
	0	0
NEW ASSETS		
Computer Equipment	0	0
	-----	-----
	0	0
NET COST CAPITAL OUTPUTS	-----	-----
	14,000	19,500
	=====	=====

6.2.11

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	CAPITAL OUTPUTS

	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007		
RENEWALS & REPLACEMENTS							
Light Vehicles	1,110,628	910,477	825,380	1,032,035	953,958		
Trucks & Trailers	116,000	33,000	139,000	41,000	37,000		
Small Plant	65,600	47,090	50,800	37,290	46,000		
Medium Plant	30,900	18,400	128,900	6,780	41,400		
Heavy Plant	35,000	68,000	120,000	68,000	155,000		
Specialist Plant	70,000	70,000	70,000	70,000	65,000		
	<u>1,428,128</u>	<u>1,146,967</u>	<u>1,334,080</u>	<u>1,255,105</u>	<u>1,298,358</u>		
Miscellaneous Workshop Equipment	0	0	0	0			
Office Furniture & Equipment	19,500	30,000	34,500	34,500	34,500		
TOTAL RENEWALS & REPLACEMENTS	<u>\$1,447,628</u>	<u>\$1,176,967</u>	<u>\$1,368,580</u>	<u>\$1,289,605</u>	<u>\$1,332,858</u>		
ASSET IMPROVEMENTS							
Equipment		0	0	0	0		
TOTAL ASSET IMPROVEMENTS	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>		
NEW ASSETS							
TOTAL NEW ASSET	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>		
TOTAL CAPITAL EXPENDITURE	<u>\$1,447,628</u>	<u>\$1,176,967</u>	<u>\$1,368,580</u>	<u>\$1,289,605</u>	<u>\$1,332,858</u>		
SALE OF ASSETS	<u>(\$279,264)</u>	<u>(\$226,430)</u>	<u>(\$238,944)</u>	<u>(\$258,704)</u>	<u>(\$260,206)</u>		
TOTAL CAPITAL EXPENDITURE	<u>\$1,168,364</u>	<u>\$950,536</u>	<u>\$1,129,636</u>	<u>\$1,030,901</u>	<u>\$1,072,652</u>		
Annual Plan 2001/2002		\$1,074,714	\$1,131,961	\$943,284	\$1,109,722	\$1,014,091	\$1,051,518

6.2.12

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	CAPITAL OUTPUTS

	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
RENEWALS & REPLACEMENTS	34,500	34,500	34,500	34,500	34,500
Renewals & Replacements - Plant Hire	1,232,723	1,413,642	1,283,768	1,495,202	1,326,413
ASSET IMPROVEMENTS	0	0	0	0	0
	<u>\$1,267,223</u>	<u>\$1,448,142</u>	<u>\$1,318,268</u>	<u>\$1,529,702</u>	<u>\$1,360,913</u>
Sale of Plant	(\$229,048)	(\$291,480)	(\$252,864)	(\$271,774)	(\$257,875)
	<u>\$1,038,175</u>	<u>\$1,156,662</u>	<u>\$1,065,404</u>	<u>\$1,257,927</u>	<u>\$1,103,038</u>
Annual Plan 2001/2002	1,021,208	1,137,145	1,047,851	1,236,230	

RESPONSIBLE COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		CORPORATE SERVICES				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2001/2002 Present Charge	2001/2002 Revenue from Present Charge	2002/2003 Proposed Charge	2002/2003 Projected Revenue From Proposed Charge	2002/2003 Projected Revenue as a percentage of Total Cost	Notes
Storage Rental						
Storage Rental per m2	\$0.25	\$0	\$0.25	\$1,000		
Stock Management Recoveries		\$721,000		\$575,000		
Document Management		\$4,000		\$4,000		
Tender Documents (excluding postage/courier costs)						
Up to 50 A4 Sides	\$10.00		\$10.00			
50 to 100 A4 Sides	\$20.00	\$4,600	\$20.00	\$4,500		
Over 100 A4 Sides	\$30.00		\$30.00			
Other Documents for Sale of Goods	None		None			
Brokerage Fees & Rebates	Various	\$241,564		\$258,231		
EECA Grant		\$0		\$0		
Plant Hire Services						
Warranty/Repairs	Full Cost Recovery					
Misc receipts	Full Cost	\$300				
Petrol Duty Refund	Recovery	\$400				
Other Income	% of costs incurred	\$0				
TOTAL		\$971,864		\$842,731		

7.4.0

*MANAGEMENT
INFORMATION SERVICES*

7.4.i

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objectives

To be the preferred supplier of Information Services which meet the needs of management and elected members to make well informed decisions, and to properly manage the City's assets and the provision of services to the people of Christchurch.

Key Changes

Overall we are budgeting for a **decrease of 6%** (\$350,000) in our operating costs, however we require \$200,000 extra capital.

The operating decrease is primarily due to a \$413,000 reduction in telecommunications (Data, Voice and Internet) network costs resulting from the new TelstraSaturn networks.

Committed Costs (Operating)

- Increased Depreciation from the capital programme \$133,000

Increased Costs due to Increased Demand

- New network links \$33,000

Fee Changes

- The Specialised Support charge has reduced from \$2,450 to \$1,947.

Efficiency Gains

- As mentioned above, there is a decrease in telecommunications (Data, Voice and Internet) network costs resulting from the new TelstraSaturn networks. (\$413,000)

Substitution Source:	This part of the saving is being requested to contribute towards the 2 capital initiatives shown below	\$350,000
-----------------------------	--------------------------------------------------------------------------------------------------------	------------------

- Reduction in Microsoft software licensing fees, due to a new agreement. (\$180,000)

7.4.ii

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

New Capital Initiatives and Matching Substitutions

Project	2002/03	2003/04
<p>New Capital Initiative</p> <ul style="list-style-type: none"> All Council Units, incl. MIS, have over the last 18 months prepared Business Continuity Plans. These detail the requirements to ensure Council services can be continued as effectively as possible in the event of disruptive incidents. A major dependency for most Units is Council's information systems located at the Tuam Street offices. This provision is for the installation of backup equipment at Fendalton Service Centre. This is a contribution to the \$250,000 cost of doing that, phased over 2 years. Through new software licensing arrangements for one of Council's core business systems, access has been gained to new capabilities within the "SAP" suite. These are known as "Business Warehouse", (BW), and "Workplace Portal ", (WP). BW is a key component in streamlining the budget preparation process and better financial and management reporting. WP enables desktop computers to be set up in such a way as to save user time and achieve a level of integrated access to related information, (currently held in different systems such as databases, document stores, e-mails and web pages), to a degree not previously possible. This will be particularly beneficial for Customer Service representatives. In the current year these capabilities are being piloted on a limited scale following review of the proposal by the Corporate Team. This provision is for the cost of "server" computers to enable them to be made available to the whole organisation. 	\$100,000	\$150,000
	\$100,000	
TOTAL	\$200,000	\$150,000
<p>Possible Matching Substitution</p> <ul style="list-style-type: none"> Funding for this is being requested from the operational efficiency savings identified above already factored into the budget. 	(\$200,000)	(\$150,000)

Restructuring of Budgets

- The Software Development and Business Consulting Cost Centres have been combined into a Business Development Cost Centre.

7.4.1

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	OUTPUT SUMMARY

OUTPUT CLASS EXPENDITURE		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
BUSINESS SUPPORT			
DESKTOP SERVICES			
Desktop Support	Page 7.4.4	1,195,374	1,192,355
Software Licensing	Page 7.4.4	550,000	370,000
NETWORK SERVICES			
Network Connection	Page 7.4.6	1,231,550	1,056,531
File/Print/E-Mail Services	Page 7.4.7	763,841	882,005
Internet	Page 7.4.8	164,560	121,000
BUSINESS SYSTEMS			
Core Business Solutions	Page 7.4.9	688,425	766,579
Other Business Systems	Page 7.4.10	181,867	210,001
TELECOMMUNICATIONS	Page 7.4.11	511,578	413,598
BUSINESS DEVELOPMENT			
BUSINESS DEVELOPMENT			
Business Consulting	Page 7.4.12		215,900
Software Development	Page 7.4.13		190,000
BUSINESS CONSULTING		228,370	
SOFTWARE DEVELOPMENT			
Systems Analysis & Design	Page 7.4.13	113,496	0
Computer Programming	Page 7.4.14	124,306	0
TOTAL EXPENDITURE		----- 5,753,368	----- 5,417,969

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	OUTPUT SUMMARY

OUTPUT CLASS REVENUE & RECOVERIES		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
BUSINESS SUPPORT			
DESKTOP SERVICES			
Desktop Support	Page 7.4.4	1,195,374	1,192,355
Software Licensing	Page 7.4.4	550,000	370,000
NETWORK SERVICES			
Network Connection	Page 7.4.6	1,231,550	1,056,531
File/Print/E-Mail Services	Page 7.4.7	763,841	882,005
Internet	Page 7.4.8	164,560	121,000
BUSINESS SYSTEMS			
Core Business Solutions	Page 7.4.9	688,425	766,579
Other Business Systems	Page 7.4.10	181,867	210,001
TELECOMMUNICATIONS	Page 7.4.11	511,578	413,598

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	OUTPUT SUMMARY

OUTPUT CLASS REVENUE & RECOVERIES		2001/2002 BUDGET	2002/2003 BUDGET
		\$	\$
BUSINESS DEVELOPMENT			
Business Consulting	Page 7.4.12		215,900
Software Development	Page 7.4.13		190,000
BUSINESS CONSULTING		228,370	
SOFTWARE DEVELOPMENT			
Systems Analysis & Design	Page 7.4.13	113,496	0
Computer Programming	Page 7.4.14	124,306	0
TOTAL REVENUE & RECOVERIES		5,753,368	5,417,969
NET COST OF OUTPUTS			
		0	0
COST OF CAPITAL EMPLOYED			
		121,623	103,199
CAPITAL OUTPUTS	Page 7.4.15	1,274,800	900,000

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS SUPPORT

OUTPUT : DESKTOP SERVICES

DESKTOP SUPPORT

Support of desktop computers including software support, installation and upgrades; purchasing and installation; desktop administration; hardware fault diagnosis.

Desktop computers are categorised into one of two types for the purposes of charging and service provision:

Standard Support applies to desktop machines conforming to corporate standards. Typically, these machines are less than three years old, purchased and configured by the Council's approved supplier, and running the currently approved versions of core Council software used on every machine.

Specialised Support applies to the small number of machines, which are used for highly specialised work, and/or experimental software, where the user wishes to have full discretion over the software and hardware installed on the machine. This also applies to PC's or Notebooks which are over 4 years old or are not of a standard configuration.

SOFTWARE LICENSING

Minimise Council expenditure on software through volume licensing of commonly-used software where feasible.

Objectives for 2002/03

1. To provide support services to levels defined in the Service Level Agreement.
2. To deliver desktop computing services to the satisfaction of customers.
3. To each year reduce, or maintain, the cost of ownership per user, compared to previous years.
4. To be timely in answering telephone calls.
5. To commence deploying Microsoft Office XP on all new PCs.

7.4.4

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS SUPPORT

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : DESKTOP SERVICES		
Suboutput : Desktop Support		
DIRECT COSTS		
Hardware/Training/Cabling	23,000	0
TOTAL DIRECT COSTS	----- 23,000	----- 0
ALLOCATED COSTS		
Transferred from Customer Services Systems Cost Ce (0.00)% 0.00%	0	0
Transferred from Customer Services Support Cost Ce (0.00)% 0.00%	1,166,584	1,186,769
Depreciation	5,790	5,586
TOTAL ALLOCATED COSTS	----- 1,172,374	----- 1,192,355
TOTAL COST	----- 1,195,374	----- 1,192,355
REVENUE		
Internal Recoveries	1,195,374	1,192,355
TOTAL REVENUE	----- 1,195,374	----- 1,192,355
TOTAL NET COST - DESKTOP SERVICES	----- 0	----- 0
COST OF CAPITAL EMPLOYED	=====	=====
	658	1,432

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS SUPPORT

OUTPUT : DESKTOP SERVICES (CONTD)

Performance Indicators

1.1 To provide support services to the levels below, as defined in the Service Level Agreement.

Problem type	Time to respond	Time to resolve
Critical ¹	Within half an hour for 90% of calls	Within four hours for 90% of calls
Urgent ¹	Within two hours for 90% of calls	Within one day for 80% of calls
Routine	Within one day for 80% of calls	Within three days for 80% of calls
Long-term	Within one week for 80% of calls	Within 90 days for 80% of calls

2.1 In the annual Customer Survey, achieve customer satisfaction levels of 90% with desktop computing services.

<i>Past performance:</i>	<i>1996/97</i>	<i>1997/98</i>	<i>1998/99</i>	<i>1999/00</i>	<i>2000/01</i>
	<i>76%</i>	<i>86%</i>	<i>94%</i>	<i>97%</i>	<i>97%</i>

2.2 In the ongoing customer feedback survey, achieve an excellent rating for 60% of respondents.

3.1 To achieve an overall desktop support cost of not more than \$1,700 per user.

<i>Past performance:</i>	<i>1992/93</i>	<i>1993/94</i>	<i>1994/95</i>	<i>1995/96</i>	<i>1996/97</i>	<i>1997/98</i>	<i>1998/99</i>	<i>1999/00</i>	<i>2000/01</i>
	<i>\$4,300</i>	<i>\$4,300</i>	<i>\$3,500</i>	<i>\$2,900</i>	<i>\$2,900</i>	<i>\$2,700</i>	<i>\$2,600</i>	<i>\$2,270</i>	<i>\$1,800</i>

4.1 To achieve a target telephone call abandonment rate of 10%

4.2 To ensure that 80% of all calls are answered within 25 seconds.

5.1 Commence deploying Microsoft Office XP on all new PCs by December 2002.

¹ Applies to 'standard' support, but not to 'specialised' support.

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS SUPPORT

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : DESKTOP SERVICES		
Suboutput : Software Licensing		
DIRECT COSTS		
Microsoft Select Agreement	550,000	370,000
TOTAL COST	----- 550,000	----- 370,000
REVENUE		
Internal Recoveries	550,000	370,000
TOTAL REVENUE	----- 550,000	----- 370,000
TOTAL NET COST - SOFTWARE LICENSING	----- 0	----- 0
COST OF CAPITAL EMPLOYED	=====	=====
	0	

7.4.text.6.i

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS SUPPORT

OUTPUT : NETWORK SERVICES

For text see page 7.4.text.6.ii and 7.4.text.6.iii.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS SUPPORT

OUTPUT : NETWORK SERVICES (CONTD)

NETWORK CONNECTIONS

Network connection services provide the basic level of connection to the Council computer network for desktop computers and other devices. It includes the costs of developing, managing, and operating the Council's local area network (inside the Civic Offices) and wide-area network (connecting Council locations around the city).

Network connections are regarded as acute services during normal working hours. Selected network connections (including those to the Central Library and the Shirley and Papanui Library/Service Centres) are regarded as extended services.

FILE, PRINT, E-MAIL, INTRANET AND INTERNET SERVICES

Basic network-based computing services including file storage, file backup and restore, printing and printer management, electronic mail, use of the Council's Intranet, and access to the Internet.

Services are regarded as acute services during normal working hours for users in the Civic offices and as primary services during normal working hours for all other locations.

Objectives for 2002/03

1. To respond to faults in network services to levels defined in the Service Level Agreement.
2. Accommodate whatever increase in network connections is required.
3. To maintain or reduce the cost of network connection per user.
4. To provide file, e-mail, and print services to the satisfaction of customers.
5. To undergo a feasibility study for the implementation of Microsoft Active Directory Services (ADS)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS SUPPORT

OUTPUT : NETWORK SERVICES (CONTD)

Performance Indicators

1.1 To maintain network services availability to the levels below, as defined in the Service Level Agreement.

Problem type	Time to respond	Time to resolve
Critical	Within half an hour for 90% of calls	Within four hours for 90% of calls
Urgent	Within two hours for 90% of calls	Within one day for 80% of calls
Routine	Within one day for 80% of calls	Within three days for 80% of calls
Long-term	Within one week for 80% of calls	Within 90 days for 80% of calls

2.1 Accommodate whatever increase in network connections is required.

<i>Past performance:</i>	<i>1991/92</i>	<i>1992/93</i>	<i>1993/94</i>	<i>1994/95</i>	<i>1995/96</i>	<i>1996/97</i>	<i>1997/98</i>	<i>1998/99</i>	<i>1999/00</i>	<i>2000/01</i>
<i>Users</i>	<i>379</i>	<i>472</i>	<i>572</i>	<i>681</i>	<i>851</i>	<i>950</i>	<i>1049</i>	<i>1060</i>	<i>1075</i>	<i>1084</i>

3.1 Network connection recoveries for the year to fall below \$950 per user.

4.1 To achieve customer satisfaction of 90% with file, e-mail, and print services.

<i>Past performance:</i>	<i>1996/97</i>	<i>1997/98</i>	<i>1998/99</i>	<i>1999/00</i>	<i>2000/01</i>
	<i>48%</i>	<i>92%</i>	<i>92%</i>	<i>92%</i>	<i>93%</i>

5.1 A documented recommendation for ADS implementation completed by 30 June 2003.

7.4.6

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS SUPPORT

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
OUTPUT : NETWORK SERVICES		
Suboutput : Network Connections		
DIRECT COSTS		
Network & Communications equipment	570,000	332,948
TOTAL DIRECT COSTS	----- 570,000	----- 332,948
ALLOCATED COSTS		
Transfer from Telecommunications	60,000	60,000
Transferred from Customer Services Cost Centre (15.00)% 15.00%	272,800	315,002
Depreciation	328,750	348,581
TOTAL ALLOCATED COSTS	----- 661,550	----- 723,583
TOTAL COST	----- 1,231,550	----- 1,056,531
REVENUE		
Internal Recoveries	1,231,550	1,056,531
TOTAL REVENUE	----- 1,231,550	----- 1,056,531
TOTAL NET COST - NETWORK CONNECTIONS	----- 0	----- 0
COST OF CAPITAL EMPLOYED	=====	=====
	16,723	29,640

7.4.7

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS SUPPORT

		2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : NETWORK SERVICES			
Suboutput : File/Print/E-mail Services			
ALLOCATED COSTS			
Transfer from Customer Services Systems Cost Centr	(42.00)% 42.00%	763,841	882,005
TOTAL ALLOCATED COSTS		----- 763,841	----- 882,005
TOTAL COST		763,841	882,005
REVENUE			
Internal Recoveries		763,841	882,005
TOTAL REVENUE		----- 763,841	----- 882,005
TOTAL NET COST - FILE/PRINT/E-MAIL SERVICES		----- 0	----- 0
COST OF CAPITAL EMPLOYED		=====	=====
		0	

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS SUPPORT

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : NETWORK SERVICES		
Suboutput : Internet Services		
DIRECT COSTS		
Internet Charges	110,000	58,000
TOTAL DIRECT COSTS	----- 110,000	----- 58,000
ALLOCATED COSTS		
Transfer from Customer Services Systems Cost Centr (0.00)% 0.00%	54,560	63,000
TOTAL ALLOCATED COSTS	----- 54,560	----- 63,000
TOTAL COST	----- 164,560	----- 121,000
REVENUE		
Internal Recoveries	164,560	121,000
TOTAL REVENUE	----- 164,560	----- 121,000
TOTAL NET COST - INTERNET SERVICES	----- 0	----- 0
COST OF CAPITAL EMPLOYED	=====	=====
	0	

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS SUPPORT

OUTPUT : BUSINESS SYSTEMS

The provision, management and support of servers and storage arrays for hosting corporate business applications such as SAP, GEMS, TRIM, CLASS, WebMap

Objectives for 2002/03

1. To maintain respond to faults affecting business systems to levels defined in the Service Level Agreement.
2. To provide business systems which satisfy the needs of customers.
3. Implementation & testing of Business Continuance Plans (Phase one).

Performance Indicators

- 1.1 To maintain business system availability to the levels below, as defined in the Service Level Agreement.

Problem type	Time to respond	Time to resolve
Critical	Within half an hour for 90% of calls	Within four hours for 90% of calls
Urgent	Within two hours for 90% of calls	Within one day for 80% of calls
Routine	Within one day for 80% of calls	Within three days for 80% of calls
Long-term	Within one week for 80% of calls	Within 90 days for 80% of calls

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS SUPPORT

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
OUTPUT : BUSINESS SYSTEMS		
Suboutput : FAMIS		
DIRECT COSTS		
Hardware Maintenance	35,000	0
TOTAL DIRECT COSTS	----- 35,000	----- 0
ALLOCATED COSTS		
Transfer from Customer Services Systems Cost Centr (30.00)% 30.00%	545,601	630,003
Transfer from Customer Services Support Cost Centr (6.00)% 6.00%	79,540	80,916
Depreciation	28,285	55,660
TOTAL ALLOCATED COSTS	----- 688,425	----- 766,579
TOTAL COST	----- 688,425	----- 766,579
REVENUE		
Internal Recoveries	688,425	766,579
TOTAL REVENUE	----- 688,425	----- 766,579
TOTAL NET COST - OTHER BUSINESS SYSTEMS	----- 0	----- 0
COST OF CAPITAL EMPLOYED	=====	=====
	894	

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS SUPPORT

OUTPUT : BUSINESS SYSTEMS (CONTD)

2.1 Achieve 70% customer satisfaction with business systems.

Past performance:

<i>1996/97²</i>	<i>1997/98</i>	<i>1998/99</i>	<i>1999/00</i>	<i>2000/01</i>
<i>34%</i>	<i>75%</i>	<i>78%</i>	<i>70%</i>	<i>68%</i>

3.1 Purchase and implementation of BCP hardware for Phase one by June 2003, with fail over testing for GEMS & SAP

² Using the previous 'Systems Management' as an approximation of Business Systems

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS SUPPORT

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : BUSINESS SYSTEMS		
Suboutput : Other Business Systems		
DIRECT COSTS		
TOTAL DIRECT COSTS	----- 0	0
ALLOCATED COSTS		
Transfer from Customer Services Systems Cost Centr (0.00)% 0.00%	181,867	210,001
TOTAL ALLOCATED COSTS	----- 181,867	210,001
TOTAL COST	----- 181,867	210,001
REVENUE		
Internal Recoveries	181,867	210,001
TOTAL REVENUE	----- 181,867	210,001
TOTAL NET COST - OTHER BUSINESS SYSTEMS	----- 0	0
COST OF CAPITAL EMPLOYED	=====	=====
	0	
OUTPUT : BUSINESS SYSTEMS		
Suboutput : Vax Systems		
COST OF CAPITAL EMPLOYED	685	644

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS SUPPORT

OUTPUT : TELECOMMUNICATIONS

- The planning and provision of corporate telecommunications systems (including telephone, radio and data).
- The day-to-day maintenance and ongoing development of the telecommunications systems.

Objectives for 2002/03

1. Plan, deliver, maintain and develop telecommunications systems to the satisfaction of users.
2. Manage communications system costs within budget.
3. Recover all communication system costs from system users.

Performance Indicators

1. To achieve an 90% level of satisfaction with the planning, provision, maintenance and ongoing development of telecommunications systems as measured by a survey of users.

<i>Past performance:</i>	<i>1996/97</i>	<i>1997/98</i>	<i>1998/99</i>	<i>1999/00</i>	<i>2000/01</i>
	<i>31%</i>	<i>82%</i>	<i>92%</i>	<i>90%</i>	<i>90%</i>

2. Expenditure to be no more than Budget.
3. Proportion of costs recovered from users to be 100%.

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS SUPPORT

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : TELECOMMUNICATIONS		
DIRECT COSTS		
Administration Costs	199,400	152,000
Communication Consultant	9,600	0
TOTAL DIRECT COSTS	----- 209,000	----- 152,000
ALLOCATED COSTS		
Transfer from Telecommunications Systems Cost Ce1 (100.00)% 100.00%	165,944	127,906
Depreciation	136,634	133,691
TOTAL ALLOCATED COSTS	----- 302,578	----- 261,598
TOTAL COSTS - COMMUNICATIONS SYSTEMS	----- 511,578	----- 413,598
REVENUE		
External Revenue	0	0
Internal Recoveries	451,578	413,598
Overhead Recoveries	60,000	0
TOTAL REVENUE	----- 511,578	----- 413,598
NET COST - TELECOMMUNICATION SYSTEMS	----- 0	----- 0
COST OF CAPITAL EMPLOYED	=====	=====
	26,278	19,379

7.4.text.12

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS DEVELOPMENT

OUTPUT : BUSINESS DEVELOPMENT

For text see pages 7.4.text.13 and 7.4.text.14.

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS DEVELOPMENT

OUTPUT : BUSINESS DEVELOPMENT**Suboutput : Business Consulting**

2001/2002 BUDGET	2002/2003 BUDGET
\$	\$

DIRECT COSTS

Administration Costs

6,000	0
-------	---

TOTAL DIRECT COSTS

6,000	0
-------	---

ALLOCATED COSTS

Depreciation

1,875	0
-------	---

Transfer From Business Development Cost Centre

220,495	215,900
---------	---------

TOTAL ALLOCATED COSTS

222,370	215,900
---------	---------

TOTAL COSTS - BUSINESS CONSULTING

228,370	215,900
---------	---------

REVENUE

Internal Revenue

20,000	20,000
--------	--------

Corporate Overhead Recovery

208,370	195,900
---------	---------

TOTAL REVENUE

228,370	215,900
---------	---------

NET COST - BUSINESS CONSULTING

0	0
---	---

COST OF CAPITAL EMPLOYED

534	
-----	--

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS DEVELOPMENT

OUTPUT : BUSINESS DEVELOPMENT (CONTD)

- Provide Business Analysis services to identify in close consultation with Customers, the information needs of their business. To analyse those needs, design or specify new systems where appropriate to meet those needs, and to evaluate package and custom software solutions.
- Carry out account management functions to effectively manage the relationships between MIS and its Customers. This includes maintaining an awareness of the Customer's business functions, the Customer's plans, short and long term, and to assist with the development of the information system components of those; to keep the Customer informed of MIS's services and IT developments; to represent the Customer's interests to MIS and pursue issues on the Customer's behalf; to encourage innovative approaches to meeting Customer's business needs.
- Perform Project Leadership and co-ordination functions for significant projects involving various MIS teams as well as other Council Units.
- Develop customised queries into, and reports from, corporate databases and other inhouse systems to meet the needs of Business Units. This is usually as the result of requests directed from the Core Business Solutions team.
- Where necessary, arrange for the contracting of the development, maintenance and support of non-core Unit specific applications. All programming costs are recovered directly from the client Business Units for whom that software is developed.
- The Administration of internally developed corporate Databases, i.e. their creation, the building and maintaining of structures and relationships within them to provide for new application systems, and ongoing monitoring and tuning to ensure optimum performance.

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS DEVELOPMENT

OUTPUT : BUSINESS DEVELOPMENT**Suboutput : Software Development**

2001/2002
BUDGET
\$

2002/2003
BUDGET
\$

ALLOCATED COSTS

Transfer from Business Development Cost Centre

190,000

TOTAL COSTS

0 190,000

REVENUE

Internal Revenue

40,000

Corporate Overhead Recovery

150,000

0 190,000

NET COST SYSTEM SOFTWARE DEVELOPMENT

0 0
=====**Suboutput : Systems Analysis and Design**

ALLOCATED COSTS

Transfer from Software Development Cost Centre (42.00)% 42.00%

113,496 0

TOTAL COSTS

113,496 0

REVENUE

Internal Revenue

20,000 0

Corporate Overhead Recovery

93,496 0

113,496 0

NET COST SYSTEMS ANALYSIS & DESIGN

0 0
=====

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS DEVELOPMENT

OUTPUT : BUSINESS DEVELOPMENT (CONTD)

Objective for 2002/03

1. To provide consultancy services to the satisfaction of client Business Units.
2. To manage projects, which may include application development, so that agreed customer deadlines are met.

Performance Indicator

- 1.1 Achieve an 85% level of satisfaction with Business Development services as measured by a survey of users.

<i>Past performance:</i>	<i>1997/98</i>	<i>1998/99</i>	<i>1999/00</i>	<i>2000/01</i>
	88%	79%	92%	85%

- 2.1 Meet agreed project deadlines 85% of the time.

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS DEVELOPMENT

OUTPUT : BUSINESS DEVELOPMENT**Suboutput : Computer Programming**

2001/2002
BUDGET
\$

2002/2003
BUDGET
\$

ALLOCATED COSTS

Transfer from Software Development Cost Centre (46.00)% 46.00%

124,306 0

124,306 0

REVENUE

Internal Recoveries

70,000 0

Corporate Overhead Recovery

54,306 0

124,306 0

NET COST COMPUTER PROGRAMMING

0 0
=====

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	CAPITAL OUPUTS

	2001/2002 BUDGET	2002/2003 BUDGET
	\$	\$
OUTPUT : RENEWALS & REPLACEMENTS		
CUSTOMER SERVICES		
Network Services		
Servers & Storage	0	65,000
Network Equipment	0	20,000
	-----	-----
Sub - Total Renewals & Replacements	0	85,000
 OUTPUT : ASSET IMPROVEMENTS		
CUSTOMER SERVICES		
Customer Services Support		
InfraHelp Licenses	23,500	0
Training Material	14,300	15,000
Customer Services Systems		
Network Services		
Servers & Storage	209,000	170,000
Software	0	40,000
LAN Upgrade	638,000	0
WAN Upgrade	219,000	0
Network Equipment	0	80,000
	-----	-----
SUB - TOTAL ASSET IMPROVEMENTS	1,103,800	305,000

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	CAPITAL OUPUTS

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
OUTPUT : NEW ASSETS		
CUSTOMER SERVICES		
Office Furniture & Equipment	0	0
Network Services		
Servers & Storage	0	110,000
Software	0	10,000
Network Equipment	0	10,000
Backup Equipment	0	100,000
SAP - Business Warehouse and Workplace Portal	0	100,000
Desktop		
PC Hardware	0	0
PC Software	0	0
	----- 0	----- 330,000
SUB TOTAL - SYSTEMS	----- 1,103,800	----- 720,000
	=====	=====

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	CAPITAL OUPUTS

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
COMMUNICATIONS		
OUTPUT : RENEWALS & REPLACEMENTS		
CIVIC OFFICES		
Replacement PABX	0	0
Replacement System Phones	12,000	0
Pages Road PABX replacement	55,000	0
Pioneer PABX replacement	9,000	0
Central Library PABX Replacement	0	0
0	0	0
	-----	-----
SUB - TOTAL RENEWALS & REPLACEMENTS	76,000	0
 OUTPUT : ASSET IMPROVEMENTS		
Civic Offices PABX		
Extension Cards for new users	12,000	0
Software Release 25 Card Upgrades	0	103,000
Additional system phones	0	17,000
PABX Upgrade for Call Centres	6,000	0
IP Voice equipment	22,000	0
Call Centre Upgrades	25,000	0
Voicemail upgrade		13,500
Additional Symposium licenses		12,500

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	CAPITAL OUPUTS

COMMUNICATIONS	2001/2002 BUDGET	2002/2003 BUDGET
OUTPUT : ASSET IMPROVEMENTS (continued)	\$	\$
Linwood PABX		
Software Release 25 Upgrade		17,000
Sockburn PABX		
Software Release 25 Upgrade		17,000
Fendalton PABX		
PABX Replacement	19,000	0
Art Gallery PABX		
PABX Replacement	3,000	0
SUB - TOTAL ASSET IMPROVEMENTS	87,000	180,000
NEW ASSETS		
TELEPHONES		
Civic Offices - PABX		
Cable Tester	8,000	0
0	0	0
0	0	0
SUB - TOTAL NEW ASSETS	8,000	0
SUB - TOTAL COMMUNICATIONS	171,000	180,000
NET COST CAPITAL OUTPUTS	1,274,800	900,000

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	CAPITAL OUPUTS

COMPUTER HARDWARE & SOFTWARE	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
RENEWALS & REPLACEMENTS					
Management					5,000
PC & Notebook Replacement					
Accommodation					
Software Development					10,000
PC Monitor & Machine Replacements					
Development Tools					
Customer Services					
NETWORK SERVICES					
Servers & Disk Storage	65,000	400,000	50,000	50,000	60,000
Network Equipment	20,000	45,000	20,000	400,000	30,000
DESKTOP					
PC Replacements					
PC Software Licensing					5,000
Laser Printer Replacements					
Sub - Total	85,000	445,000	70,000	450,000	110,000

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	CAPITAL OUPUTS

COMPUTER HARDWARE & SOFTWARE	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
RENEWALS & REPLACEMENTS					
Telecommunications			100,000	50,000	50,000
CIVIC OFFICES					
Replacement PABX					
Upgrades		15,000			
Replacement System Phones					
GARDENS					
PABX replacemnt		25,000			
Sub - Total Telecommunications	0	40,000	100,000	50,000	50,000
TOTAL RENEWALS & REPLACEMENTS	85,000	485,000	170,000	500,000	160,000

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	CAPITAL OUPUTS

COMPUTER HARDWARE & SOFTWARE	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
ASSET IMPROVEMENTS					
Software Development					
Development Tools					
PC Disk & Memory upgrades					
Customer Services Support					
Training Material	15,000		10,000		15,000
Customer Services Systems					
NETWORK SERVICES					
Servers & Storage	170,000	130,000	145,000	120,000	180,000
Software	40,000	20,000	20,000		40,000
LAN Upgrade					
WAN Upgrade					
Network Equipment	80,000	50,000	50,000	50,000	90,000
DESKTOP					
Client PC upgrades					
Sub - Total	305,000	200,000	225,000	170,000	325,000

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	CAPITAL OUPUTS

ASSET IMPROVEMENTS	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
Telecommunications			100,000	20,000	20,000
CIVIC OFFICES PABX					
Extension cards for new users					
PABX Upgrade		50,000			
Software Release 25 Card Upgrades	103,000				
Additional System Phones	17,000				
Voicemail Upgrade	13,500				
Additional Symposium Licenses	12,500				
LINWOOD PABX					
Software Release 25 Upgrades	17,000				
SOCKBURN PABX					
Software Release 25 Upgrades	17,000				
Sub - Total Telecommunications	180,000	50,000	100,000	20,000	20,000
TOTAL ASSET IMPROVEMENTS	485,000	250,000	325,000	190,000	345,000

7.4.23

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES				
OUTPUT CLASS	CAPITAL OUPUTS				
COMPUTER HARDWARE & SOFTWARE	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
NEW ASSETS					
Software Development				5,000	
Database Administration Software					
Development Tools					
PC Software					
Customer Services					
Office Furniture & Equipment					
NETWORK SERVICES					
Servers & Storage	110,000	110,000	110,000	105,000	150,000
Software	10,000		10,000		20,000
Network Equipment	10,000	10,000	10,000	10,000	20,000
Backup Equipment	100,000	150,000			
SAP - Business Warehouse and Workplace Portal	100,000				
DESKTOP					
PC Hardware					
PC Software					
Sub - Total	330,000	270,000	130,000	120,000	190,000

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES				
OUTPUT CLASS	CAPITAL OUPUTS				
NEW ASSETS	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
Telecommunications			100,000	30,000	30,000
CIVIC OFFICES PABX					
Upgrades		25,000			
Call Centre Equipment		30,000			
Computer Telephony Integration		20,000			
Sub - Total Telecommunications	0	75,000	100,000	30,000	30,000
TOTAL NEW ASSETS	330,000	345,000	230,000	150,000	220,000
TOTAL CAPITAL EXPENDITURE-MIS	900,000	1,080,000	725,000	840,000	725,000
Annual Plan 2001/2002	\$1,274,800	\$700,000	\$725,000	\$860,000	\$930,000
SUMMARY					
Renewals & Replacements	85,000	485,000	170,000	500,000	160,000
Asset Improvements	485,000	250,000	325,000	190,000	345,000
New Assets	330,000	345,000	230,000	150,000	220,000
	900,000	1,080,000	725,000	840,000	725,000

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	CAPITAL OUPUTS

	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
RENEWALS & REPLACEMENTS					
Management					
Software Development		10,000			
Customer Services	420,000	150,000	255,000	150,000	430,000
Telecommunications	50,000	70,000	50,000	70,000	50,000
	470,000	230,000	305,000	220,000	480,000
ASSET IMPROVEMENTS					
Software Development					
Customer Services	270,000	300,000	300,000	300,000	290,000
Telecommunications	20,000	20,000	20,000	20,000	20,000
	290,000	320,000	320,000	320,000	310,000
NEW ASSETS					
Software Development			15,000		
Customer Services	160,000	170,000	180,000	180,000	180,000
Telecommunications	30,000	30,000	30,000	30,000	30,000
	190,000	200,000	225,000	210,000	210,000
TOTAL MIS	950,000	750,000	850,000	750,000	1,000,000
Annual Plan 2001/2002	\$680,000	\$930,000	\$680,000	\$700,000	