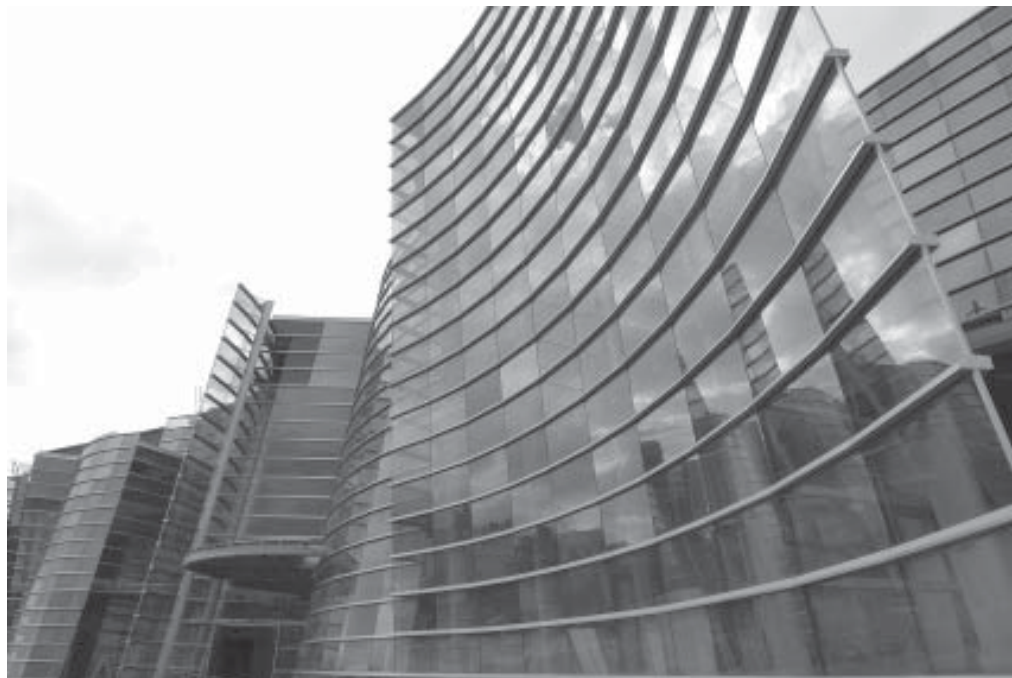


CHRISTCHURCH CITY COUNCIL



DRAFT CORPORATE PLAN 2004 EDITION

VOLUME I

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



CHRISTCHURCH
CITY COUNCIL · YOUR PEOPLE · YOUR CITY

Volume I

Table of Contents

Introductory Information

Vision, Mission, Strategic Goals and Objectives.....	1.1.1
Councillors, Community Board Members and Senior Management	1.1.11
Guide to the Corporate Plan: 2004 Edition.....	1.1.12
Revenue and Financing Policy	1.1.15
Funding Impact Statement	1.1.19
Rates Setting and Rates Policy	1.1.27
Statement of Accounting Policies.....	1.1.44
Statement of Contra Agreements	1.1.51
The Capital Endowment Fund	1.1.52
Equal Employment Opportunity Policy	1.1.54

Budget Tables and Financial Planning Model

Ratepayers Current Account.....	Table I
Master Summary Table.....	Table II
Corporate Expenses and Revenues	Table III
Schedule of Grants to Community Organisations.....	Table IV
Corporate Financing Costs	Table V
Financing Transfers	Table VI
Public Debt Summary 2003/04.....	Table VII
Schedule of Special Fund Account Movements 2003/04	Table VIII
Financial Planning Model Summary	Table IX

Volume I

Table of Contents

Corporate Expenses, Revenues and Grants

Operating Budget	3.1.0
Ten Year Programme	3.1.14
Funding Policy	3.1.funding.text.3

Public Accountability

Key Changes.....	3.2.i
Operating Budget	3.2.1
Ten Year Programme	3.2.11
Fees Schedule	3.2.12
Community Board Funding.....	3.2.text.13
Funding Policy	3.2.funding

Corporate Office

Key Changes.....	4.1.i
Operating Budget	4.1.0
Ten Year Programme	4.1.78
Fees Schedule	4.1.89
Funding Policy	4.1.funding.text.23

Volume I

Table of Contents

Financial Services

Key Changes.....	5.1.i
Operating Budget	5.1.1
Ten Year Programme	5.1.18
Fees Schedule	5.1.19
Funding Policy	9.4.funding

Corporate Services

Key Changes.....	6.2.i
Operating Budget	6.2.1
Ten Year Programme	6.2.9
Fees Schedule	6.2.11
Funding Policy	6.2.funding.text.5

MIS

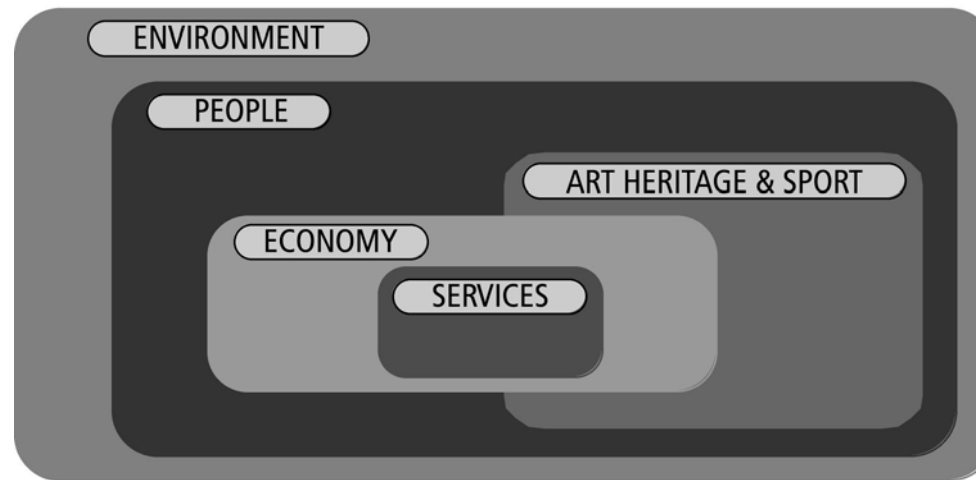
Key Changes.....	7.4.i
Operating Budget	7.4.0
Ten Year Programme	7.4.12

1.1.0

Draft Corporate Plan
2003/04 Edition

*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.

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 Survey).
- 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 Ā TE KAUNIHERA O ŌTAUTAHĪ

Mā te hāngai tonu o ngā ture ā-rohe me te tuku i te ratonga hiranga e whakakaha ake i te toiora o ngā tāngata katoa me te taone nui o Ōtautahi.

Te tutukitanga pai o ngā tikanga o te Kaunihera ka:

- tahuri mai ki ngā hiahia o te iwi kāinga
- tautoko kaha i te tuakiri o te iwi kāinga
- whakahaere ngātahi ai te manapori, te whakatutuki, te whakahaere i ngā kaupapa
- whakatau tika i āna mahi katoa
- kaiwawao i ngā kaupapa hei painga mo te iwi kāinga
- 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 ngā kaupapa mahi hāpai kia pūmau ai
- whakahaere tika ai i āna ratonga katoa
- mahi ngātahi ai ki te whakatutuki i ngā whāinga e whāia nei e te Kāwanatanga me te Wāhanga ā rohe o te Kaunihera ā rohe
- tū hei rangatira tōpū, hei kaituku mahi

TRIPLE BOTTOM LINE REPORTING

What is Triple Bottom Line Reporting?

Triple Bottom Line (TBL) reporting was developed by John Elkington (from the UK).

TBL concerns all aspects of an organisation's performance, not merely the meeting of financial targets.

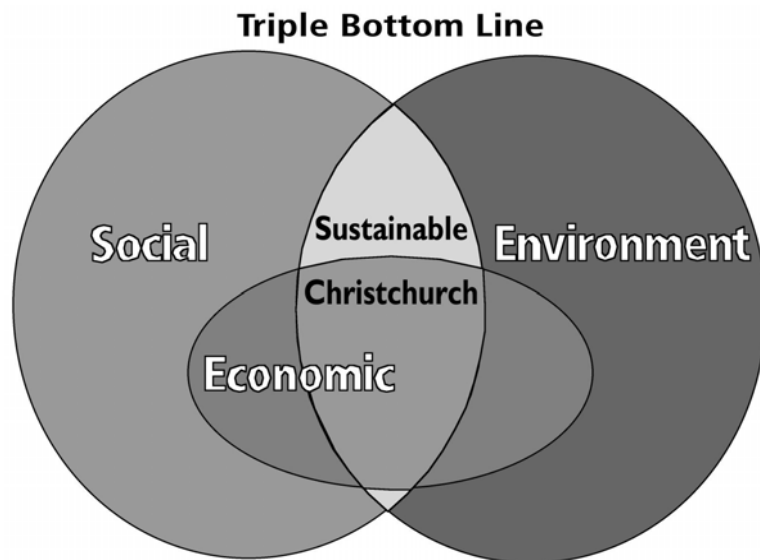
At the heart of the TBL philosophy is an acknowledgement that an organisation has impacts on society and the environment as well as financially on its stakeholders. Such impacts may be positive or negative. They may be exerted directly by the organisation itself, or by way of the organisation's influence upon others.

By adopting the TBL philosophy an organisation takes a position on the three core areas: economic prosperity, environmental quality, and social justice. It adopts value statements or principles which then serve as a compass in steering its strategy, policies, targets, and activities.

TBL reporting is the mechanism by which an organisation conveys its values or principles and its performance in matching them.

For each of our 14 significant activities, objectives, environmental, social and economic measures have been prepared (see the performance indicator matrices on pages 44 to 91 of the Draft Financial Plan). They also include targets and it is against these targets that our actual performance will be compared in the 2004 Annual Report. In addition to the 14 significant activity measures, there are some 'corporate' or 'headline' measures. These are core measures which have been selected for their ability to track/demonstrate progress toward achieving the Council's Strategic Goals.

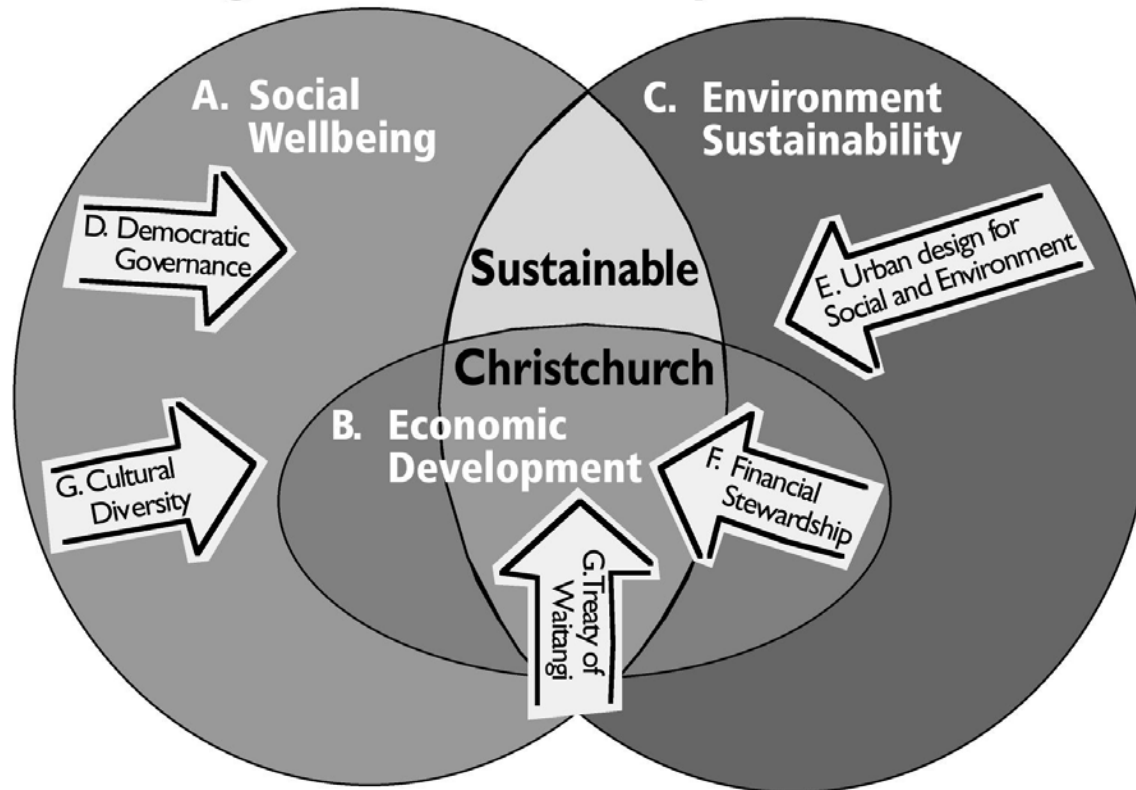
The 'link to the Strategic Objective' refers to the Council's Strategic Objectives which are printed on pages 1.1.7 to 1.1.10.



Triple Bottom Line and Sustainability

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 (the triple bottom line process) 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.

Strategic Goals in the Triple Bottom Line



This is an action diagram.

The three circles, A. SOCIAL, B. ECONOMIC and C. ENVIRONMENTAL 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 TBL measures can be summarised in the following principles. (These principles were adopted by the Council on 16 July 2002.)

- **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 versions of this document will be available.
- **Interactive** – the reader can engage the CCC via different channels such as contacting us by telephone (941-8999) or email - info@ccc.govt.nz
- **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 FOR EACH OF THESE GOALS FOLLOW.

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, riverbanks, historically important exotic and indigenous trees 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.⁽¹⁾
- C4 Promoting efficient use of physical resources, an increase in recycling and material recovery, and a reduction of waste.
- C5 Minimising the risks from earthquake, flood, fire and other natural hazards.

⁽¹⁾ In this context this refers to land or bodies of water and cultural importance to Māori.

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 the 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.
- 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 Māori in Christchurch.
- G3 Considering and protecting the aspirations of all people in all the planning and delivery of all Council activity.

For an action diagram of the strategic goals and objectives, see page 1.1.5.

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 JP
 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 MPPI

MEMBERSHIP OF COMMUNITY BOARDS**Burwood-Pegasus**

Don Rowlands (Chair) Alister James LLB (Cr)
 Bob Andrews ANZIM Caroline Kellaway JP
 Glenda Burt Andy Lea JP
 Carole Evans QSO JP (Cr) Gail Sheriff (Cr)
 Carmen Hammond Chrissie Williams BTech(Hons) (Cr)

Hagley-Ferrymead

Bob Todd OBE JP (Chair) John Freeman JP MA
 Erin Baker MBE (Cr) Yani Johanson
 Rod Cameron Denis O'Rourke LLB (Cr)
 David Cox (Cr) Linda Rutland
 Anna Crighton JP MA(Hons) (Cr) Brendan Smith MB ChB

Spreydon-Heathcote

Phil Clearwater MA(Hons) (Chair) Paul de Spa BA DipTchg
 Oscar Alpers LLB Notary Public (Cr) Sonia Gill BA ATCL AREINZ
 Carole Anderton* (Cr) Elizabeth Maunsell
 Lynda Carter Sue Wells BA (Cr)
 Barry Corbett (Cr)

Fendalton-Waimairi

Mike Wall (Chair) Pat Harrow DipHort (Cr)
 Sally Buck MEd (Cr) Yiyi Ku MMus(Dist)
 Val Carter Mark Kunnen MP
 Cheryl Colley JP MA(Hons) Barbara Stewart (Cr)
 BBS DipTchg Ron Wright JP MPPI (Cr)
 George Hampton

Shirley-Papanui

Yvonne Palmer QSM JP (Chair) Megan Evans (Cr)
 Myra Barry QSO JP Dennis Hills JP BSc FNZIC FIM
 Robin Booth FAPRI CContEd MRSNZ
 Anne Carroll Ingrid Stonhill (Cr)
 Graham Condon QSM JP (Cr) Steve Wright

Riccarton-Wigram

Mike Mora (Chair) Ishwar Ganda (Cr)
 Paddy Austin MA(Hons) PhD (Cr) Lesley Keast QSM JP (Cr)
 Neville Bennett BSc(Hons) PhD Peter Laloli
 Helen Broughton* MA DipEd (GC) (Cr) Bob Shearing
 Ken Cummings

*Denotes member elected to both Council and Community Board

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

Peter Mitchell LLB(Hons)
 Director of Legal and Secretariat Services

Bob Lineham BCom FCA FNZIM
 Director of Finance

Ken Lawn BA DipTP MNZPI
 Director of Operations

Dorothea Brown NZLA Cert FNZLA AFNZIM
 Director of Human Resources

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

GUIDE TO THE CORPORATE PLAN : 2004 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 Revenue and Financing Policy, Funding Impact Statement, Rates Setting and Rates Policies, Statement of Accounting Policies and The Equal Employment Opportunity 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 2003/04 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 to. 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 this Plan.

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

This represents those items which have been approved by the Council since the 2003 Financial Plan was adopted on 16 July 2002.

- **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.

- **Contributions towards the \$10M Net Rates Savings Target**

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 2002/03 situation are noted and are followed by the changes for 2003/04.

- **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 2003/04 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.

- **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.

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.)

- **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.

REVENUE AND FINANCING POLICY

Introduction

The Local Government Act requires the Council to adopt a Revenue and Financing Policy which ensures operating revenue is set at a sufficient level to meet the projected operating expenses and that funding for capital expenditure is prudent recognizing the service capability of assets throughout their useful life.

The Act, in Part 6, Subpart 3, outlines a series of financial management requirements.

This policy statement reflects those requirements, recognizing that this is a transitional year and that further policy requirements will be addressed as part of a comprehensive review of the Council's financial planning policies towards the Long Term Council Community Plan.

The main objective of the policy is to ensure that the Council's long term programme is financially sustainable, that major projects, resulting operating costs, and debt are maintained at manageable levels.

Also it is an important principle of the financial management policy to generate surpluses thereby enabling the Council to reduce its dependence on borrowing to fund capital works.

Financial Management Principles

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

- Debt will be repaid within 20 years of raising to ensure inter-generational equity
- At least 56% of average annual capital expenditure will be funded from depreciation and operating surpluses
- The balance of capital expenditure will be funded from loans, reserves and sale of assets
- Operating expenditure will be funded from operating revenue
- The Council should budget for an operating surplus each year

Operating Expenses and Revenue

Operating expenses and revenue are defined by current Accounting Standards which include a provision for depreciation, landfill aftercare, and other costs (see the Statement of Accounting Policies Pages 1.1.44 to 1.1.50).

The expenses are allocated to Council activities and are grouped into 'Significant Activities' in the Draft Financial Plan. The rationale and nature of each Significant Activity is that published in the Strategic Statement 2002.

Ordinary operating revenue is set for each Activity based on the Funding Impact Statement principles (formally the Funding Policy) generally to recover expenses where there is a defined customer for the services and where Council considers a user charge should be made. The revenue received is fees and charges, grants and subsidies, financial contributions from developers, and other revenue, if any. Revenue from investments is optimized under the policy direction of the Investment Policy.

Capital funding is firstly from depreciation and available surpluses, proceeds from asset sales, utilisation of reserves and, where necessary, borrowing. This is discussed later in this statement.

Rates are used as the residual operational funding source after operating revenues and are allocated to rating differential sectors based on the Funding Impact principles.

The net result is a rate requirement for the year as shown on the summary tables of Financial Overview on page 23 and on the Summary of the Funding Impact Statement on page 1.1.26. This includes the policy on the rating base (Capital Value), extent of uniform charges, the choice of differential sectors, and the type of rates, both general and targeted.

The projections for operational expenditure and capital expenditure shall include provision for inflation.

Operating Surpluses

The Long Term Financial Strategy, adopted in July 2001, made provision for operating surpluses. These surpluses were increased to fund additional capital expenditure and repay debt. A formula was established which ensures that the funds generated from a combination of depreciation (less funds appropriated back to reserves and separate accounts) plus the balance of the operating surplus (in excess of the debt repayment provision) is sufficient to fund 56% of the average annual forecast capital expenditure over the next 20-year period. This funding percentage increases from 57% in 2003/04 to 66% by 2011/12.

Application of Cash Surpluses

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

Reserves and Loan Repayment Funds

The Council maintains various cash reserves. Some are a product of legislation eg Cash in lieu of Reserves Fund and others are a creation of Council resolution.

Reserves once created (from reserved external revenue, Separately Funded Account surpluses, or retentions of operating results) will be held in partitioned equity accounts.

The utilization of reserves is by way of Council resolution, typically by the adopted Financial Plan.

Capital Endowment Reserve

This reserve has a number of special conditions which are detailed in the Investment Policy.

It shall be invested and utilized in accordance with that policy and reported on annually in the Financial Plan and Annual Report.

Loan-repayment provisions

A provision by way of reserve or sinking-fund contribution will be made each year for the repayment of all new loans raised by the Council and the existing debt of Christchurch City Holdings Ltd (excluding that serviced by table-loan repayments). The provision will be no less than 3% of the amount borrowed and designed to ensure a repayment within 20 years for each loan. Funds in the Loan-Repayment Reserve or Sinking Fund will be used to retire debt. (see the Liability Management Policy on page 187 of the Draft Financial Plan for the full text on this Policy.)

Avoidance of borrowing for capital works

Funds in the Debt-Repayment Reserve will be used in lieu of borrowing to fund capital works and to repay loans as they fall due.

Separately Funded Accounts

The accounts and balances for Dog Control and Housing will be kept separate within the Council's ledgers to ensure the cash balance is maintained. However, for Annual Reporting purposes, the Separately Funded accounts are reflected in the Income Statement and Balance Sheet of the Council.

Financial Ratios

The Council has identified five key financial ratios to measure prudent management of financial resources which are reported on each year. Provided the Council maintains its financial projections under the measures identified for each ratio, the Council's finances are considered to be prudent.

The ratios are:

- (a) Net interest paid on term debt by the Council and Christchurch City Holdings Ltd (parent company) combined will not exceed 8% of the consolidated gross revenue, provided interest rates do not rise above 8.5%. This parameter is subject to review in the event of the latter.
- (b) Term Debt as a percentage of total assets of the Council and Christchurch City Holdings Ltd (parent company) 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%.
- (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 not be less than 1:1 at each year's 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.)

Capital and Infrastructural Asset Expenditure

Sufficient expenditure will be applied to maintain the existing asset base at least to current standards or to standards adopted through an asset-management plan for each class of asset.

Depreciation

Depreciation is provided on both operational and infrastructural assets on a straight line value basis.

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.

Long-Term Financial Strategy

The Council will maintain a Long-Term Financial Strategy. This is updated each year and is summarised in the financial table on page 23 of the Draft Financial Plan.

Other Financial Policies

Other policies shall be read together with this Revenue and Financing Policy. They include:

- the Long-Term Financial Strategy (2002 as amended);
- the Funding-Impact Statement;
- the Statement of Accounting Policies;
- the Rating Setting and Rating Policies;
- the Investment Policy;
- the Liability-Management Policy;
- the Policy on Partnerships with the Private Sector; and
- the Policy on Determining Significance.

FUNDING IMPACT STATEMENT

Funding Impact Statement

New legislation requires the Council to provide a Funding Impact Statement. This includes the funding and rating policies provided in previous years. There are generally few changes in the impact of either revenue charging policies or rating policies on individual ratepayers.

The funding of Council operations were developed under the Funding Policy adopted in July 2001 (and as amended). This policy was drawn up under the old Local Government Act, but the financial principles and processes used are in accordance with the financial management requirements of Section 101 (3) (a) of the new Act and therefore the results in terms of allocation of costs to users and ratepayers is still relevant and will be used for 2003/04.

The allocation process will be reviewed next year as part of the introduction of the Long Term Council Community Plan.

Revenue & financing mechanisms

The Revenue and Financing mechanisms are developed from an analysis of the Council activities and includes a process which identifies:

- the gross cost and the allocation of this to the users of services and ratepayers
- the direct benefits of services and any charges made for these
- the allocation of costs to ratepayers by differential sectors
- and the allocation of the shortfall of user charges to ratepayers.

This is outlined in summary in the table on page 1.1.26 entitled 'Summary of the Funding Impact Statement'.

The Council has budgeted to receive revenue from a number of sources and these are detailed in the table which follows.

General revenue made up of:

• Interest & dividends from CCHL	\$28.90M
• Interest	\$14.79M
• Fees & charges	\$77.67M
• Development contributions	\$2.12M
• Financial contributions	\$2.95M
(under the Resource Management Act)	
• Grants & subsidies	\$17.73M
• Other operating revenue	\$1.90M

Total	\$146.06M
	=====

Rates revenue made up of:

• General Rates	\$97.79M
• Uniform Annual General Charge	\$12.41M
• Targeted rates	\$41.87M
• Total Rates to be set	\$152.07M
• Rates Penalties	\$1.40M

Total	\$153.47M
	=====

The Council has budgeted operating expenditure of \$284.45M leaving an operating surplus of \$13.67M. The surplus will be used to finance capital expenditure or placed in reserves.

Rate Setting and Rating Policies

The Council will set rates in accordance with the Financial Plan for the financial year 2003/04 for \$152.07M. This is the amount that the ratepayers of Christchurch will be required to contribute in order to fund this draft Plan.

The Council has resolved on a range of rating policies. The full detail of these are on pages 1.1.27 to 1.1.43. These are generally a continuation of those used last year. However the impact may change for individual rating units. These policies are subject to the Financial Plan special consultation process.

The Valuation System used for rating

The valuation system used for rating is the Capital Value system.

The value of each rating unit is set by independent valuers and based on values as at 1 September 2001. A rating unit is the property which is liable for rates and is generally a separate property with its own certificate of title.

Of significance is the change in the legislation making the 'ratepayer' the owner, whereas for those commercial properties with rate paying tenants, it was the 'occupier'. The change does not cause a change in the quantum of rates, rather who pays. Ratepayers affected have been notified.

Inspection of rates information for each rating unit

The Capital Values, the District Valuation Roll, and the Rate Information Database information and the estimated liability for rates for 2003/04 for each rating unit is available for inspection on the Council's Internet site (www.ccc.govt.nz) under the heading 'Ratesinfo' or by enquiry at any Council Service Centre.

Differential system used

Differential rating will be used for both general rates and targeted rates. Each rating unit is assigned to a category, based on land use, and the sum of all categories is the basis of allocation of rates in the Funding Impact Statement, formally known as the Funding Policy.

The differential categories used are:

- Sector A - Residential and other
- Sector B - Commercial/Industrial
- Sector C - Rural
- Sector D - Non-rateable

The full text of the Differential categories is detailed on page 1.1.30.

The quantum of rates required from each sector is based on the Funding Impact Statement calculations on an activity by activity basis and summed up to the Council-wide rate requirement as expressed in the table on page 1.1.26 called ‘Summary of the Funding Impact Statement’.

The sector requirement will be assessed on each rating unit within the sector based on its relative Capital Value or in the case of Uniform Annual General Charge, on the basis of one charge per each separately occupied part of a rating unit liable.

Rates to be set and the rate types

It is planned to set the following rates for 2003/04 (GST included):

- General Rates \$109,982,778
- Uniform Annual General Charge \$13,965,505 set as \$105 per charge
- Targeted rates of:
 - Water Supply – Full Charge \$12,025,216
 - Water Supply – Half Charge \$226,789
 - Sewerage \$23,423,178
 - Land Drainage \$11,375,872
 - Hollis Avenue Roding Extension \$22,603
 - Water Supply Fire Connection \$52,300
 - Excess Water Supply Not known until meters are read & invoiced

The full text of the Rates Setting Statement is on pages 1.1.27 to 1.1.29.

Rate Type Descriptions

General Rates

General Rates are levied on capital values according to the Funding Impact Statement on a differential basis. General rates (including the Uniform Annual General Charge) provide for approximately 72.47% of the total rate requirement of the Council, being the net rate requirement after targeted rates are determined. General rates (and UAGCs) therefore fund all activities of the Council except those funded by targeted rates.

Uniform Annual General Charge

A portion of general rates is levied as a uniform annual general charge of \$105 per rating unit or each separately used or inhabited part of a rating unit.

The uniform charge is levied to recover costs which have been determined in the funding impact statement 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.

Targeted Rates

The following rates will be set and assessed on a capital value basis differentially to the rate sectors as shown on the Funding Impact Summary table on page 1.1.26.

- Water supply – full charge – for properties connected to the Council’s water system
- Water supply – half charge – for properties within the serviced area but not connected to the Council’s water system
- Sewerage – for properties within the serviced area where a service connection is available
- Land drainage – for properties within the serviced area
- Hollis Avenue Roding Extension. – for properties within the serviced area.

The Water Supply Fire Connection targeted rate will be set on a uniform basis to the rating units serviced, of \$100 per connection.

The Excess Water Supply Targeted Rate will be set as part of the Financial Plan but will be assessed as the meters are read. The estimated revenue from this source is \$1.422M.

A full definition of the rate types is contained on pages 1.1.27 to 1.1.29.

Rates Due by Ratepayers

The new Local Government (Rating) Act 2002 has required Councils to redefine the rate process, the rate remission and postponement policy, rate penalty and the rating relationship with Environment Canterbury.

The City Council is the rate collecting agent for Environment Canterbury (the Canterbury Regional Council). Combined assessments and invoices will be issued by the City Council as in the past.

Rates Payable - 2002/03 Actual and 2004 Financial Plan Compared

Capital Value \$	2002/03 Actual ⁽³⁾ \$	2004 Plan ⁽³⁾ \$	Difference \$
Residential ^{(1) (4)}			
120,000	700	724	24
160,000	898	930	32
200,000	1,096	1,136	40
260,000	1,394	1,446	50
300,000	1,592	1,652	60
400,000	2,087	2,168	81
Commercial ^{(1) (4)}			
100,000	844	847	3
160,000	1,288	1,292	4
200,000	1,583	1,589	6
300,000	2,322	2,331	9
500,000	3,800	3,814	14
Rural ^{(2) (4)}			
200,000	606	614	8
300,000	856	869	13
400,000	1,107	1,124	17
500,000	1,357	1,378	21

Notes

- ⁽¹⁾ Fully serviced properties, and includes a Uniform Annual General Charge of \$105 per property.
- ⁽²⁾ Not paying Water, Sewerage or Land Drainage Targeted rates. Includes a Uniform Annual General Charge of \$105 per property.
- ⁽³⁾ Includes GST but does not include the Canterbury Regional Council Rates.
- ⁽⁴⁾ Some properties may also be liable for the Targeted Water Supply Fire Connection rate of \$100 per connection per property, or the Hollis Avenue Extension Targeted rate.

Rates Process

Summary of the rates process under the new Act:

- The rate requirement for the Council is determined by the net result of the operating budget for next year and is summarised in the Draft Financial Plan page 23.
- The Funding Impact analysis which results in the allocation of rates to differential sectors - the summarised result is on the table on page 1.1.26.
- The Council resolved on a Uniform Annual General Charge of \$105 – with a rate yield of \$12.4M.
- The balance of rates are allocated to rating units liable based on Capital Values.
- The rate requirement and allocation is formally determined by the adoption of the Financial Plan.

- The rates are then applied (assessed) to each rating unit (the rateable property) and a notice of assessment will be sent to each ratepayer in October 2003.
- The owner of the rating unit is now primarily the ratepayer. This may be a change for some leased rating units. Ratepayers concerned have been informed.
- Several uniform charges will be applied where there is multiple occupancy of a rating unit (there was only one in the past).
- Rates are invoiced to each ratepayer four times a year. The first instalment is based on 25% of last year's rates.
- Payment must be made by the due date or a 10% penalty is imposed.
- Payment may be made by direct debit, by post or by payment at a Council counter.

Remissions and Postponement

Rate remission may apply where there is significant public good in the use of the land. In addition remission may apply where penalties have been imposed but there is a reasonable excuse for late payment in accordance with the Council's remission policy.

Postponement will be considered where the ratepayer is experiencing financial hardship.
The policy on remissions and postponement is detailed on pages 1.1.35 to 1.1.41.

Determining Funding Needs and Allocation

The new Local Government Act 2002 requires within the context of prudent financial management that the funding needs of the Council be determined after consideration of:

- Community outcomes from each activity
- Distribution of benefits within the community from the activity
- The period over which the benefits occur
- The extent to whether parts of the community require the activity to be undertaken
- Costs, benefits and consequences of distinct funding of an activity
- The impact of funding allocation on the social, economic environmental and cultural well-being of the community.

The previous Funding Policy of the Council included all of these considerations on an activity by activity basis and was intended to run for a further year, therefore no further review is required this year other than minor amendments for changed activities.

A major review will occur as part of next year's Long Term Council Community Plan.

Details of the Funding Impact Statement

The Council plans to fund its services for the 2003/04 financial year as follows (2001/02 and 2002/03 are included for comparison purposes):

	2001/02	2002/03	2003/04
User Charges	33.39%	33.50%	34.41%
Grants and Subsidies	4.20%	4.11%	5.29%
Net Corporate Revenues	17.56%	17.32%	14.78%
Capital Value Rating	40.88%	41.24%	41.80%
Uniform Annual Charge	3.97%	3.83%	3.72%

In adopting the 2004 Funding Impact Statement, the Council resolved to avoid significant difficulties for the residential and rural sectors by making the following modifications:

- transferring \$841,667 of costs to the commercial sector
- transferring (\$196,667) of costs from the residential sector
- transferring (\$645,000) of costs from the rural sector

The Council has resolved to completely remove the residential modifier, while leaving the rural modifier unchanged. This leaves unaltered the subsidy provided to the Rural Sector. The rationale for maintaining the status quo for Rural Sector rates is that a full review of the revenue, financing and Funding Impact Statement will be undertaken as part of developing the Council's first Long Term Council Community Plan next year. The revised modifications are:

- transferring \$645,000 of costs to the commercial sector
- transferring (\$645,000) of costs from the rural sector

The different sectors will experience changes to their rates over the 2002/03 rates as follows:

Residential	+3.87%	Rural	+3.05%
Commercial/Industrial	+0.44%	Institutions	+17.56%

Rates for 2003/04 will be shared among the ratepaying sectors as follows:

Residential	72.06%	Rural	1.52%
Commercial/Industrial	25.39%	Institutions	1.03%

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 IMPACT STATEMENT

The budgeted costs of the benefits the Council proposes to provide in 2003/04, and their proposed funding, are shown in the following table:

		Users	Residential	Commercial	Rural	Institutions	Totals
Cost and Modifications							
Costs							
47.37%	General Benefits	0	115,582,674	31,171,553	3,992,598	7,524,780	158,271,605
52.21%	Direct Benefits	140,785,773	12,359,475	20,980,443	266,718	53,060	174,445,469
0.42%	Negative Effects	1,391,208	0	0	0	0	1,391,208
		142,176,981	127,942,149	52,151,996	4,259,316	7,577,839	334,108,281
Modifications							
	Transfer User Costs to Rating	(27,206,117)	22,878,750	3,736,307	40,645	550,415	0
	Non-Rateable	0	5,005,732	1,358,856	183,977	(6,548,564)	0
	Avoiding Sudden Changes (Modifier)	0	0	573,333	(573,333)	0	0
		(27,206,117)	27,884,482	5,668,496	(348,712)	(5,998,150)	0
Total Costs and Modifications		114,970,865	155,826,632	57,820,492	3,910,603	1,579,690	334,108,281
Funded By							
User Charges							
33.98%	User Charges	113,548,865	0	0	0	0	113,548,865
0.43%	Excess Water Supply Targeted Rate	1,422,000	0	0	0	0	1,422,000
5.29%	Grants and Subsidies	0	8,478,886	8,962,210	213,097	20,746	17,674,939
14.78%	Net Corporate Revenues	0	37,758,742	10,249,988	1,387,755	0	49,396,485
Total User Charges		114,970,865	46,237,629	19,212,197	1,600,852	20,746	182,042,289
Rates							
29.27%	General Rates by Capital Value ⁽¹⁾		66,231,331	29,768,639	1,782,592	(0)	97,782,561
3.72%	Uniform Annual General Charge		11,475,887	779,396	158,500	0	12,413,783
0.01%	Targeted Water Supply Fire		6,133	37,244	0	3,111	46,489
Connection Rates							
3.26%	Water Targeted Rates		8,262,377	1,976,370	88,970	562,954	10,890,671
3.03%	Land Drainage Targeted Rate		7,904,498	2,027,136	180,252	0	10,111,886
6.23%	Sewer Targeted Rate		15,708,777	4,019,509	99,438	992,879	20,820,602
Total Rates			109,589,003	38,608,294	2,309,752	1,558,944	152,065,993
Total Funding		114,970,865	155,826,632	57,820,492	3,910,603	1,579,690	334,108,281

⁽¹⁾ Includes the Hollis Avenue Targeted Rate

RATES SETTING AND RATES POLICIES

The Financial Plan includes a Rates-Impact Statement which describes the Rating system and requirement for 2003/04. The rates required will be set and assessed under the following processes and policies.

Detailed below are the proposed rates to be set as part of the adoption of the financial Plan for 2003/04 and rates policies to be used.

The Valuation System used for rating

The valuation system used for rating is the Capital Value system.

The value of each rating unit is set by independent valuers and based on values as at 1 September 2001. A rating unit is the property which is liable for rates and is generally a separate property with its own certificate of title.

Inspection of Rates Information for each Rating Unit

The Capital Values, The District Valuation Roll, and the Rate Information Database information and the estimated liability for rates for 2003/04 for each rating unit are available for inspection on the Council's Internet site under the heading 'Ratesinfo' or at any Council Service Centre.

Rates to be Set as part of this Financial Plan

Rates are set under Section 23 of the Local Government (Rating) Act 2002 and Section 281 of the Local Government Act 2002.

The following rates are proposed to be set for 2003/04.

	Cents in the \$ of Capital Value 2003/04 per rating unit	Revenue Sought* from Intended Rates (GST included) \$
GENERAL RATES		
General Rate by differential sector:		
Sector A - Commercial/Industrial	.575704	33,489,719
Sector B - Residential and Other	.347704	74,487,644
Sector C - Rural	.254626	2,005,415

The General Rate is set under Section 13(2)(b) of the Local Government (Rating) Act 2002.

Purpose of General rate: To fund the general operations of the Council beyond that funded by user charges, other revenue, the Uniform Annual General Charge, and targeted rates as detailed below. The detail of the requirement is contained on the Financial Overview Policy summary, page 23 of the Draft Financial Plan and the Funding Impact summary page 1.1.26.

Uniform Annual General Charge of \$105 on each separate rating unit or if relevant on each separately used or inhabited part of a rating unit.

\$105

13,965,505

The UAGC is set under Section 15(1)(b) of the Local Government (Rating) Act 2002.

Purpose of the Uniform Annual General Charge: To fund the general operations of the Council beyond that funded by user charges, other revenue, general rates, and targeted rates as detailed below.

TARGETED RATES

Water Supply Targeted Rate – Full Charge:

Sector A - Commercial/Industrial	.042066	2,135,189
Sector B - Residential and Other	.043962	9,163,180
Sector C - Rural	.043852	98,348
Sector D - Institutions (Non-rateable)	.044046	628,499

Water Supply Targeted Rate – Half Charge:

Sector A - Commercial/Industrial	.021033	88,227
Sector B - Residential and Other	.021981	131,995
Sector C - Rural	.021926	1,743
Sector D - Institutions (Non-rateable)	.022023	4,824

Rate Factor used - on every separately rated property within each differential sector to which water is supplied.

The half charge is assessed to every rating unit situated within 100 metres from any part of the waterworks where a connection is not made.

This Targeted Rate is set under Section 16(4)(b) of the Local Government (Rating) Act 2002.

Purpose of Water rates: To recover the water supply costs.

Land Drainage Targeted Rate:

Sector A - Commercial/Industrial	.041416	2,280,528
Sector B - Residential and Other	.041416	8,892,560
Sector C - Rural	.041416	202,784

Rate Factor used - on every separately rated property, within each differential sector, which is in the serviced area.

This Targeted Rate is set under Section 16(4)(b) of the Local Government (Rating) Act 2002.

Purpose of Land Drainage Targeted rate: To recover the land drainage costs.

Sewerage Targeted Rate:

Sector A - Commercial/Industrial	.082651	4,521,948
Sector B - Residential and Other	.082613	17,672,374
Sector C - Rural	.085662	111,867
Sector D - Institutions (Non Rateable)	.082612	1,116,989

Rate Factor used - on every separately rated property, within each differential sector, which is in the serviced area.

This Targeted Rate is set under Section 16(4)(b) of the Local Government (Rating) Act 2002.

Purpose of Sewerage Targeted rate: To recover the sewer drainage and sewage treatment costs.

Water Supply Fire Connection Targeted Rate:

Assessed as a uniform charge of \$100 per connection.

\$100

52,300

Rate Factor used - on every separately rated property which has one or more connections.

This Targeted Rate is set under Section 16(4)(a) of the Local Government (Rating) Act 2002.

Purpose of the Water Supply Fire Connection Targeted rate: To recover costs of water supply fire connection on a per-connection basis.

Excess Water Supply Targeted Rate:

Assessed as the water meters are read on liable rating units – see below for the full text.

To be invoiced
after each reading

Rate Factor used - on every separately rated property within the defined group, which has a water supply.

Purpose of the Excess Water Supply Targeted rate: To recover water supply costs beyond those in the water-supply rates. This is effectively a user charge.

Hollis Avenue Extension Targeted Rate:

Assessed on all rating units (excluding the Council reserve) which adjoins the Hollis Avenue extension proposed on Lot 14 DP 49657.

There are 13 rating units which have a right of way over Lot 14 DP 49657 (the access way).

Lot 14 will be dedicated as a legal road and the rights of way extinguished. The 13 rating units' legal obligation to form the road will be expressed as a targeted rate for 15 years on the adjoining 13 lots.

The Council will pay for its beneficial use to the extent of 15%. The targeted rate area will expand to include subsequent subdivision of any of the 13 rating units and any future rating units which connect to or adjoin the Hollis Avenue road extension.

.593096

22,603

Rate Factor used - on every rating unit within the serviced area.

This Targeted Rate is set under Section 16(4)(b) of the Local Government (Rating) Act 2002.

Purpose of the Hollis Avenue Extension Targeted Rate: To recover costs of road formation spread over 15 years based on a table loan at 7% on 85% of the estimated cost of \$250,000 (GST inc).

Total Revenue Sought from Intended Rates

\$171,074,241

* Excludes expected rate remissions

Excess Water Supply Targeted Rate

This targeted rate is set under Section 19(2)(b) of the Local Government (Rating) Act 2002 which allows for a “scale of charges”. Invoices are raised for this rate as the result of water-meter readings on liable properties. The Christchurch City Water Related Services Bylaw 2001 outlines the intention to charge.

The scale of charges for the Excess Water Supply Targeted Rate is:

- Water used in excess of the water allowance, be charged to all consumers having an extraordinary supply, as defined in the Christchurch City Water Related Services Bylaw 2001. These are the liable rating units.

- The water allowance is determined annually by dividing the Water Supply Targeted Rate assessed on the rating unit by an allowance factor. The allowance factor unit rate will be determined by Council resolution from time to time and is now 27 cents. The water allowance is 1 cubic metre for each complete 27c (the factor) of the targeted water rate assessed.
- The water allowance is determined following the annual rates assessment and is expressed as a daily allowance, that is the total water allowance for the rating unit divided by 365 with a minimum of .6986 cubic metres per day.
- The daily allowance shall continue until the next rates assessment is issued for the rating unit.
- Rating units having an “ordinary supply” as defined in the Christchurch City Water Related Services Bylaw 2001, ie non-commercial consumers being principally residential single units on a rating unit, will not be charged an excess water supply targeted rate.
- Where two or more rating units share a water meter and have, in the opinion of the Council, a common usage, the readings and allowances may be aggregated, notwithstanding the charge is payable by the ratepayer of the rating unit to which the meter is attached.

The annual rates assessment will identify and inform the ratepayers who are potentially liable for excess water charges. It will not, however, be able to include the calculated liability as the water reading will not coincide with the assessment. Water meters will be read progressively throughout the year. Following each reading, a water-excess charge invoice will be issued for those rating units liable. The invoice will refer to the assessment and will ‘bill’ for the consumption for the period of the reading. The latest water allowance will be used, calculated on a daily basis.

Differential system used

Differential rating will be used for both general rates and some targeted rates. Each rating unit is assigned to a category, based on land use, and the sum of all capital values within each categories is the basis of allocation of rates in the Funding Impact Statement, formally known as the Funding Policy.

The differential categories used are:

- Sector A - Residential and other
- Sector B - Commercial / Industrial
- Sector C - Rural
- Sector D - Non-rateable

The quantum of rates required from each differential sector is based on the Funding Impact Statement calculations on an activity-by-activity basis and added up to the Council wide-rate requirement as expressed in the table on page 1.1.26 called ‘Summary of the Funding Impact Statement’.

The rates payable by a rating unit will be assessed on the capital value of each rating unit within the differential sector based on its relative Capital Value (plus UAGCs and special targeted rates).

The rating Differential Sectors are:

Sector A - Commercial and Industrial Properties

Any rating unit 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 rating unit 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 rating unit 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
- (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 rating units described in Section 8 of the Local Government (Rating) Act 2002.

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

Multiple Uniform Annual General Charge per Rating Unit

The Council will charge multiple uniform charges against each separately used or inhabited part of a rating unit.

The basis of a unit of occupancy is that which can be separately let and permanently occupied. For the purposes of this charge, where the occupancy is an accessory one or is ancillary to another property or part thereof no separately used part exists. For example:

- Not separately used parts of a rating unit:
 - A residential sleep-out or granny flat without independent kitchen facilities
 - Rooms in a hostel with a common kitchen
 - A hotel room with or without kitchen facilities
 - Motel rooms with kitchen facilities
 - Individual storage garages/sheds/partitioned areas of a warehouse
 - Individual offices/premises of partners in a partnership
- These are separately used parts of a rating unit:
 - Flats/apartments
 - Flats which share kitchen/bathroom facilities
 - Separately leased commercial areas even though they may share a reception

Uniform Annual General Charge (UAGC) for Common Usage Rating Units

Section 20 of the Act precludes the Council from charging UAGCs where contiguous land is in common usage and in the same name.

The Council has resolved on a remission policy that will allow it to remit the additional UAGCs on contiguous land in common usage where the rating units are not in the same name.

Remission of the charge will be considered where the Council has determined that a building consent will not be issued for the primary use of the land (under the City Plan).

Rating Units - Divisions and Transitional Arrangements

The Act has redefined the basis of rating to a 'rating unit', generally based on a certificate of title.

There are transitional arrangements and some limited capacity for the lessee of the whole rating unit to remain the ratepayer.

Applications to the Council are expected to be based on a statutory declaration from the owner that transitional arrangements apply.

Also there is capacity under section 27(5) of the Act for a single rating unit to be split into two or more parts to allow for the different rating treatment of each part eg commercial/industrial on one part and residential for the other.

Such a split would be based on information supplied by the ratepayer, but determined by the Council.

Due Dates for Payment of Rates

The instalments due dates are:

- Area One, Instalment One – 15 August 2003
- Area One, Instalment Two – 15 November 2003
- Area One, Instalment Three – 15 February 2004
- Area One, Instalment Four – 15 May 2004
- Area Two, Instalment One – 15 September 2003
- Area Two, Instalment Two – 15 December 2003
- Area Two, Instalment Three – 15 March 2004
- Area Two, Instalment Four – 15 June 2004
- Area Three, Instalment One – 31 August 2003
- Area Three, Instalment Two – 30 November 2003
- Area Three, Instalment Three – 29 February 2004
- Area Three, Instalment Four – 31 May 2004

The areas are defined by the Valuation Roll districts as contained in the resolution dated 29 June 1994, but:

Area 1: includes generally the Central City and the suburbs of Street Albans, Merivale, Mairehau, Papanui, Riccarton, Addington, Spreydon, Sydenham, Beckenham and Opawa;

Area 2: includes generally the suburbs of Shirley, New Brighton, Linwood, Woolston, Mt Pleasant, Sumner, Cashmere and Heathcote;

Area 3: includes generally the suburbs of Belfast, Parklands, Harewood, Avonhead, Bishopdale, Ilam, Fendalton, Hornby, Templeton and Halswell.

Where a due date falls on a day that is not a working day then the next working day convention applies ie Interpretation Act 1999 applies.

The due date for excess water supply rates will be the 20th of the month following the invoice date. The due date for any amended rates invoice issued outside of the normal dates shall be specified on that rate invoice as determined by the Council.

The imposition of the current penalty occurs two business days later than the due dates above.

The Council will issue an interim instalment which will be calculated in accordance with Section 50. It will be based on 25% of rates payable in the previous rating year. This is because it will not be possible to issue an assessment based on the new year's Financial Plan prior to the issuing of the instalment one rate invoice.

Rate penalties

Where rates are not paid on time, penalties will be imposed to provide incentives for payments by due dates.

- 'Current penalties' - A penalty of 10 per cent on so much of any instalment that has been invoiced after 1 July 2003 and which is unpaid after the due date plus two working days;

- ‘First arrears penalty’ - A further penalty of 10 per cent on so much of any rates (including penalties) assessed in any previous financial year and which are unpaid as at 1 October 2003; and
- ‘Second arrears penalty’ - A further penalty of 10 per cent on any rates to which the ‘first arrears penalty’ has been added and which remain unpaid as at 1 April 2004.

Penalties will not be imposed on rates postponed or on current years rates where payment is being made by monthly direct debit nor on any excess water supply targeted rate.

Once imposed, penalties become rates and may be subject to rates remissions. Where the penalty imposition date falls on a day that is not a working day then the next working day convention applies ie Interpretation Act 1999 Section 35 (6).

Payment of Rates

The Council has resolved on the acceptable payment methods.

- Payments by cash will be accepted at any Council service centre office.
- Rates are payable at any Council service centre during normal business hours by cash, EFT/POS cash flow, or cheque made out to the Council
- Cheques may be posted to the Council prior to the due date as evidenced by the postmark
- Payment by credit card will not be accepted.
- Payments by direct debit will be facilitated and encouraged.
- Payment by direct credit or automatic payment will be facilitated.
- Rate payments will be allocated pro rata to the oldest rates due to the Regional Council and City Council unless specifically directed in writing by the ratepayer.

Council not to collect small amounts

The Council has resolved not to collect amounts less than \$20 pa (subject in each case to Council discretion). Where there are several rating units in common usage with small amounts due, the exemption will not apply.

Remissions and Postponement Policy

Rate remission may apply where there is significant public good in the use of the land. In addition there are grounds for remission where penalties have been imposed but there is a reasonable excuse for late payment, or it is just and reasonable to do so.

Postponement will be considered where the ratepayer is experiencing financial hardship.

Rates Remission Policy

1. Remission of current year's rate penalties due to one-off non-payment or where there are timing mis-match issues

Remission statement

Commercial ratepayers will be allowed one current year rate penalty remission in five years and all other ratepayers will be allowed one current year rate penalty remission in two years where the ratepayer can illustrate that a genuine error or oversight has occurred.

Objective of the remission

To avoid penalising ratepayers incurring penalties on current rates:

- (a) who have paid their rates late due to a genuine mistake, or
- (b) who are paying by regular bank transaction and where minor penalties occur due to timing differences.

Conditions and criteria for the remission

- (a) Written applications will generally be required for other than the minor timing mismatch issues.
- (b) Staff may waive the written application provided they are satisfied the full details of the application are recorded.
- (c) The reason for the late payment must be stated and must not be deliberate non-payment.
- (d) It is appropriate that the Council show consideration to ratepayers who have made genuine mistakes provided that it is not a repetitive omission.
- (e) Commercial ratepayers will be allowed one remission in five years and all other ratepayers will be allowed one remission in two years.
- (f) It is expedient to remit penalties where there are minor mis-matches of payments and due dates eg direct debit mis-matches. In these circumstances written applications are not required.
- (g) The outstanding rates (excluding the penalties to be remitted) must be paid in full for the remission to be granted.

Remission applies to

All ratepayers, although with different criteria.

2. Remission of rates penalties imposed where there is an inability to pay

Remission statement

The remission may apply to properties which are the residence of the ratepayer, and applies to penalties which have been imposed in the last two-year period, and/or where payment has been overlooked due to sickness, death or significant financial hardship or generally where it is considered to be just and equitable to do so.

Secondly for any ratepayer, remission of penalties where such action would facilitate immediate payment of all outstanding rates.

Objective of the Remission

To encourage ratepayers who are in arrears due to financial difficulty or other genuine unusual circumstances to make arrangements to clear arrears and keep their payments up to date.

Conditions and criteria for the remission

- (a) Remissions shall be based on written applications. This may be waived in limited circumstances at the discretion of officers.
- (b) Remission of penalties in the latest two-year period in the case of residential properties where payment has been overlooked due to sickness or death or generally where it is considered to be just and equitable to do so.
- (c) Remission of penalties may be considered where there is an offer for immediate settlement of all rates outstanding which can be facilitated by the remission of arrears penalties in addition to remission of the current penalties. This would apply where there are substantial arrears.

Remission applies to

All ratepayers.

3. Remission of current penalties where there is payment in full for the year

Remission statement

Remission of current year penalties where there is payment in full for the year once the full year's rates have been assessed.

Objective of the remission

To encourage payment of current rates in a lump sum or the balance of the current rates where non payment of an instalment has occurred.

Conditions and criteria for the remission

The remission applies where a ratepayer chooses to make payments different from the instalment due dates, typically paid in full on an annual one-payment basis:

- (a) Where the total current year's rates are paid on instalment 2;
- (b) Where instalment 2 has been missed and the balance of the current year's rates is paid by instalment 3 subject to instalment 1 having been paid by the due date.
- (c) Rates must be paid in full without arrears.

Remission applies to

All ratepayers.

4. Remission of rates where the land is used by ‘not-for-profit’ clubs, associations and churches, for sport or for community benefit other than horse or dog racing

Remission Statement

- A. 100% remission of all rates (except excess water supply targeted rate) may be made for ‘not-for-profit’ organisations occupying Council land under lease where there is predominant community benefit.
- B. Remission of rates on other than Council-owned land where it is used by ‘not-for-profit’ community or sports organisations may be granted on the basis of:
 - (a) Up to 100% remission of general rates and uniform annual general charge, and
 - (b) Up to 50% (ie of the rates that would be payable if they were fully rateable) remission of targeted rates for water supply, sewerage, and land drainage rates
 - (c) The remission does not apply to any excess water supply targeted rate or targeted water supply fire connection rate.

Objective of the remission

To encourage the sustainability of community-based organisations and the benefit they provide to community good by part-remitting rates.

Conditions and criteria for the remission

- (a) All remissions are at the discretion of the Council and will be assessed on a case-by-case basis.
- (b) The remission applies where the land is used by qualifying entities, predominantly those that are fully or partially non-rateable under Schedule 1 the Local Government (Rating) Act.
- (c) The remission may include land over which a liquor licence is held provided this is incidental to the primary purpose of occupancy.
- (d) The distinction between those occupying Council land and those on their own land recognises the benefits of independent ownership that accrue to the private land owners.
- (e) The rates payable after the remission are 50% of the full service rates of water, sewerage and land drainage if the rating unit is in the serviced area.
- (f) Applications for the remissions must be in writing. The Council reserves the right to require annual applications to renew the remission or require certification from the applicant that the property is still eligible for the remission and that the land use has not changed.
- (g) It is a precondition of remission that the residual rates are paid in full.
- (h) Qualified applicants who face a significantly lower remission (as compared to the previous policy) as a result of the criteria above may be granted an additional remission to allow an adjustment over several years.

Remission Applies to

All incorporated sport and recreation clubs, associations and community organisations (which includes places of religious worship or used for any branch of the arts) which have within their constitution appropriate clauses to qualify them as charities or where there are clauses which ensure they are ‘not-for-profit’ and where there is, in the opinion of the Council, significant public good which results from the occupation of the land for the purpose of their sport or recreation.

The Council (at its absolute discretion) shall determine the extent of public benefits that are provided to the community. This determination shall be the basis of the extent of the remission.

The remission does not apply to rating units owned or occupied by:

- (a) Chartered clubs – except that a sports area may qualify provided it is significant and is set aside exclusively for that use;
- (b) Political parties;
- (c) Trade unions and associated entities; and
- (d) Any other entity where the benefits are restricted to a class or group of persons, and not to the public generally.

5. Remission of all rates on land occupied and used by the Christchurch City Council for community benefit**Remission statement**

Remission of all rates other than excess water supply targeted rate or targeted water supply fire connection rate on land owned by or used by the Christchurch City Council and which is used:

- (a) For a public garden, reserve, or children’s playground;
- (b) For games and sports (except galloping races, harness races, or greyhound races);
- (c) For a public hall, community centre, library, art gallery, or other similar institution;
- (d) For swimming pools;
- (e) For public conveniences; and
- (f) For any other community benefit use excluding infrastructural asset rating units.

This remission does not apply to land leased to others where in that case the use is not by the Council.

Remission of all rates on land owned by or used by the Christchurch City Council which is used for rental housing.

Objective of the remission

To encourage the sustainability of such facilities in the community by remitting rates.

Conditions and criteria for the remission

To all Council-owned and/or used land where the use is for the purposes above.

Remission applies to

All land owned and/or used by the Council and used for the purposes outlined.

The remission does not extend to land used as Council offices or yards, infrastructural asset rating units, or leased for commercial purposes.

6. Remission of uniform charges and excess water supply targeted or any rate where the Council considers it just and equitable to do so

Remission statement

Remission of additional uniform charges where section 20 of the Act would apply except for the prerequisite of common ownership.

Remission of any uniform charge where the Council has determined that a building consent will not be issued for the primary use of the land (under the City Plan).

Remission of any excess water supply targeted rate that would be offset by unused water allowance from contiguous properties in common usage.

Remissions of any rate where the Council by specific resolution considers it just and equitable to do so.

Objective of the remission

To allow an equitable application of uniform charges and excess water charges where several rating units are used as one, but where there are several different ownerships. Also remission of the UAGC where because of some significant impediment, the rating unit cannot be used for the primary use under the City Plan.

Remission of any rate will allow the Council to correct anomalies.

Conditions and criteria for the remission

The remission applies where ratepayers are related parties and the land is contiguous and is used in common or where the rating unit suffers from a “natural” feature which renders it unsuitable for building.

The balance of the rates must be paid in full without arrears.

The remission of any rate under the latter objective will be by specific resolution of the Council after ratepayer application.

Remission applies to

All ratepayers.

Rates Postponement Policy

1. Postponement policy name

Postponement of rates on land which is the private residence of the ratepayer where the ratepayer is experiencing financial hardship.

Postponement statement

Up to 100% of rates may be postponed for a period determined by the Council where the ratepayer is experiencing financial hardship.

Objective of the postponement

To encourage the owner-occupation of land used in whole or part as the primary residence of the ratepayer where the ratepayer does not have the financial capacity to meet the rates as assessed or the payment of the rates assessed would create financial hardship.

Conditions and criteria for the postponement

The postponement applies:

- (a) where the land is the primary residence owned and occupied by the ratepayer; and
- (b) the ratepayer can demonstrate financial hardship; and
- (c) the ratepayer is over 65 years (generally but not exclusively)
- (d) Younger ratepayers may apply and will be considered on their merits
- (e) Where the applicant, being generally over 65 years of age, has experienced a significant increase in rates following revaluation causing hardship.

Postponement will be considered on individual merits following a written application.

A postponement fee expressed as an annual percentage will be applied to the rates outstanding. The fee will be treated as a rate assessed. The fee will be the Council's 'cost of capital' as published in its Financial Plan and is based on the Council's estimated borrowing costs at three-year fixed rates. Rates penalties will not be applied or will be remitted for any rates that have been postponed.

Rates remain a charge against the property until the property ceases to be the place of residence of the applicant or the criteria no longer applies, at which time the outstanding rates must be paid.

There must be a written application and declaration of eligibility.

The postponement will continue to apply until:

- (a) the ratepayer ceases to be the owner or occupier of the rating unit; or
- (b) the ratepayer ceases to use the property as their residence; or
- (c) until a date specified by the Council;

whichever is the sooner.

Postponement applies to

Any land owned and occupied by the ratepayer as their primary residence.

Transitional arrangements imposed by statute will continue.

2. Transitional postponements

There are transitional postponement provisions provided for in the Act:

- (a) Urban farm postponement continue until change of circumstances.
- (b) Commercial land in rural areas - the special rateable values and rates postponement of the balance continue until the next revaluation.
- (c) Residential land in commercial areas - the special rateable values and rates postponement of the balance continue until the next revaluation.

Once the time period for the properties end or the circumstances change the transitional provisions cease.

3. Postponement – general issues

The postponed rates will remain a charge against the property and must be paid either at the end of the postponement term or when the property is sold. Postponed rates may include rate arrears owing from a previous financial year.

A fee (effectively interest) will be charged annually where rates have been postponed at the end of each rating year on the accrued rates postponed (including any fees) outstanding at the beginning of that financial year, at the Council's estimated cost of capital, currently 6.8% for 2002/03 and 6.90% for 2003/04. This percentage is published every year as part of the Financial Plan and Programme.

Actual Rates Payable – 2002/03 Actual and the 2004 Financial Plan Compared

Capital Value	Year	General Rates		Water Rates \$	Land Drainage \$	Sewerage Rates \$	Total \$
		Uniform Charge \$	By Capital Value \$				
Residential ⁽¹⁾⁽²⁾							
80,000	2003/04	105	278	35	33	66	518
	2002/03	105	276	35	33	52	501
120,000	2003/04	105	417	53	50	99	724
	2002/03	105	414	53	50	77	700
160,000	2003/04	105	556	70	66	132	930
	2002/03	105	552	70	67	103	898
200,000	2003/04	105	695	88	83	165	1,136
	2002/03	105	691	88	84	129	1,096
260,000	2003/04	105	904	114	108	215	1,446
	2002/03	105	898	114	109	168	1,394
300,000	2003/04	105	1,043	132	124	248	1,652
	2002/03	105	1,036	132	126	194	1,592
400,000	2003/04	105	1,391	176	166	330	2,168
	2002/03	105	1,381	176	167	258	2,087
Commercial ⁽¹⁾⁽²⁾							
100,000	2003/04	105	576	42	41	83	847
	2002/03	105	590	43	42	65	844
160,000	2003/04	105	921	67	66	132	1,292
	2002/03	105	944	68	67	103	1,288
200,000	2003/04	105	1,151	84	83	165	1,589
	2002/03	105	1,180	85	84	129	1,583
300,000	2003/04	105	1,727	126	124	248	2,331
	2002/03	105	1,770	128	126	194	2,322
500,000	2003/04	105	2,879	210	207	413	3,814
	2002/03	105	2,950	214	209	323	3,800

Actual Rates Payable – 2002/03 Actual and the 2004 Financial Plan Compared

Capital Value	Year	General Rates		Water Rates \$	Land Drainage \$	Sewerage Rates \$	Total \$
		Uniform Charge \$	By Capital Value \$				
Rural ⁽¹⁾⁽²⁾							
100,000	2003/04	105	255	44	41	86	531
	2002/03	105	250	40	42	68	505
200,000	2003/04	105	509	88	83	171	956
	2002/03	105	501	80	84	136	905
300,000	2003/04	105	764	132	124	257	1,382
	2002/03	105	751	121	126	203	1,306
400,000	2003/04	105	1,019	175	166	343	1,807
	2002/03	105	1,002	161	167	271	1,706
500,000	2003/04	105	1,273	219	207	428	2,233
	2002/03	105	1,252	201	209	339	2,106

Notes:

- (1) Some properties may also be liable for the Targeted Water Supply Fire Connection Rate of \$100 per connection per property, or the Hollis Avenue Extension Targeted Rate.
These have not been included in the examples above.
- (2) Fully serviced properties, and includes a Uniform Annual General Charge of \$105 per property.
- (3) Includes GST and does not include the Canterbury Regional Council Rates.
- (4) 2002/2003 = 2002 Actual rates payable
2003/2004 = 2004 Financial Plan.

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 fair value by reference to their highest and best use 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. Stormwater Infrastructural Assets have been valued using the optimised depreciated replacement cost method at 30 June 2002, by Meritec Limited. Sewerage Infrastructural Assets have been valued using the optimised depreciated replacement cost at 30 June 2000 by the City Solutions Unit of the Council and peer reviewed by Opus International Consultants Limited and Beca Valuations Limited. Roading and Water Reticulation Infrastructural Assets (including Traffic Signals and Bus Shelters) have been valued using the optimised depreciation replacement cost method at 30 June 2001 by Meritec Limited. Land under roads was valued at 30 June 1992, by Quotable Value NZ for rating purposes. Subsequent additions have been recorded at either purchase cost or assessed cost to the subdivider for vested land.

(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 except for Works of Art that have been valued at market value by the Senior Curator of the Christchurch Art Gallery as at 30 June 2000.

(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.

The following lives have been used:

Buildings	15 - 100 years
Office and Computer Equipment	4 - 5 years
Motor Vehicles / Motorised Plant	2 - 16 years
Mobile Plant	2 - 30 years
Leasehold Land Improvements	10 - 100 years
Library Books	3 - 10 years

(ii) Infrastructural Assets

Expenditure on infrastructural asset replacement and renewal is capitalised. Disclosure is in the capital expenditure summary immediately below the Cost of Service Statement on each of the significant activity pages (see pages 44 to 91 of the 2004 Draft Financial Plan). The expensing of these assets is by way of depreciation. This is calculated on a straight line basis. The following economic lives have been used:

Pavement	Subbase	Not Depreciated
	Basecourse	50 - 90 years
	Surface	2 - 63 years
Signs/Lighting		25 years
Kerb & Channel/ Sumps / Berms		80 years
Bridges		70 - 150 years
Bus Furniture		20 - 40 years
Water Supply		55 - 130 years
Water Meters		20 - 25 years
Stormwater		30 - 120 years
Waterways		15 - 120 years
Sewer		50 - 130 years
Treatment Plant		10 - 50 years
Pump Stations		10 - 80 years

Previously sewer, stormwater and water systems, their plant and water meters have been depreciated using the long run average renewals approach (LRARA). The change from 1 July 2003 will increase the overall depreciation provision by \$4.7M.

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

Trust Housing	1% of valuation
Historic Buildings	1% - 4% 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 costs. These costs are apportioned on the book value of the Operational and Infrastructural Assets employed at 1 July 2003.

(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 allocated or charged directly to external service type activities.

External service activities refer to activities which provide a service direct to the public.

Internal service type activities provide support for the external service activities.

Where the user of a service can be identified, for example with City Solutions, the cost recovery is made by way of direct charge. Where this has not been possible, the costs are allocated by way of corporate overhead.

The basis of the corporate overhead allocation is reviewed each year and every attempt is made to relate the allocation made with the service utilised.

Internal service costs which are allocated out as corporate overhead include Corporate Services and Financial Services.

(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 are valued by the share of equity as per the latest Statement of Financial Position. Shares in CCHL are valued at independent market valuation at 30 June 2001.

(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 2003/04 and 2004/05

The projected cost of service for 2003/04 and 2004/05 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 Five Year Capital Expenditure Programme (see pages 119 to 138 of the Financial Plan).

(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 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 2003/04 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 27 March 2003, the date the 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 2002.

(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

Depreciation on sewer, stormwater and water systems, water meters, their plant and infrastructural assets has been changed from LRARA to Straight Line Depreciation. For further details of this change see Specific Accounting Policies (b) Depreciation (ii) Infrastructural Assets. All other policies have been applied on a basis consistent with those in previous years.

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 2003/04 and 2004/05. Where relevant, significant changes between the policies, objectives and activities proposed for 2003/04 and those for 2004/05 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	\$68,000	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 2001, the Council set up a Capital Endowment Fund. This Fund was established using a share of the proceeds from the sale of Orion's North Island gas company.

A sum of \$75M was set aside in the Fund in order to provide an ongoing income stream which can be applied to economic development and civic and community projects.

(The policies relating to the Capital Endowment Fund are contained within the Investment Policy (see pages 191 to 201 of the Draft Financial Plan.)

Capital Endowment Fund Movements	2003/04
	\$
Inflation Adjusted Capital	78,640,406
Civic and Community Funds Unallocated from Earlier Years	142,000

Total Projected Opening Balance 1 July 2003	78,782,406
Plus Net Interest Earnings	4,150,222
Less Drawdowns for Projects (Funding Allocations)	(2,577,414)

Projected Closing Balance 30 June 2004	<u><u>80,355,214</u></u>

CAPITAL ENDOWMENT FUND - FUNDING ALLOCATIONS

	2003/04	2004/05	2005/06
	\$	\$	\$
Estimated Total Available Income From Fund after management expenses	2,577,414	2,632,463	2,688,611
Less not to be allocated until later years (25%)		(658,116)	(672,153)
	-----	-----	-----
Total available for allocation this year	2,577,414	1,974,347	2,016,458
	=====	=====	=====
Economic Development (70%)	1,804,190	1,382,043	1,411,521
Less already allocated:			
Unspecified Economic Development	(1,804,190)		
	-----	-----	-----
Balance available for Economic Development Projects	0	1,382,043	1,411,521
	=====	=====	=====
Civic and Community 30%	773,224	592,304	669,307
Less already allocated:			
Unspecified Community Projects*	(40,724)		
Special Character Area Precinct Upgrade	(200,000)		
Canterbury Museum Trust Board Building and Development Project Grant	(532,500)	(732,500)	(732,500)
	-----	-----	-----
Balance available for Civic and Community Projects	0	(140,196)	(127,563)
	=====	=====	=====

*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

Diversity and its link to Equal Employment Opportunities are about best practice which is a goal of the Council's Giving Value - Being Valued Culture Statement. A diverse workforce will be able to meet the needs of the Council's diverse customers and communities.

Diversity is about all of us. The concept of diversity encompasses acceptance and respect and it means understanding that each individual is unique. It is about understanding each other and moving beyond simple tolerance to embracing and celebrating the rich dimensions of diversity contained within each individual.

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. Processes and procedures will be regularly reviewed to ensure good management practice in valuing diversity.

Principles of Diversity

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

- At the Christchurch City Council we are committed to the principle that all workers should be encouraged and provided with the resources to contribute to the organisation's goals to the best of their abilities and experience.
- We believe that in order for people to be able to give their best to the organisation they must feel the things that make them unique such as culture, language, age, abilities/disabilities and gender are respected.
- We believe that an individual's differences as well as similarities compared to others can be valuable resources to the organisation.
- We believe that diversity management is about appreciating diversity in ways that allow it to work for the organisation while at the same time affirming the individual.

Diversity and Good Management

Working with diversity requires sensitivity, understanding, respect, and a commitment to giving everyone a fair go while ensuring the best fit possible between people and organisational goals. It entails a focus on three broad areas:

- Valuing diversity
- Employment equity
- Good management practice

- **Valuing Diversity**

Valuing diversity means understanding and utilising the advantages and benefits of differences within the workforce.

People and organisations who value diversity are interested in identifying and overcoming barriers that prevent effective interaction between people, and in creating a work environment which welcomes and fosters diversity.

An awareness of an understanding of diversity would include improved - team work, individual performance, customer service, customer relations, staff relations and the reduction of conflict.

- **Employment Equity**

For any position selection decisions will be made on merit, qualifications and work history relating to the position to be filled, in other words a person's ability to do the job. All employees have the opportunity to develop to their full potential and are encouraged to do so.

- **Good Management Practice**

Good management practice starts with the individual in the organisation recognising their own personal unique talents and experience and working out ways to use these to improve their work practices.

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

Diversity is about realising the potential of people in an environment accepting of difference and change.

Christchurch City Council supports flexible work practices and employment arrangements to support diversity in the workplace.

Equal Employment Opportunity (EEO)

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

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

2.2.0

Draft Corporate Plan
2003/04 Edition

*BUDGET TABLES
AND FINANCIAL MODEL*

TABLE I RATEPAYERS CURRENT ACCOUNT

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
NET EXPENDITURE		
Total Net Cost For Council Functions - See Table II	133,881,007	143,082,610
Infrastructural Assets - See Table II	60,886,360	59,277,913
Fixed Assets - See Table II	42,729,208	28,873,709
Restricted Assets - See Table II	7,221,491	6,034,953
Appropriations to Reserves - See Table VI	10,303,293	8,124,734
Corporate Financing Costs - See Table V	(47,521,798)	(55,588,196)
Loan to Jade Stadium Ltd	0	0
Loan / Investment in CCFL	0	24,000,000
Vested Assets (Provision For)	15,000,000	15,000,000
	-----	-----
NET EXPENDITURE REQUIRING FUNDING	222,499,561	228,805,723
SOURCES OF FINANCE		
Jade Stadium Ltd Loan Repayment	(1,500,000)	(1,500,000)
Draw Down from Reserves - See Table VI	(10,039,447)	(6,350,438)
Loans Raised (New Works)	(1,505,000)	(24,850,000)
Surplus Capital to Reserve for investment	(47,541,644)	(27,639,292)
Penalties on Late Rating Payments	(1,400,000)	(1,400,000)
Vested Assets Received	(15,000,000)	(15,000,000)
	-----	-----
TOTAL CORPORATE FUNDING	(76,986,091)	(76,739,731)
	-----	-----
TOTAL NET REQUIREMENT FROM RATES	145,513,470	152,065,993
GST ON RATES @ 12.5%	18,189,184	19,008,249
	-----	-----
RATES REQUIREMENT	163,702,654	171,074,242
	=====	=====
Plus Provision for increased revenue from capital value increase in 2002/2003	2,250,000	

	165,952,654	
	=====	
PERCENTAGE CHANGE FOR 2003/2004		3.09%

TABLE II MASTER SUMMARY

GROSS ESTIMATED EXPENDITURE AND REVENUE 2003/2004

	(A)	(B)	(C)	(D)	(E)	(F)	(I)	(J)
	DIRECT	EXPENDITURE:	TOTAL	EXTERNAL	INTERNAL	TOTAL	COST	INFRASTRUCTURAL
	COSTS	OVERHEAD/ RENT/DEPN/ Landfill A/Care Amortis.	COSTS	REVENUE	O/HEADS/RENTS & CHARGES	REVENUE	OF SERVICE	RESTRICTED & FIXED ASSETS
A. FUNDED FROM RATES:								
Public Accountability	3,531,892	4,812,828	8,344,720	0	-25,000	-25,000	8,319,720	3,000
Corporate Revenues, Expenses & Grants	9,865,867	4,952,595	14,818,462	-48,009,608	-1,366,806	-49,376,414	-34,557,952	4,297,910
Project Funding	0	0	0	0	0	0	0	0
Unspecified Operating Provision	0	0	0	0	0	0	0	0
Unspecified Capital Carryforwards	0	0	0	0	0	0	0	-6,000,000
Unspecified Capital Provision	0	0	0	0	0	0	0	0
	13,397,759	9,765,423	23,163,182	-48,009,608	-1,391,806	-49,401,414	-26,238,232	-1,699,090
City Managers Office	612,277	31,407	643,684	0	-643,684	-643,684	0	1,000
Operations Section Corporate Office	6,925,504	548,893	7,474,397	-135,734	-5,219,226	-5,354,960	2,119,437	28,500
Policy Section Corporate Office	1,762,762	100,891	1,863,653	-0	-333,070	-333,070	1,530,583	3,000
Finance Section Corporate Office	710,010	30,682	740,692	-384,494	-356,198	-740,692	0	2,000
Human Resources Section Corporate Office	943,318	165,146	1,108,464	0	-1,108,464	-1,108,464	0	7,500
Business Projects Section Corporate Office	247,805	33,147	280,952	0	-280,952	-280,952	0	2,500
Information & Planning Section Corporate Office	10,171,781	2,562,250	12,734,032	-273,000	-5,553,997	-5,826,997	6,907,035	772,200
Legal & Secretariat Section Corporate Office	1,680,359	187,348	1,867,707	0	-1,867,707	-1,867,707	0	4,500
Corporate Services	7,987,164	1,703,363	9,690,527	-1,115,559	-8,618,149	-9,733,708	-43,180	1,677,040
	31,040,980	5,363,128	36,404,108	-1,908,787	-23,981,447	-25,890,234	10,513,874	2,498,240
Financial Services	5,975,493	1,180,880	7,156,373	-656,067	-6,500,306	-7,156,373	0	25,000
	5,975,493	1,180,880	7,156,373	-656,067	-6,500,306	-7,156,373	0	25,000

TABLE II MASTER SUMMARY

GROSS ESTIMATED EXPENDITURE AND REVENUE 2003/2004

	(A)	(B)	(C)	(D)	(E)	(F)	(I)	(J)
	DIRECT	EXPENDITURE:	TOTAL	EXTERNAL	REVENUE:	TOTAL	COST	INFRASTRUCTURAL
	COSTS	OVERHEAD/ RENT/DEPN/ Landfill A/Care Amortis.	COSTS	REVENUE	INTERNAL O/HEADS/RENTS & CHARGES	REVENUE	OF SERVICE	RESTRICTED & FIXED ASSETS
A. FUNDED FROM RATES:								
Community Relations	10,887,694	2,987,857	13,875,551	-1,226,432	-1,630,875	-2,857,307	11,018,244	162,500
	10,887,694	2,987,857	13,875,551	-1,226,432	-1,630,875	-2,857,307	11,018,244	162,500
City Solutions	8,396,570	763,515	9,160,085	-750,000	-8,490,085	-9,240,085	-80,000	65,000
Environmental Services	14,239,990	1,630,503	15,870,493	-8,356,945	-737,443	-9,094,388	6,776,105	29,100
Employment & Economic Development	6,858,804	3,307,898	10,166,701	-142,000	-0	-142,000	10,024,701	430,000
Management Information Services	4,393,471	1,221,606	5,615,078	0	-5,615,078	-5,615,078	0	900,000
	33,888,835	6,923,522	40,812,357	-9,248,945	-14,842,605	-24,091,550	16,720,806	1,424,100
Libraries & Information Services	15,988,173	9,069,216	25,057,388	-1,953,764	-688,307	-2,642,071	22,415,317	4,936,500
Art Gallery	5,267,241	1,174,071	6,441,312	-964,700	-305,000	-1,269,700	5,171,612	386,801
Leisure	19,004,772	3,962,337	22,967,109	-8,489,134	-638,709	-9,127,843	13,839,267	1,954,000
Car Parking	6,561,812	4,213,029	10,774,841	-13,224,600	-366,800	-13,591,400	-2,816,559	774,400
Property Management	1,541,220	588,864	2,130,084	-336,085	-927,496	-1,263,581	866,503	-270,500
Housing Management	1,254,906	137,767	1,392,674	0	-1,392,674	-1,392,674	0	0
Property - Asset Management	6,077,529	5,178,422	11,255,951	-2,493,125	-16,146,117	-18,639,242	-7,383,291	6,217,572
	55,695,653	24,323,706	80,019,359	-27,461,408	-20,465,102	-47,926,510	32,092,849	13,998,773

TABLE II MASTER SUMMARY

GROSS ESTIMATED EXPENDITURE AND REVENUE 2003/2004

	(A)	(B)	(C)	(D)	(E)	(F)	(I)	(J)
	EXPENDITURE:			REVENUE:			COST OF SERVICE	INFRASTRUCTURAL RESTRICTED & FIXED ASSETS
	DIRECT COSTS	OVERHEAD/ RENT/DEPN/ Landfill A/Care Amortis.	TOTAL COSTS	EXTERNAL REVENUE	INTERNAL O/HEADS/RENTS & CHARGES	TOTAL REVENUE		
A. FUNDED FROM RATES:								
City Water & Waste	41,849,045	20,503,342	62,352,387	-24,889,379	-5,552,625	-30,442,004	31,910,383	26,178,711
Parks & Wetlands	28,493,385	4,951,084	33,444,469	-2,271,569	-1,434,452	-3,706,021	29,738,448	13,840,797
City Streets	25,429,902	27,195,267	52,625,169	-15,271,931	-27,000	-15,298,931	37,326,238	37,757,544
	95,772,332	52,649,693	148,422,025	-42,432,879	-7,014,077	-49,446,956	98,975,069	77,777,052
TOTAL NET COST - RATING ACCOUNTS	246,658,745	103,194,208	349,852,953	-130,944,126	-75,826,217	-206,770,343	143,082,610	94,186,575
Depreciation Add back		61,721,949						
B. SEPARATELY FUNDED ACCOUNTS:								
Dog Control	1,149,326	389,881	1,539,207	-1,468,131	0	-1,468,131	71,076	0
EPH Housing	6,912,929	1,134,524	8,047,453	-11,196,000	0	-11,196,000	-3,148,547	2,007,300
Public Rental Housing	17,686	5,150	22,836	-54,380	0	-54,380	-31,544	0
Trust Housing	33,309	8,252	41,561	-85,000	0	-85,000	-43,439	0
Owner /Occupier Housing	34,017	0	34,017	-31,200	0	-31,200	2,817	0
Tenancy Services/Welfare/Policy Advice	199,500	1,783,537	1,983,037	-4,000	-1,249,094	-1,253,094	729,943	13,200
TOTAL NET COST - SEPARATELY FUNDED ACCOUNTS	8,346,767	3,321,344	11,668,111	-12,838,711	-1,249,094	-14,087,805	-2,419,694	2,020,500
GRAND TOTAL	255,005,512	106,515,552	361,521,064	-143,782,837	-77,075,311	-220,858,148	140,662,916	96,207,075

TABLE III CORPORATE EXPENSES AND REVENUES

	2002/2003 BUDGET	2003/2004 BUDGET
	\$	\$
OUTPUT : COMMUNITY FACILITIES AND SERVICES		
Museum Trust Board Levy	2,955,834	3,321,034
Museum Trust Board ex-Gratia Payment	515,887	515,887
Museum Trust Board Building & Development Project Grant (*1)	1,532,500	820,500
Riccarton Bush Trust Levy	108,310	108,310
Riccarton Bush Trust Operating Grant	65,778	69,259
Riccarton Bush Trust Capital Grant	50,000	50,000
Subvention Payment (Travis Finance Ltd)	548,000	0
Interest Expense (re: Travis Finance Ltd)	481,000	0
Interest Expense (re: Jade Stadium Funding)	3,076,800	2,916,650
Interest Expense (re: CCFL Equity/Loan)		810,000
Alloc O/Head - Corporate Overhead	290,500	308,723
OUTPUT : CORPORATE DEVELOPMENT		
Professional Fees	340,000	240,000
Trading Activities Professional Advice	50,000	50,000
Organisational Development	270,000	170,000
Efficiency Reviews (*3)	170,000	100,176
Inflation Contingency	300,000	0
Project Contingencies	225,000	225,000
Energy Efficiency Projects	300,000	300,000
Capital Endowment Fund - Fund Management Expenses (*2)	0	75,000
Depreciation of Rates Capitalisation Costs	18,630	57,208
OUTPUT : EMERGENCY SERVICES		
Civil Defence (includes CRC Levy)	764,517	751,201
Rural Fire Fighting	415,486	410,036
OUTPUT : GRANTS TO COMMUNITY		
As per Schedule of Grants (Table IV)	3,206,844	3,319,478
TOTAL CORPORATE EXPENSES	<u>15,685,085</u>	<u>14,618,462</u>

TABLE III CORPORATE EXPENSES AND REVENUES

	2002/2003 BUDGET	2003/2004 BUDGET
	\$	\$
OUTPUT : CORPORATE REVENUES		
Petroleum Tax	2,000,000	2,050,000
Dividends and Interest from CCHL	28,900,000	28,900,000
Dividends from CCHL (Special)	3,423,000	0
Interest on Investments	5,463,782	4,410,290
Interest on Investments - Capital Endowment Fund	4,456,730	4,225,222
Interest on Special Funds & Trust Funds	1,382,966	1,507,545
Interest on Investments - Internal Financing (Housing)	602,876	569,556
Travis Finance Ltd Interest	518,000	0
Jade Stadium Ltd Interest	3,118,800	2,956,550
Christchurch City Facilities Ltd Interest		810,000
Cash In Lieu of Reserves - Central	200,000	200,000
Cash In Lieu of Reserves - Suburban	2,750,000	2,750,000
Internal Rates on CCC Housing	550,887	797,250
ACC Corporate Recovery	400,000	0
	-----	-----
TOTAL CORPORATE REVENUES	53,767,041	49,176,414
NET BENEFIT TO RATEPAYERS (To Table II)	<u>(38,081,956)</u>	<u>(34,557,952)</u>
CORPORATE CAPITAL EXPENDITURE		
Lyttelton Boating Facilities - Access/Breakwater provision	1,500,000	1,500,000
Capital Contingency Provision	2,000,000	2,000,000
Capital Financing Costs (Rates)	745,215	797,910

(*1) Partially funded from Interest on Capital Endowment Fund - 2002/03 \$532,500 , 2003/04 \$532,500

(*2) Funded from Interest on Capital Endowment Fund

(*3) Funded from Corporate Restructuring Reserve

TABLE IV GRANTS TO COMMUNITY ORGANISATIONS

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : COMMUNITY SERVICES		
Community Development Fund	432,000	439,000
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	0
Combined Citizens Advice Bureaux		60,000
(1) Kingdom Resources Trust	30,000	30,000
Christchurch City Mission Walsh House	40,000	40,000
Christchurch East School	12,200	0
Volunteering Canterbury	15,000	15,000
Adult Reading Assistance Scheme	15,000	15,000
Newell House	15,000	20,000
Cholmondeley Children's Home	20,000	15,000
(2) Te Runanga O Nga Maata Waka	40,000	40,000
(3) Wai Ora Trust	30,000	30,000
(4) Rewi Alley Chinese School	34,100	34,000
Beneficiaries Advisory Service	17,000	18,000
Tennants Protection Association	10,000	15,000
Solo Women as Parents	10,000	10,000
Refugee and Migrant Centre	10,000	20,000
(5) Home Made Partnerships Trust (Supergrans)	25,000	25,000
Hohepa Canterbury	25,000	25,000
Womens Centre	10,000	12,500
Canterbury Neighbourhood Support	20,000	20,000
(6) Christchurch Asian Youth Trust	25,000	25,000
Restorative Justice Service	15,000	15,000
(7) Youthline Centre South Island	25,000	25,000
(8) Anglican Care Family and Community Div		15,000
(9) Christchurch Early Intervention TrustThe Champion Centre	40,000	40,000
Disabled Person Assembly ChCh and Districts	10,000	12,000
Family Help Trust		30,000
K2 Trust Christchurch		15,000
(10) Refugee Resettlement Support		10,000

TABLE IV GRANTS TO COMMUNITY ORGANISATIONS

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
(11) Te Whatu Manawa Maoritaga O Rehua Marae Trust		22,000
The Peace Foundation Disarmament & Security centre		15,000
(12) Therapeutic Arts trust		25,000
	-----	-----
	1,039,300	1,216,500
OUTPUT : ECONOMIC DEVELOPMENT AND EMPLOYMENT		
Events Seeding Grants	160,000	160,000
Orana Park	150,000	175,000
Science Alive	225,000	200,000
Christchurch Christmas Parade Trust	40,000	40,000
(13) NZ Conservation Trust	20,000	15,000
Conference and Similar Events bridging	0	
Birdlands Sanctuary Trust	30,000	30,000
	-----	-----
	625,000	620,000
OUTPUT : ARTS & HERITAGE		
Community Arts Council (Administrative Support)	6,500	7,500
Creative Communities	200,000	200,000
National Marae	65,000	65,000
Ferrymead Trust	155,000	155,000
Christchurch Symphony Orchestra	290,000	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	60,000	60,000
Tramway Historical Society Inc	10,000	10,000
Arts Centre	10,000	0
Theatre Royal	55,000	45,000
Christchurch Civic Music Council	5,000	5,000
Christchurch Drama Centre	14,000	0
Arts Centre Artist in Residence	10,000	15,000
Christchurch Operatic (Showbiz Christchurch)		25,000
	-----	-----
	1,077,500	1,074,500

TABLE IV GRANTS TO COMMUNITY ORGANISATIONS

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : RECREATION & SPORT		
Sport and Recreation New Zealand (SPARC) - Community Sports Fund	350,000	0
Canterbury Surf Life Saving Association	117,800	128,870
Ruapuna Development	40,000	45,000
(14) Canterbury Lawn Tennis Association	75,000	50,000
(15) Parafed Canterbury	18,000	15,000
Table Tennis Canterbury	26,500	0
(16) Sumner Lifeboat Institution	32,825	32,600
Crighton Cobbers	10,000	10,000
Canterbury Gymsports Incorporated	10,000	0
	-----	-----
	680,125	281,470
OUTPUT : ENVIRONMENT & PARKS		
Christchurch Beautifying Association	25,000	25,000
Orton Bradley Park	30,000	30,000
Summit Road Society	20,000	20,000
Port Hills Parks Trust Board	20,000	20,000
Canterbury Horticultural Society	3,000	6,000
	-----	-----
	98,000	101,000
OUTPUT : CORPORATE SERVICES		
Management Reviews	15,000	15,000
Allocated Costs Leisure Unit	116,622	114,982
Allocated Overhead - Corporate Overhead	105,297	96,026
	-----	-----
	236,919	226,008
	-----	-----
TOTAL COST GRANTS	3,756,844	3,519,478

TABLE IV GRANTS TO COMMUNITY ORGANISATIONS

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
REVENUE		
Sport and Recreation New Zealand (SPARC) Subsidy	350,000	
Creative Communities Funding	200,000	200,000
	-----	-----
	550,000	200,000
	-----	-----
NET COST GRANTS (To Table III)	3,206,844	3,319,478
	=====	=====
FINANCING TRANSFERS		
- TRANSFER TO SPECIAL FUNDS (FROM RATES)		
(9) Conferences & Similar Events Bridging Loan Fund	150,000	100,000
	-----	-----
TOTAL FINANCING TRANSFERS	150,000	100,000
	-----	-----
TOTAL NET COST INCLUDING FINANCING TRANSFERS	3,356,844	3,419,478
	=====	=====

Notes:

The following future commitments have been made:

- (1) Kingdom Resources Trust - 2003/04 \$30,000, Year one of a three year commitment.
- (2) Te Runanga O Nga Maata Waka - 2003/04 \$40,000, year two of a three year commitment
- (3) Wai Ora Trust - 2003/04 \$30,000, year two of a three year commitment
- (4) Rewi Alley Chinese School - 2003/04 \$14,100, year three of a five year commitment to repay loan and interest and \$20,000 co-ordinators salary year one of a three year co
- (5) Home Made Partnerships - 2003/04 \$25,000, year two of a three year commitment
- (6) Christchurch Asian Youth Trust - 2003/04 \$25,000, year two of a three year commitment.
- (7) Youthline Central South Island - 2003/04 \$25,000, year two of a three year commitment
- (8) Anglican Care Family and Community Division - 2003/04 \$15,000, year one of a three year commitment
- (9) Christchurch Early Intervention Trust The Champion Centre - 2003/04 \$40,000, year two of a three year commitment
- (10) Refugee Resettlement Support - 2003/04 \$10,000, year one of a three year commitment.
- (11) Te Whatu Manawa Maoritaga O Rehua Marae Trust - 2003/04 \$22,000 year one of a five year commitment to service a Council loan.
- (12) Therapeutic Arts Trust - 2003/04 \$25,000, year one of a three year commitment.
- (13) NZ Conservation Trust - 2003/04 \$15,000, 2004/05 \$10,000.
- (14) Canterbury Lawn Tennis Association - 2003/04 \$50,000, 2004/05 \$40,000, 2005/06 \$30,000
- (15) Parafed Canterbury - 2003/04 \$15,000, year two of a three year commitment.
- (16) Summer Lifeboat Institution - 2003/04 \$7,600 ongoing inflation adjusted support for slipway maintenance insurance and power.

TABLE V CORPORATE FINANCING COSTS

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
INTEREST ON LOANS		
Interest on Loans from Rates -Existing Debt	6,984,187	6,667,612
Interest on Loans Proposed Borrowings 2003/2004	75,444	833,930
Interest on Renewal Loans to Raise (Excluding JSL, CCFL & Travis) 2003/2004	(3,557,800)	(3,726,650)
Interest on Defeased Loans	12,546	6,840
Sinking Fund Withdrawal for Defeased Loans	(12,546)	(6,840)
	-----	-----
Sub Total	3,501,831	3,774,892
Interest on Jade Stadium Borrowings	3,076,800	2,916,650
Interest on CCFL Borrowings		810,000
Interest on Travis Finance Ltd Borrowings	481,000	0
	-----	-----
TOTAL LOAN SERVICING	7,059,631	7,501,542
LOAN PRINCIPAL MOVEMENTS		
Loans Repaid - Works Dev Loans	11,500,000	23,542,200
Loans Repaid - Defeased Loans	82,322	39,000
Renewal Loans Raised	0	(10,106,000)
Sinking Fund Instalments made	1,216,086	698,172
Sinking Fund Withdrawals - Renewals	(1,708,276)	(9,577,592)
Sinking Fund Withdrawals - Defeased Loans	(82,322)	(39,000)
Loan Repayment Reserve Contributions - CCC Debt	604,328	335,581
Loan Repayment Reserve Contributions - CCHL Debt	3,600,000	3,600,000
Debt Repayment Reserve - Renewal Loan Funding	(8,291,724)	(2,358,608)
	-----	-----
TOTAL LOAN SERVICING	13,980,045	13,635,295
Add Back		
- Depreciation (Rating Activities Only)	(53,720,711)	(61,721,949)
- Debt Servicing (Rating Activities Only)	(3,501,831)	(3,774,892)
- Debt Servicing (JSL Loans)	(3,076,800)	(2,916,650)
- Debt Servicing (CCFL Loans)		(810,000)
- Debt Servicing (Travis Finance Ltd Loans)	(481,000)	0
- Landfill After Care Amortisation	(721,500)	(0)
	-----	-----
	(61,501,843)	(69,223,491)
	-----	-----
NET BENEFIT - CORPORATE FINANCING	(47,521,798)	(55,588,196)
(to Table I)	=====	=====

TABLE VI FINANCING TRANSFERS

	2002/2003	2003/2004
	BUDGET	BUDGET
	\$	\$
RATE FUNDED FINANCING TRANSFERS		
TRANSFERS FROM RESERVE AND OTHER FUNDS		
Cash In Lieu - CCC Parks	(4,427,319)	(3,320,244)
Historic Places Fund	(300,000)	0
Non Conforming Uses Fund	(150,000)	(150,000)
Emergency Capital Fund	0	(551,938)
Town Hall Education Fund	0	0
City Care Contingency		(1,153,774)
Northwest Stadium Fund		(12,519)
Endowment Land Reserve (Property)		(499,614)
History of CDB		(43,119)
Road & Property Purchase Res.		(100,473)
Plant Renewal Fund	(1,428,128)	0
Restructuring Reserve	(170,000)	(100,176)
Water Supply Upgrading Reserve	(350,000)	(350,000)
Stirrat Bequest (Trust A/c - Art Gallery)	(14,000)	(14,000)
Kathleen Stuart Hutton (Trust A/c - Art Gallery)	0	(54,581)
Income Equalisation Fund	(3,200,000)	0
	-----	-----
TOTAL TRANSFERS FROM RESERVES (To Table I)	(10,039,447)	(6,350,438)
	=====	=====
TRANSFERS TO FUNDS		
Emergency Capital Fund	0	0
Capital Endowment Fund	3,253,230	1,572,808
Capital Endowment Fund (Civic & Community Unallocated)	142,000	40,724
Cash In Lieu - CCC Parks (Contributions)	2,950,000	2,950,000
Historic Places Fund	300,000	300,000
Non Conforming Uses Fund	150,000	150,000
Water Upgrading Reserve	550,000	627,000
Kilmore St Carpark Depreciation Reserve Fund	3,000	3,000
Dog Control Account (Rate Payer General Benefit)	0	123,137
Plant Renewal Fund	21,333	0
Plant Renewal Fund (Sale of Plant)	279,264	0
Burwood Landfill Stage 2C Aftercare Fund	721,500	738,000

TABLE VI FINANCING TRANSFERS

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
Accident Insurance Reserve Fund	400,000	0
Conferences & Similar Bridging Loan Fund	150,000	100,000
Jellie Park Upgrade Fund		12,519
Interest on Special Funds & Trust Funds (See Table VIII)	1,382,966	1,507,545
	-----	-----
TOTAL TRANSFERS TO FUNDS (To Table I)	10,303,293	8,124,734
	=====	=====
NET FINANCING TRANSFERS	263,846	1,774,295
	=====	=====
SEPERATELY FUNDED FINANCING TRANSFERS		
TRANSFERS FROM RESERVE AND OTHER FUNDS		
Dog Control Account	51,218	(29,749)
Reg Adams Development Fund		0
Housing Development Fund	(2,758,492)	(2,749,943)
	-----	-----
TOTAL TRANSFERS FROM RESERVES	(2,707,275)	(2,779,692)
	=====	=====
TRANSFERS TO FUNDS		
Dog Control Account		0
Reg Adams Development Fund	49,893	51,691
Housing Development Fund	2,917,483	3,614,648
	-----	-----
TOTAL TRANSFERS TO FUNDS	2,967,376	3,666,339
	=====	=====
NET FINANCING TRANSFERS	260,101	886,647
	=====	=====

(Note - Debt Repayment Reserve, Loan Repayment Reserve and Sinking Funds are all treated like Sinking Funds and shown in the Debt Table - Refer Table VII)

TABLE VII PUBLIC DEBT SUMMARY 2003/2004

				RATE FINANCED \$	DEFEASED LOANS \$	SEPARATELY FUNDED \$	TOTAL \$
<u>EXTERNAL DEBT LIABILITIES</u>							
Balance Outstanding - 1 July 2003:							
Existing Council Loans	1 July 2003	maturities 1 - 18 years		83,422,200	135,820	1,614,643	85,172,663
2001/2002 Capital Expenditure C/Fwd - Balance to raise	2002/2003			0			0
				83,422,200	135,820	1,614,643	85,172,663
Plus Borrowings 2003/2004:							
New Borrowing Required (refer Financial Model)	2003/2004	maturities 5 - 7 years		24,850,000			24,850,000
Renewal Loans	2003/2004			10,106,000		590,000	10,696,000
Total Loans before Repayments				118,378,200	135,820	2,204,643	120,718,663
Less Repayments during 2003/2004:							
Loan Repayments				23,542,200	39,000	844,594	24,425,794
Estimated Total Council Loans - 30 June 2004				94,836,000	96,820	1,360,049	96,292,869
GROSS PUBLIC DEBT ESTIMATED - 30 JUNE 2004				94,836,000	96,820	1,360,049	96,292,869
GROSS PUBLIC DEBT ESTIMATED - 1 JULY 2003				83,422,200	135,820	1,614,643	85,172,663
INCREASE (DECREASE) - 2003/2004				11,413,800	(39,000)	(254,594)	11,120,206
<u>MATURITY PROFILE INCLUDING CURRENT YEAR REPAYMENTS</u>							
Maturities During 2003/2004							
• Works Development loans				3,000,000	39,000	710,000	3,749,000
• Capital Funding loans				19,042,200			19,042,200
• Jade Stadium Development loan				1,500,000			1,500,000
• Housing table loans						134,594	134,594
	Total Maturing 2003/2004			23,542,200	39,000	844,594	24,425,794
	Total Maturing 2004/2005			37,000,000	75,000	300,737	37,375,737
	Total Maturing 2005/2006			0	21,820	115,196	137,016
	Total Maturing 2006/2007			20,000,000	0	88,342	20,088,342
	Total Maturing Later			2,880,000	0	265,774	3,145,774
Total Council Loans (Estimated 1 July 2003)				83,422,200	135,820	1,614,643	85,172,663
2001/2002 Capital Expenditure C/Fwd - Balance to raise		Total Maturing Later		0			0
Proposed 2003/2004 Renewal Loan Borrowings		Total Maturing Later		10,106,000	0	590,000	10,696,000
Proposed 2003/2004 New Works Borrowings		Total Maturing Later		24,850,000	0	0	24,850,000
Less Maturities 2003/2004				-23,542,200	-39,000	-844,594	-24,425,794
Total Council Loans (Estimated 30 June 2004)				94,836,000	96,820	1,360,049	96,292,869
TOTAL MATURITIES DURING 2003/2004				23,542,200	39,000	844,594	24,425,794
FINANCED BY:							
Renewal Loans to Raise				10,106,000		590,000	10,696,000
Debt Repayment Reserve Drawings				2,358,608			2,358,608
Loan Repayment Reserve Drawings				0			0
Sinking Funds Withdrawn				9,577,592	39,000	120,000	9,736,592
Table Loans Principal from Housing Funds						134,594	134,594
Repayments by Borrowers	Jade Stadium Ltd			1,500,000			1,500,000
Corporate Financing				0			0
Total Financing - Maturing Loans				23,542,200	39,000	844,594	24,425,794

TABLE VII PUBLIC DEBT SUMMARY 2003/2004

				RATE FINANCED \$	DEFEASED LOANS \$	SEPARATELY FUNDED \$	TOTAL \$
<u>ESTIMATED SERVICING COSTS ON COUNCIL LOANS DURING 2003/2004</u>							
Interest Expense from Rates:							
Existing Council Loans (1 July 2003)	Stock Loans	(incl Jade Stadium loan)		6,667,612	6,840		6,674,452
C/Fwd Capex 2001/2002 - Balance to raise	Stock Loans	6.75%		0			0
Proposed Renewal Loan Borrowings	Stock Loans	6.75%		0			0
Proposed New Works Borrowings	Stock Loans			833,930			833,930
Total Interest - Rates Funded Loans				7,501,542	6,840	0	7,508,383
Interest Expense from Separate Funds:							
BIPP Loan	Stock Loans					47,357	47,357
Housing Loans	Table Loans					45,271	45,271
Total Interest - Seperate Loans						92,628	92,628
Total Interest Expense All Loans	2003/2004			7,501,542	6,840	92,628	7,601,011
<u>Less</u> CCC Interest Recovery from Jade Stadium Ltd (Refer Corporate Revenues)				-2,916,650			-2,916,650
<u>Less</u> CCC Interest Recovery from CCFL (Refer Corporate Revenues)				-810,000			-810,000
<u>Less</u> Other Interest Recoveries (External BIPP users, Defeased loans)					-6,840	-47,357	-54,197
Total Interest Recoveries				-3,726,650	-6,840	-47,357	-3,780,847
NET INTEREST EXPENSE TO COUNCIL 2003/2004 (To Table V)				3,774,892	0	45,271	3,820,163
Contributions to Loan Principal Repayment Provisions							
Sinking Fund Instalments				698,172		27,655	725,827
Loan Repayment Reserve Instalments		for CCC existing debt		335,581			335,581
Loan Repayment Reserve Instalments		for CCHL debt		3,600,000			3,600,000
Total Loan Principal Repayment Provisions				4,633,753	0	27,655	4,661,408
NET LOAN SERVICING COSTS TO COUNCIL 2003/2004				8,408,645	0	72,926	8,481,571

TABLE VII PUBLIC DEBT SUMMARY 2003/2004

				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 2003	Estimate		52,494,330			52,494,330
Repayments from Housing Development Fund	2003/2004			510,706			510,706
Drawings - Renewal Loan Funding	2003/2004			-2,358,608			-2,358,608
Drawings - Capex Funding & Other Movements	2003/2004	For CCC Capex		-27,639,292			-27,639,292
Estimated Balance Debt Repayment Reserve 30 June 2004				23,007,136			23,007,136
Loan Repayment Reserve							
Balance Loan Repayment Reserve	1 July 2003	Estimate		1,849,589			1,849,589
Contribution to Loan Repayment Reserve	2003/2004	for CCC existing debt		335,581			335,581
Contribution to Loan Repayment Reserve	2003/2004	for CCHL debt		3,600,000			3,600,000
Earnings Accruing to Loan Repayment Reserve	2003/2004	5.50%		106,342			106,342
Drawings from Loan Repayment Reserve	2003/2004			0			0
Estimated Balance Loan Repayment Reserve 30 June 2004				5,891,511			5,891,511
Sinking Funds							
Balance Sinking Funds	1 July 2003	Estimate		12,183,598	1,624,167	92,803	13,900,568
Contribution to Sinking Funds	2003/2004			698,172	0	27,655	725,827
Earnings Accruing to Sinking Funds	2003/2004			680,540	84,546	5,484	770,570
Drawings from Sinking Funds	2003/2004	Principal		-9,577,592	-39,000	-120,000	-9,736,592
Drawings from Sinking Funds	2003/2004	Interest			-6,840		-6,840
Estimated Balance Sinking Funds 30 June 2004				3,984,718	1,662,873	5,942	5,653,533
TERM PUBLIC DEBT ESTIMATED 30 JUNE 2004				61,952,635	-1,566,053	1,354,107	61,740,690
TERM PUBLIC DEBT ESTIMATED 1 JULY 2003				16,894,684	-1,488,347	1,521,840	16,928,177
NET INCREASE (DECREASE) 2003/2004				45,057,952	-77,706	-167,733	44,812,513

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 2003/2004.

Note 5: Total loans repayable from housing funds including internal financing to June 2004 is estimated at \$8,680,075

TABLE VIII SCHEDULE OF SPECIAL FUND ACCOUNT MOVEMENTS 2003/2004

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

FUND ACCOUNT	PROJECTED	REVENUE			int rate	EXPENDITURE		PROJECTED
	OPENING	CONTRIBUTIONS		5.50%	PURCHASES		BALANCE	
	BALANCE	APPROPRIATIONS		TOTAL	APPROPRIATION			
	1/7/2003			INTEREST	REVENUE			30/6/2004
SPECIAL FUNDS - GENERAL								
Capital Endowment Fund	78,640,406		1,572,808		1,572,808			80,213,214
Capital Endowment Fund (Civic & Community Unallocat	142,000		40,724		40,724			182,724
Emergency Capital Fund Note 1	5,262,500			289,438	289,438	551,938		5,000,000
Income Equalisation Fund	18,800,000				0	0		18,800,000
Community Loans Fund Note 1	1,851,353			101,824	101,824			1,953,177
Conferences & Similar Bridging Loan Fund Note 1	400,000		100,000		100,000			500,000
Waimairi Community Award Fund	65,119			0	0			65,119
Restructuring (ex PC Sales) Fund	100,176				0	100,176		0
Bertlesman Prize	30,144			1,658	1,658			31,801
City Managers Bertelsmann Fund	70,336							70,336
City Care Contingency	2,153,774					1,153,774		1,000,000
Canterbury Womens Heritage Project	1,858			0	0			1,858
Dog Control Account	-199,933	123,137			123,137	29,749		-106,546
Accident Insurance Reserve Fund Note 2	1,467,911		0	80,735	80,735			1,548,646
TOTAL - GENERAL SPECIAL FUNDS	108,785,643	123,137	1,713,532	473,655	2,310,324	0	1,835,637	109,260,329
INFORMATION DIRECTORATE - PLANNING								
Historic Places Trust Fund Note 1	465,501		300,000	25,603	325,603	0		791,104
Non Conforming Uses Fund	849,977		150,000	46,749	196,749	150,000		896,726
TOTAL - PLANNING	1,315,478	0	450,000	72,351	522,351	0	150,000	1,687,830
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 : Part of these funds are curently on loan and not reflected by cash in the bank								
Note 2 : 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 2003/2004

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

FUND ACCOUNT	PROJECTED OPENING BALANCE 1/7/2003	REVENUE			TOTAL REVENUE	EXPENDITURE		PROJECTED BALANCE 30/6/2004
		CONTRIBUTIONS	APPROPRIATIONS	int rate 5.50% INTEREST		PURCHASES	APPROPRIATION	
PARKING								
General	26,668			0	0		0	26,668
Kilmore St Carpark Depn Reserve	19,885		3,000	0	3,000			22,885
TOTAL - PARKING	46,553	0	3,000	0	3,000	0	0	49,553
LIBRARIES								
Library Book Purchase Fund	178,362			0	0		0	178,362
TOTAL - LIBRARY	178,362	0	0	0	0	0	0	178,362
CORPORATE SERVICES								
Plant Renewal Fund	125,141		0	0	0		0	125,141
TOTAL - CORPORATE SERVICES	125,141	0	0	0	0	0	0	125,141
TOWN HALL								
Town Hall Education Fund	35,957			0	0			35,957
TOTAL - TOWN HALL	35,957	0	0	0	0	0	0	35,957
CIVIC FACILITIES								
Sports Stadium Fund	0	PCC		0	0			0
Jellie Park Upgrade Fund	51,615		12,519	2,839	15,358			66,973
Northwest Stadium Fund	12,519			0	0		12,519	0
TOTAL - CIVIC FACILITIES	64,134	0	12,519	2,839	15,358	0	12,519	66,973

TABLE VIII SCHEDULE OF SPECIAL FUND ACCOUNT MOVEMENTS 2003/2004

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

FUND ACCOUNT	PROJECTED OPENING BALANCE 1/7/2003	REVENUE			TOTAL REVENUE	EXPENDITURE		PROJECTED BALANCE 30/6/2004
		CONTRIBUTIONS	APPROPRIATIONS	int rate 5.50% INTEREST		PURCHASES	APPROPRIATION	
PROPERTY								
Reg Adams Development Fund	603,246		51,691	33,179	84,870			688,115
Housing Development Fund	7,477,901		3,614,648	411,285	4,025,933	2,749,943		8,753,891
Endowment Land Reserve (Property)	499,614			0	0	499,614		0
TOTAL - PROPERTY	8,580,762	0	3,666,339	444,463	4,110,802	0	3,249,557	9,442,007
ROADING								
Road & Property Purchase Res.	100,473			0	0		100,473	0
TOTAL - ROADING	100,473	0	0	0	0	0	100,473	0
PARKS AND CASH IN LIEU OF RESERVES								
Suburbs	1,811,337	2,750,000		99,624	2,849,624	3,207,571		1,453,390
Central	1,469,043	200,000		80,797	280,797	112,673		1,637,167
TOTAL - PARKS AND CASH IN LIEU	3,280,380	2,950,000	0	180,421	3,130,421	0	3,320,244	3,090,557
CITY WATER & WASTE								
Water Supply Upgrading Reserve	2,258,609		627,000	124,223	751,223	350,000		2,659,832
History of CDB	43,119			0	0	43,119		0
Burwood Landfill Stage 2C Aftercare Fund	3,256,543		738,000	179,110	917,110			4,173,653
Businesscare - Commercial Waste Minimisation	72,920		0	4,011	4,011	0		76,931
TOTAL - CITY WATER & WASTE	5,631,191	0	1,365,000	307,344	1,672,344	0	393,119	6,910,416
TOTAL SPECIAL FUNDS	128,144,073	3,073,137	7,210,391	1,481,073	11,764,600	0	9,061,549	130,847,124

TABLE VIII SCHEDULE OF SPECIAL FUND ACCOUNT MOVEMENTS 2003/2004

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

FUND ACCOUNT	PROJECTED	REVENUE			TOTAL REVENUE	EXPENDITURE		PROJECTED BALANCE 30/6/2004
	OPENING	CONTRIBUTIONS				PURCHASES		
	BALANCE	APPROPRIATIONS				APPROPRIATION		
	1/7/2003	INTEREST						
TRUSTS AND BEQUESTS								
General								
W J Walter Bequest	594			33	33			626
Parklands Tennis Club	9,502			523	523			10,025
Yaldhurst Hall Crawford Memorial	5,566			306	306			5,872
Alice Holmes Bequest Cont	44,042			2,422	2,422			46,464
Martin Welsh Bequest	1,931			106	106			2,038
Library								
Fendalton Library Bequest	1,602							1,602
Library Endowment Fund (ex MLSTS)	505,603							505,603
Art Gallery								
Molly Morpeth Canady Trust	584			32	32	0		616
Olive Stirrat Bequest	103,768			5,707	5,707	14,000		95,476
Kathleen Stuart Hutton	57,448			3,160	3,160	54,581		6,026
Parks Trusts & Bequests								
Davis Estate - Cemeteries	8,206			451	451			8,658
Rutherford St Cemetery - Cemeteries	24,813			1,365	1,365			26,177
19th Battalion Bequest	8,513			468	468			8,981
Skellerup Bequest - Domains	1,768			97	97			1,865
C S Thomas Trust - Mona Vale (Iris)	19,191			1,056	1,056			20,247
Sign Of Kiwi Restoration Fund	2,189			120	120			2,310
Fretwell Waimairi Cemetery Trust	612			34	34			645
Williams Waimairi Cemetery Trust	574			32	32			605
W A Sutton Bequest	248			14	14			262
Woolston Park Amateur Swimming	27,728			1,525	1,525			29,253
Housing Trusts & Bequests								
Hollander Trust	164,038			9,022	9,022			173,061

TOTAL - TRUSTS AND BEQUESTS	988,520	0	0	26,472	26,472	0	68,581	946,411
=====								

TABLE IX FINANCIAL PLANNING MODEL FOR 2003/2004 AND FUTURE YEARS

	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013
CITY COUNCIL OPERATING ACCOUNT										
Ordinary Operating Expenditure	214,089,509	223,548,311	230,086,139	231,356,096	232,992,682	233,031,707	234,313,706	236,352,779	237,661,321	239,128,902
Depreciation	62,854,702	63,503,513	63,865,425	63,874,605	64,329,158	65,119,426	65,069,734	65,322,274	65,899,489	66,364,160
Provision for Inflation	0	2,234,326	4,671,346	7,289,547	9,971,751	12,747,020	15,606,174	18,551,614	21,601,344	24,742,064
Interest Expense	7,508,383	8,708,020	10,147,859	12,386,035	15,069,304	17,433,097	18,404,715	19,794,021	21,355,502	22,376,118
Total Operating Expenditure	284,452,593	297,994,169	308,770,769	314,906,284	322,362,895	328,331,250	333,394,330	340,020,689	346,517,657	352,611,244
Ordinary revenues	-102,373,229	-103,931,628	-103,847,422	-104,535,435	-104,201,014	-102,820,995	-102,647,865	-102,417,894	-102,226,680	-101,791,005
Interest and Dividends from CCHL	-28,900,000	-29,800,000	-30,200,000	-31,000,000	-32,000,000	-32,700,000	-33,500,000	-34,470,000	-35,320,000	-36,273,447
Interest Received	-14,786,519	-14,186,538	-13,639,543	-13,803,959	-14,106,583	-14,538,490	-14,680,827	-15,238,014	-15,833,256	-16,176,055
Rates	-152,065,993	-160,756,932	-167,816,881	-174,793,461	-186,225,303	-197,390,170	-206,006,064	-214,769,142	-223,528,032	-231,532,103
Deficit/Surplus(-)	-13,673,148	-10,680,928	-6,733,077	-9,226,572	-14,170,006	-19,118,405	-23,440,426	-26,874,361	-30,390,311	-33,161,364
Percentage Rate Increase	3.09%	4.34%	3.11%	2.93%	5.33%	4.87%	3.32%	3.25%	3.12%	2.66%
CITY COUNCIL CAPITAL ACCOUNT										
Gross Capital Expenditure	98,917,525	112,965,503	101,506,449	101,394,589	112,317,416	87,615,189	89,519,087	92,687,403	89,324,689	93,119,799
Provision for Debt Repayment	4,633,753	4,256,167	4,896,799	5,878,555	7,003,616	8,409,822	9,091,850	9,672,020	10,490,652	11,170,952
Provision for Inflation	0	2,181,539	3,761,108	6,025,973	8,966,708	8,940,456	11,082,321	13,529,072	15,044,620	17,841,756
CCFL Equity/Loan Investment	24,000,000	0	0	0	0	0	0	0	0	0
Total Capital Costs	127,551,278	119,403,210	110,164,356	113,299,118	128,287,740	104,965,466	109,693,258	115,888,495	114,859,961	122,132,507
Funded by:										
Depreciation + Surplus(deficit)on operations	-67,647,786	-65,418,802	-61,527,316	-63,708,488	-68,603,286	-73,779,572	-77,516,539	-80,601,316	-84,045,748	-86,537,900
Capital Repayment/Sale of Assets in Total	-2,190,449	-4,254,670	-9,379,699	-4,582,412	-5,306,882	-3,589,834	-8,699,353	-3,877,804	-4,035,731	-9,205,412
Funded from Debt Repayment Reserve	-27,639,292	-23,007,136	0	0	0	0	0	0	0	0
Reserves etc	-4,703,750	-4,234,333	-5,962,125	-7,486,211	-7,484,043	-4,811,794	-4,088,364	-4,071,639	-4,051,806	-4,029,650
External Funding for Capital Projects	-520,000	-1,133,870	-570,000	-20,000	-20,000	-50,000	-50,000	-50,000	-50,000	-50,000
Council Borrowing required/Surplus(-)	24,850,000	21,354,399	32,725,216	37,502,007	46,873,528	22,734,266	19,339,001	27,287,735	22,676,676	22,309,545

TABLE IX FINANCIAL PLANNING MODEL FOR 2003/2004 AND FUTURE YEARS

	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013
CITY COUNCIL BALANCE SHEET ITEMS										
Gross Debt	96,292,869	117,346,531	149,956,551	187,370,216	234,184,643	256,880,449	276,159,735	303,432,347	326,095,665	348,391,851
less Sinking Funds & Debt Repayment Reser	-34,552,179	-16,345,724	-22,114,124	-29,113,555	-37,623,014	-48,006,699	-59,643,515	-72,500,526	-86,883,305	-102,737,437
Term Debt	61,740,690	101,000,807	127,842,427	158,256,662	196,561,630	208,873,749	216,516,220	230,931,821	239,212,359	245,654,414
less Reserve Funds	-131,916,672	-135,243,048	-136,951,974	-137,231,006	-137,607,454	-137,950,175	-138,978,168	-139,982,007	-140,961,524	-141,915,717
Nett Debt	-70,175,982	-34,242,240	-9,109,547	21,025,655	58,954,176	70,923,575	77,538,052	90,949,814	98,250,835	103,738,697
Total Assets	4,024,352,536	4,073,241,395	4,106,803,821	4,147,425,938	4,200,860,303	4,230,630,513	4,264,534,794	4,303,782,692	4,340,620,109	4,383,600,474
Realisable Assets	1,946,570,843	1,950,182,961	1,953,501,142	1,956,525,386	1,959,255,693	1,961,692,063	1,963,834,496	1,965,682,992	1,967,237,550	1,968,498,172
CHRISTCHURCH CITY HOLDINGS LTD										
INCOME STATEMENT										
Dividends Received	34,214,482	34,433,765	34,699,132	35,502,349	36,275,416	37,145,724	38,031,352	38,932,665	39,850,038	40,783,853
Interest and Other Income	8,756,954	10,387,184	13,165,351	15,291,684	16,663,187	17,547,007	18,378,561	19,718,733	21,532,306	23,096,471
Total revenue	42,971,436	44,820,949	47,864,483	50,794,033	52,938,602	54,692,731	56,409,913	58,651,398	61,382,344	63,880,324
Interest on Debt	-12,092,839	-13,382,743	-16,334,266	-18,570,335	-19,617,035	-20,681,892	-21,613,896	-22,820,760	-24,621,804	-26,141,040
Underwriting and Other costs	-979,044	-769,442	-791,740	-809,340	-844,551	-859,352	-874,948	-912,493	-933,502	-949,170
Net profit	29,899,553	30,668,765	30,738,478	31,414,357	32,477,017	33,151,487	33,921,069	34,918,145	35,827,037	36,790,114
less dividends to CCC	-28,900,000	-29,800,000	-30,200,000	-31,000,000	-32,000,000	-32,700,000	-33,500,000	-34,470,000	-35,320,000	-36,273,447
Retained Earnings/Debt repayment	999,553	868,765	538,478	414,357	477,017	451,487	421,069	448,145	507,037	516,668
BALANCE SHEET										
Shareholders Funds	722,806,966	723,675,731	724,214,209	724,628,566	725,105,583	725,557,070	725,978,138	726,426,284	726,933,321	727,449,989
Current Liabilities	3,252,000	3,252,000	3,252,000	3,252,000	3,252,000	3,252,000	3,252,000	3,252,000	3,252,000	3,252,000
Term Liabilities	171,436,000	205,254,000	244,390,000	267,164,000	281,252,000	293,245,000	307,141,000	326,769,000	357,170,000	368,970,000
Total SHF & Liabilities	897,494,966	932,181,731	971,856,209	995,044,566	1,009,609,583	1,022,054,070	1,036,371,138	1,056,447,284	1,087,355,321	1,099,671,989
Current Assets	64,529,966	99,216,731	138,891,209	162,079,566	176,644,583	189,089,070	208,406,138	228,482,284	259,390,321	276,706,989
Investment in Trading Enterprises	832,965,000	832,965,000	832,965,000	832,965,000	832,965,000	832,965,000	827,965,000	827,965,000	827,965,000	822,965,000
Total Assets	897,494,966	932,181,731	971,856,209	995,044,566	1,009,609,583	1,022,054,070	1,036,371,138	1,056,447,284	1,087,355,321	1,099,671,989
Consolidated Debt of CCC & CCHL	171,538,690	210,849,807	237,742,427	268,207,662	306,512,630	318,824,749	326,467,220	340,882,821	349,163,359	355,605,414

TABLE IX FINANCIAL PLANNING MODEL FOR 2003/2004 AND FUTURE YEARS

	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013
KEY FINANCIAL RATIOS RELATING TO CCC & CCHL										
Term Debt/Total Assets	4.26%	5.18%	5.79%	6.47%	7.30%	7.54%	7.66%	7.92%	8.04%	8.11%
TermDebt/Realisable Assets	8.81%	10.81%	12.17%	13.71%	15.64%	16.25%	16.62%	17.34%	17.75%	18.06%
Net Interest cost/Operating Revenue	-0.63%	-0.13%	0.47%	1.04%	1.56%	2.04%	2.22%	2.33%	2.47%	2.55%
Nett Debt/Funds Flow from Operations	0.52	1.02	1.44	1.81	2.17	2.17	2.14	2.20	2.18	2.16
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	206,090,869	227,195,531	259,856,551	297,321,216	344,135,643	366,831,449	386,110,735	413,383,347	436,046,665	458,342,851
Less Sinking Funds & Debt Repayment Rese	-34,552,179	-16,345,724	-22,114,124	-29,113,555	-37,623,014	-48,006,699	-59,643,515	-72,500,526	-86,883,305	-102,737,437
Term Debt	171,538,690	210,849,807	237,742,427	268,207,662	306,512,630	318,824,749	326,467,220	340,882,821	349,163,359	355,605,414
Less Reserve Funds	-131,916,672	-135,243,048	-136,951,974	-137,231,006	-137,607,454	-137,950,175	-138,978,168	-139,982,007	-140,961,524	-141,915,717
Net Debt	39,622,018	75,606,760	100,790,453	130,976,655	168,905,176	180,874,575	187,489,052	200,900,814	208,201,835	213,689,697
TOTAL ASSETS	4,024,352,536	4,073,241,395	4,106,803,821	4,147,425,938	4,200,860,303	4,230,630,513	4,264,534,794	4,303,782,692	4,340,620,109	4,383,600,474
REALISABLE ASSETS	1,946,570,843	1,950,182,961	1,953,501,142	1,956,525,386	1,959,255,693	1,961,692,063	1,963,834,496	1,965,682,992	1,967,237,550	1,968,498,172

3.1.0

Draft Corporate Plan
2003/04 Edition

*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		2002/2003 BUDGET \$	2003/2004 BUDGET \$
CORPORATE EXPENSES & REVENUES			
Community Facilities and Services	Page 3.1.3	9,624,609	8,920,363
Corporate Development	Page 3.1.4	1,673,630	1,217,384
Emergency Services	Page 3.1.5	1,180,002	1,161,237
Corporate Revenues	Page 3.1.6	(53,767,041)	(49,176,414)
		-----	-----
		(41,288,799)	(37,877,430)
GRANTS TO COMMUNITY ORGANISATIONS			
Community Services	Page 3.1.7	1,039,300	1,216,500
Economic Development & Employment	Page 3.1.9	625,000	620,000
Arts & Heritage	Page 3.1.10	877,500	874,500
Recreation & Sport	Page 3.1.11	330,125	281,470
Environment & Parks	Page 3.1.12	98,000	101,000
Corporate Services	Page 3.1.13	236,919	226,008
		-----	-----
		3,206,844	3,319,478
TOTAL NET COST CORPORATE EXPENSES, REVENUES & GRANTS		-----	-----
		(38,081,956)	(34,557,952)
CAPITAL OUTPUTS		=====	=====
		4,245,215	4,297,910

3.1.2

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

OUTPUT CLASS EXPENDITURE		2002/2003 BUDGET \$	2003/2004 BUDGET \$
CORPORATE EXPENSES & REVENUES			
Community Facilities and Services	Page 3.1.3	9,624,609	8,920,363
Corporate Development	Page 3.1.4	1,673,630	1,217,384
Emergency Services	Page 3.1.5	1,180,002	1,161,237
GRANTS TO COMMUNITY ORGANISATIONS			
Community Services	Page 3.1.7	1,039,300	1,216,500
Economic Development & Employment	Page 3.1.9	625,000	620,000
Arts & Heritage	Page 3.1.10	1,077,500	1,074,500
Recreation & Sport	Page 3.1.11	680,125	281,470
Environment & Parks	Page 3.1.12	98,000	101,000
Corporate Services	Page 3.1.13	236,919	226,008
		-----	-----
		16,235,085	14,818,462
OUTPUT CLASS REVENUE & RECOVERIES			
CORPORATE EXPENSES & REVENUES			
Corporate Revenues	Page 3.1.6	53,767,041	49,176,414
GRANTS TO COMMUNITY ORGANISATIONS			
Arts & Heritage	Page 3.1.10	200,000	200,000
Recreation & Sport	Page 3.1.11	350,000	0
		-----	-----
		54,317,041	49,376,414
		-----	-----
TOTAL NET COST CORPORATE EXPENSES, REVENUES & GRANTS		(38,081,956)	(34,557,952)
		=====	=====

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.

Objectives for 2003/04	Performance Indicators
1. To meet the Council's statutory levies and agreed contributions to these community organisations.	• Payment of the amounts budgeted.

3.1.3

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

OUTPUT : COMMUNITY FACILITIES AND SERVICES	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Museum Trust Board Levy	2,955,834	3,321,034
Museum Trust Board ex-Gratia Payment	515,887	515,887
Museum Trust Board Building & Development Project Grant (*1)	1,532,500	820,500
Riccarton Bush Trust Levy	108,310	108,310
Riccarton Bush Trust Operating Grant	65,778	69,259
Riccarton Bush Trust Capital Grant	50,000	50,000
Lyttelton Marina - Public Facilities & Breakwater	0	0
Subvention Payment (Travis Finance Ltd)	548,000	0
Interest Expense (re: Travis Finance Lid)	481,000	0
Interest Expense (re: Jade Stadium Funding)	3,076,800	2,916,650
Interest Expense (re: CCFL Equity/Loan)	0	810,000
ALLOCATED COSTS		
Alloc O/Head - Corporate Overhead	290,500	308,723
TOTAL COST COMMUNITY FACILITIES AND SERVICES	9,624,609	8,920,363

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.

Objectives for 2003/04	Performance Indicators
1. Provide adequate funding for corporate expenses and contingencies.	• 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	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Professional Fees	340,000	240,000
Trading Activities Professional Advice	50,000	50,000
Organisational Development	270,000	170,000
Efficiency Reviews (*3)	170,000	100,176
Inflation Contingency	300,000	0
Project Contingencies	225,000	225,000
Energy Efficiency Projects	300,000	300,000
Capital Endowment Fund - Fund Management Expenses (*2)	0	75,000
Depreciation of Rates Capitalisation Costs	18,630	57,208
Unspecified Civic and Community Projects Operating Provision	0	0
	-----	-----
TOTAL COST CORPORATE DEVELOPMENT	1,673,630	1,217,384
	=====	=====

(*3) Funded from Corporate Restructuring Reserve

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.

Objectives for 2003/04	Performance Indicators
1. Provision of adequate funding for Civil Defence and Rural Fire Fighting.	• 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	2002/2003 BUDGET \$	2003/2004 BUDGET \$
ALLOCATED COSTS		
Civil Defence (includes CRC Levy)	764,517	751,201
Rural Fire Fighting	415,486	410,036
TOTAL COST EMERGENCY SERVICES	1,180,002	1,161,237

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.

Objectives for 2003/04	Performance Indicators
1. To meet the revenue projections in the budget.	• 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	2002/2003 BUDGET \$	2003/2004 BUDGET \$
EXTERNAL REVENUE		
Petroleum Tax	2,000,000	2,050,000
Dividends and Interest from CCHL	28,900,000	28,900,000
Dividends from CCHL (Special)	3,423,000	0
Selwyn Plantation Board Ltd	0	0
City Care Ltd	0	0
Local Government Insurance Corporation	0	0
Interest on Investments	5,463,782	4,410,290
Interest on Investments - Capital Endowment Fund	4,456,730	4,225,222
Interest on Special Funds & Trust Funds	1,382,966	1,507,545
Travis Finance Ltd	518,000	0
Jade Stadium Ltd	3,118,800	2,956,550
Christchurch City Facilities Ltd	0	810,000
Cash In Lieu of Reserves - Central	200,000	200,000
Cash In Lieu of Reserves - Suburban	2,750,000	2,750,000
	52,213,278	47,809,608
INTERNAL REVENUE		
Interest on Investments - Internal Financing (Housing)	602,876	569,556
Internal Rates on CCC Housing	550,887	797,250
ACC Corporate Recovery	400,000	0
TOTAL REVENUE CORPORATE REVENUES	53,767,041	49,176,414
TOTAL REVENUE CORPORATE REVENUES	(53,767,041)	(49,176,414)
TOTAL NET COST CORPORATE REVENUES & EXPENSES	(41,288,799)	(37,877,430)

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**

For output text refer pages 3.1.text.7.ii - 3.1.text.7.v.

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 2003/04	Performance Indicators
1. To administer the application, evaluation, allocation, distribution and accountability processes associated with the grants budget in an efficient, effective equitable and timely manner.	• Residents satisfied with the value for money of rates spent on supporting voluntary groups and community organisations at least 65%. • All grant payment requests actioned within 15 working days of receipt of invoice. • 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. • 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. • All major grants will be subject to receipt of a copy of the organisation's latest audited accounts.

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

OUTPUTS (CONTD)

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

Objectives for 2003/04	Performance Indicators
	• 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.
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.	•

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.
 - Adult Reading Assistance Scheme - \$15,000 to assist with operating expenses.
 - Anglican Care- Family and Community Division - \$15,000 to assist with the Co-ordinators salary.
 - Beneficiaries Advisory Service - \$20,000 To assist with operating expenses.
 - Canterbury Neighbourhood Support - \$20,000 To assist with operating expenses.
 - Cholmondeley Children's Home - \$15,000: To assist with Child Care worker salaries.
 - Christchurch Asian Youth Trust- \$25,000: To assist with coordinators salary and operating expenses.
 - Christchurch City Mission - \$40,000: To assist with services provided by Walsh House for women and children.
 - Christchurch Early Intervention Trust - \$40,000: To assist with operational expenses of the Champion Centre
 - Christchurch Safer Community Council - \$40,000: To assist with the operating expenses.
 - Combined Citizens Advice Bureaus - \$60,000; to support the core functions of the three Bureau.
 - Community Development Scheme - \$439,000: 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.
 - Disabled Persons Assembly - \$15,000: To assist with Co-ordinators salary and operational costs
 - Family Help Trust - \$30,000: one off grant for Safer Families Service.
 - Floyd's Creative Arts Centre - \$10,000: To assist with rent and operational expenses.
 - Hohepa Canterbury - \$25,000: To assist with the development of their cafeteria
 - Home Made Partnerships Trust. \$25,000: To support their Supergrans metropolitan services.
 - K2 Trust Christchurch - \$15,000: to subsidise individuals attending the programmes.
 - Kingdom Resources Trust - \$30,000: To provide assistance for their budget advice and debt restructuring services
 - Newell House - \$20,000: To assist with operating expenses.
 - Odyssey House - \$14,000: To assist with loan servicing.

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

OUTPUT : COMMUNITY SERVICES (CONTD)

- Refugee and Migrant Centre - \$20,000: To assist with operational costs.
- Refugee Resettlement Support - \$10,000: To assist with operating expenses.
- Restorative Justice Services Trust - \$15,000: to assist with training and engagement costs of facilitators.
- Rewi Alley Chinese School - \$34,000: To assist with repayment for a Council loan and support for the Co-ordinators salary.
- Solo Women as Parents - \$10,000: To assist with operational costs
- Te Rununga O Nga Maata Waka - \$40,000: To assist with their Social Services Programme
- Te Whatu Manawa Maoritaga O Rehua Marae Trust - \$22,000: to repay a Council Loan
- Tenants Protection Association - \$15,000: To assist with operational costs.
- The Peace Foundation Disarmament & Security Centre - \$15,000: To cover costs of any Council use of their services.
- Therapeutic Arts Trust - \$25,000: to assist with operational expenses for Creation Art Centre Drop In Workshop.
- Volunteering Canterbury - \$15,000: To assist with administration and operational expenses.
- Wai Ora Trust - \$30,000: To support their rehabilitation and training programme for unemployed.
- Women's Centre- \$12,500: To assist with operational costs.
- Youthline Central South Island- \$25,000: To assist with coordinators salary

Forward Commitments

- Anglican Care (Family and Community Division). A three year commitment to support Co-ordinators salary. 2003/04 \$15,000 year one
- Christchurch Asian Youth Trust. A three year commitment towards coordinators salary. 2003/04 \$25,000 Year two.
- Christchurch Early Intervention Trust (The Champion center). A three year commitment to support operational costs. 2003/04 \$40,000 Year two.
- Home Made Partnerships Trust. A three year commitment to support their Supergrans metropolitan service. 2003/04 \$25,000 Year two.
- Kingdom Resources Ltd. A three year commitment to support their budget advice and debt restructuring service. \$2003/04 \$30,000 Year one
- Refugee Resettlement Support. A three year commitment to support operating expenses. 2003/04 \$10,000 Year one.
- Rewi Alley Chinese School. To pay the interest and principal of a Council Loan over five years. 2003/04 \$14,000 is year three and also a three year commitment to the co-ordinators salary 2003/04 \$20,000 is year one.
- Te Runanga O Nga Maata Waka. A three year commitment to support their social services programme. 2003/04 \$40,000 Year two.
- Te Whatu Manawa Maoritaga O Rehua Marea Trust. A five year commitment to service a Council loan. 2003/04 \$22,000 Year one

3.1.7

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

OUTPUT : COMMUNITY SERVICES

2002/2003
BUDGET
\$

2003/2004
BUDGET
\$

DIRECT COSTS

Community Development Fund	432,000	439,000
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	0
Combined Citizens Advice Bureaux	0	60,000
Kingdom Resources Trust	30,000	30,000
Christchurch City Mission Walsh House	40,000	40,000
Christchurch East School	12,200	0
Volunteering Canterbury	15,000	15,000
Adult Reading Assistance Scheme	15,000	15,000
Newell House	15,000	20,000
Cholmondeley Children's Home	20,000	15,000
Te Runanga O Nga Maata Waka	40,000	40,000
Wai Ora Trust	30,000	30,000
Rewi Alley Chinese School	34,100	34,000
Beneficiaries Advisory Service	17,000	18,000
Tennants Protection Association	10,000	15,000
Solo Women as Parents	10,000	10,000

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.ii - 3.1.text.7.v.

Forward Commitments (contd.)

- Therapeutic Arts Trust. A three year commitment to support the Creation Arts Centre Drop In Workshops. 2003/04 \$25,000 Year one.
- Wai Ora Trust. A three year commitment to support their unemployed programmes. 2003/04 \$30,000 Year two.
- Youthline Central South Island. A three year commitment to assist with coordinators salary. 2003/04 \$25,000 Year two.

Objectives for 2003/04	Performance Indicators
For text see pages 3.1.text.7.i. - 3.1.text.7.v	

3.1.8

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

OUTPUT : COMMUNITY SERVICES (Cont'd)

2002/2003
BUDGET
\$

2003/2004
BUDGET
\$

DIRECT COSTS (CONT'D)

Refugee and Migrant Centre	10,000	20,000
Home Made Partnerships Trust (Supergrans)	25,000	25,000
Hohepa Canterbury	25,000	25,000
Womens Centre	10,000	12,500
Canterbury Neighbourhood Support	20,000	20,000
Christchurch Asian Youth Trust	25,000	25,000
Restorative Justice Service	15,000	15,000
Youthline Centre South Island	25,000	25,000
Anglican Care Family and Community Div	0	15,000
Christchurch Early Intervention TrustThe Champion Centre	40,000	40,000
Disabled Person Assembly ChCh and Districts	10,000	12,000
Family Help Trust	0	30,000
K2 Trust Christchurch	0	15,000
Refugee Resettlement Support	0	10,000
Te Whatu Manawa Maoritaga O Rehua Marae Trust	0	22,000
The Peace Foundation Disarmament & Security centre	0	15,000
Therapeutic Arts trust	0	25,000

TOTAL COST COMMUNITY SERVICES

1,039,300
=====

1,216,500
=====

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.
 - Birdlands Sanctuary - \$30,000: To assist with the Manager's salary.
 - Christchurch Christmas Parade - \$40,000: To assist with the costs associated with the storage of floats and Health and safety plans.
 - Conference and Similar Events Bridging Loan Fund - \$100,000: Transferred to this fund.
 - Event Seeding Fund - \$160,000: To assist events to be hosted in Christchurch which provide significant economic benefit to the city.
 - New Zealand Conservation Trust. \$15,000: To assist with their Education and advocacy position.
 - Orana Park - \$175,000: To assist with the operational costs and Asset Maintenance of the Park.
 - Science Centre - \$200,000: To assist with the operational costs of the Centre.

Forward Commitments

- New Zealand Conservation Trust. 2003/04- \$15,000 year one. 2004/05 \$10,000 final commitment. .

Objectives for 2003/04	Performance Indicators
For text see pages 3.1.text.7.i. - 3.1.text.7.v	

3.1.9

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

OUTPUT : ECONOMIC DEVELOPMENT AND EMPLOYMENT	2002/2003	2003/2004
	BUDGET	BUDGET
	\$	\$
DIRECT COSTS		
Events Seeding Grants	160,000	160,000
Orana Park	150,000	175,000
Science Alive	225,000	200,000
Christchurch Christmas Parade Trust	40,000	40,000
NZ Conservation Trust	20,000	15,000
Conference and Similar Events bridging	0	0
Birdlands Sanctuary Trust	30,000	30,000
	-----	-----
TOTAL COST ECONOMIC DEVELOPMENT & EMPLOYMENT	625,000	620,000
	=====	=====

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.
 - Arts Centre - \$15,000- To assist with an Artist in Residence and community arts projects.
 - Canterbury Opera - \$62,000: To assist with operational expenses, programmes and projects.
 - Christchurch City Choir - \$35,000: To support the Music Directors position.
 - Christchurch Civic Music Council - \$5,000: To assist with general administration
 - Christchurch Operatic Society Inc. (Showbiz Christchurch) - \$25,000: To assist with operational expenses.
 - 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.
 - Community Arts Council - \$7,500: \$1,500 To cover the administration costs (CCC) and \$6,000 to the CAC for administration support.
 - Court Theatre - \$55,000: To assist with operational expenses.
 - 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.
 - Ferrymead Historic Park - \$155,000: \$50,000 for the Director's salary, \$40,000 towards events, \$30,000 towards Property Managers salary and \$35,000 towards a Visitor Experience Manager position.
 - Music Centre of Christchurch - \$45,000: To assist with the administration of the Centre.
 - National Marae - \$65,000: To support the Manager's position.
 - Orchestra Users Group - \$60,000: To assist orchestra user organisations with the costs of hiring the Christchurch Symphony Orchestra.
 - Theatre Royal - \$50,000: \$25,000 as an operational grant and \$25,000 towards maintenance projects
 - Tramway Historical Society Inc. - \$10,000: To assist with the restoration of electric tramcar No. 26.

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)

Forward Commitments

Objectives for 2003/04	Performance Indicators
For text see pages 3.1.text.7.i. - 3.1.text.7.v.	

3.1.10

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

OUTPUT : ARTS & HERITAGE	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Community Arts Council (Administrative Support)	6,500	7,500
Creative Communities	200,000	200,000
National Marae	65,000	65,000
Ferrymead Trust	155,000	155,000
Christchurch Symphony Orchestra	290,000	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	60,000	60,000
Tramway Historical Society Inc	10,000	10,000
Arts Centre	10,000	0
Theatre Royal	55,000	45,000
Christchurch Civic Music Council	5,000	5,000
Christchurch Drama Centre	14,000	0
Arts Centre Artist in Residence	10,000	15,000
Christchurch Operatic (Showbiz Christchurch)	0	25,000
TOTAL COST	1,077,500	1,074,500
EXTERNAL REVENUE		
Creative Communities Funding	200,000	200,000
TOTAL REVENUE	200,000	200,000
NET COST ARTS & HERITAGE	877,500	874,500

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.
 - Canterbury Tennis - \$50,000: To assist with operational expenses at Wilding Park.
 - Canterbury Surf Life Saving Association - \$128,870: \$35,000 To assist surf clubs with weekend volunteer patrols and \$93,870 for paid surf patrols over summer and (four) statutory holidays.
 - Crichton Cobbers - \$10,000: To assist with operational costs.
 - Parafed Canterbury - \$15,000: To assist this organisation to continue to provide their specialised gym services.
 - Canterbury Car Club - \$50,000: To assist with the ongoing development of Ruapuna Park.
 - Sumner Lifeboat Institution - \$32,600: \$25,000 towards their building developments and \$7,600 To assist with power etc \$2,000, professional fees \$15,000 and \$4,105 to the slipway maintenance fund.

Forward Commitments

- Canterbury Tennis. A three year reducing commitment. Year one 003/04 \$50,000, 2004/05 \$40,000, 2005/06 \$30,000.
- Parafed Canterbury. A three year commitment to support their gym programmes. 2003/04 \$15,000 Year two.

Objectives for 2003/04	Performance Indicators
For text see pages 3.1.text.7.i. - 3.1.text.7.v.	

3.1.11

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

OUTPUT : RECREATION & SPORT	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Sport and Recreation New Zealand (SPARC) - Community Sports Fund	350,000	0
Canterbury Surf Life Saving Association	117,800	128,870
Ruapuna Development	40,000	45,000
Canterbury Lawn Tennis Association	75,000	50,000
Parafed Canterbury	18,000	15,000
Table Tennis Canterbury	26,500	0
Sumner Lifeboat Institution	32,825	32,600
Crighton Cobbers	10,000	10,000
Canterbury Gymsports Incorporated	10,000	0
	-----	-----
TOTAL COST	680,125	281,470
EXTERNAL REVENUE		
Sport and Recreation New Zealand (SPARC) Subsidy	350,000	0
	-----	-----
TOTAL REVENUE	350,000	0
	-----	-----
NET COST RECREATION & SPORT	330,125	281,470
	=====	=====

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 pages 25 and 26 of the Annual Plan.)

Description

- To support a range of organisations whose outcomes enhance the Garden City image.
 - Canterbury Horticultural Society - \$6,000: To assist with the costs associated with the Native Garden Awards, garden competition and hanging basket project.
 - 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 and operational expenses.
 - 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 and operational expenses.

Objectives for 2003/04	Performance Indicators
For text see pages 3.1.text.7.i - 3.1.text.7.v.	

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

OUTPUT : ENVIRONMENT & PARKS	2002/2003	2003/2004
	BUDGET	BUDGET
	\$	\$
DIRECT COSTS		
Christchurch Beautifying Association	25,000	25,000
Orton Bradley Park	30,000	30,000
Summit Road Society	20,000	20,000
Port Hills Parks Trust Board	20,000	20,000
Canterbury Horticultural Society	3,000	6,000
	-----	-----
TOTAL COST ENVIRONMENT & PARKS	98,000	101,000
	=====	=====

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 - \$25,000: To evaluate and monitor grant applicants as required.
 - Administration - \$114,937: To administer grants, support the funding database and subscription for 'fundview' and 'Breakout'.
 - Corporate Overhead - \$97,654: To cover overhead expenses.

Objectives for 2003/04	Performance Indicators
For text see pages 3.1.text.7.i. - 3.1.text.7.v.	

3.1.13

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

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : CORPORATE SERVICES		
DIRECT COSTS		
Management Reviews	15,000	15,000
Unallocated	0	0
ALLOCATED COSTS		
Allocated Costs Leisure Unit	116,622	114,982
Allocated Overhead - Corporate Overhead	105,297	96,026
TOTAL COST CORPORATE SERVICES	236,919	226,008
	=====	=====
TOTAL NET COST GRANTS TO COMMUNITY ORGANISATIONS	3,206,844	3,319,478
	=====	=====

3.1.14

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

Description	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
NEW ASSETS					
Fived Assets					
Capital Financing Costs (Rates)	797,910	797,910	797,910	797,910	797,910
Lyttelton Boating Facilities - Access/Breakwater provision	1,500,000				
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 Holding	0				
Sale of City Care Ltd to Christchurch City Holdings Ltd	0				
TOTAL NEW ASSETS	4,297,910	4,797,910	4,797,910	4,797,910	4,797,910
TOTAL CAPITAL	\$4,297,910	\$4,797,910	\$4,797,910	\$4,797,910	\$4,797,910
Annual Plan 2002/2003	\$4,245,215	\$6,245,215	\$4,745,215	\$4,745,215	\$4,745,215

	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
NEW ASSETS					
Fived Assets					
Capital Financing Costs (Rates)	797,910	797,910	797,910	797,910	797,910
Capital Contingency Provision	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
TOTAL NEW ASSETS	4,797,910	4,797,910	4,797,910	4,797,910	4,797,910
TOTAL CAPITAL	\$4,797,910	\$4,797,910	\$4,797,910	\$4,797,910	\$4,797,910
Annual Plan 2002/2003	\$4,745,215	\$4,745,215	\$4,745,215	\$4,745,215	

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	-	3,384,937	918,875	124,407	229,201		4,657,421 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	3,384,937	918,875	124,407	229,201	-	4,657,421
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	175,202	47,560	6,439	(229,201)		- CapValGen
<i>Total Modifications</i>	-	175,202	47,560	6,439	(229,201)	-	-
Total Costs and Modifications	-	3,560,139	966,435	130,847	-	-	4,657,421

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	3,560,139	966,435	130,847	-	-	4,657,421
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	3,560,139	966,435	130,847	-	-	4,657,421

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 'Riccartern 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	-	165,393	44,898	6,079	11,199		227,569 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	165,393	44,898	6,079	11,199	-	227,569
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	8,561	2,324	315	(11,199)		- CapValGen
<i>Total Modifications</i>	-	8,561	2,324	315	(11,199)	-	-
Total Costs and Modifications	-	173,954	47,222	6,393	-	-	227,569

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	173,954	47,222	6,393	-	-	227,569
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	173,954	47,222	6,393	-	-	227,569

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	-	174,428	47,350	6,411	11,811		240,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	174,428	47,350	6,411	11,811	-	240,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	9,028	2,451	332	(11,811)		- CapValGen
<i>Total Modifications</i>	-	9,028	2,451	332	(11,811)	-	-
Total Costs and Modifications	-	183,456	49,801	6,743	-	-	240,000

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	183,456	49,801	6,743	-	-	240,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	183,456	49,801	6,743	-	-	240,000

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	-	163,526	44,391	6,010	11,073		225,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	163,526	44,391	6,010	11,073	-	225,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	8,464	2,298	311	(11,073)		- CapValGen
<i>Total Modifications</i>	-	8,464	2,298	311	(11,073)	-	-
Total Costs and Modifications	-	171,990	46,688	6,321	-	-	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	-	171,990	46,688	6,321	-	-	225,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	171,990	46,688	6,321	-	-	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	-	3,479,663	944,589	127,889	235,615		4,787,757 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	3,479,663	944,589	127,889	235,615	-	4,787,757
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	180,105	48,891	6,619	(235,615)		- CapValGen
<i>Total Modifications</i>	-	180,105	48,891	6,619	(235,615)	-	-
Total Costs and Modifications	-	3,659,768	993,481	134,508	-	-	4,787,757

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- CapValGen
100.00% Capital Value Rating	-	3,659,768	993,481	134,508	-	-	4,787,757
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	3,659,768	993,481	134,508	-	-	4,787,757

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	-	545,961	148,206	20,066	36,968		751,201 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	545,961	148,206	20,066	36,968	-	751,201
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	28,259	7,671	1,039	(36,968)		- CapValGen
<i>Total Modifications</i>	-	28,259	7,671	1,039	(36,968)	-	-
Total Costs and Modifications	-	574,219	155,877	21,104	-	-	751,201

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	574,219	155,877	21,104	-	-	751,201
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	574,219	155,877	21,104	-	-	751,201

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	-	104,303	28,314	3,833	7,063		143,512 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
65.00% Negative Effects	266,523	-	-	-	-		266,523 TableC
<i>Total Costs</i>	266,523	104,303	28,314	3,833	7,063	-	410,036
<i>Modifications</i>							
Transfer User Costs to Rating	(266,523)	193,705	52,583	7,119	13,116		- CapValAll
Non-Rateable	-	15,425	4,187	567	(20,179)		- CapValGen
<i>Total Modifications</i>	(266,523)	209,129	56,770	7,686	(7,063)	-	-
Total Costs and Modifications	-	313,432	85,084	11,520	-	-	410,036

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	313,432	85,084	11,520	-	-	410,036
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	313,432	85,084	11,520	-	-	410,036

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	22,091,200	5,996,877	811,923		-	28,900,000	CapValGen
0.00% Capital Value Rating	- (22,091,200)	(5,996,877)	(811,923)		-	- (28,900,000)	
0.00% Uniform Annual Charge		-	-	-			-

Total Funded By

-	-	-	-	-	-	-	-

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	11,067,893	3,004,490	406,781		-	14,479,164	CapValGen
0.00% Capital Value Rating	- (11,067,893)	(3,004,490)	(406,781)		-	- (14,479,164)	
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		609,419	165,433	22,398	-		797,250 CapValGen
0.00% Capital Value Rating	-	(609,419)	(165,433)	(22,398)	-	-	(797,250)
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: 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

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	-	-	-	-	-	0 0
Non-Rateable	-	-	-	-	-	-	- CapValGen

Total Modifications

0	-	-	-	-	-	-	0

Total Costs and Modifications

0	-	-	-	-	-	-	0

Funded By

100.00% User Charges	0						0
100.00% Grants and Subsidies		1,567,023	425,384	57,593	-		2,050,000 CapValGen
0.00% Net Corporate Revenues		-	-	-	-		- CapValGen
-100.00% Capital Value Rating	-	(1,567,023)	(425,384)	(57,593)	-	-	(2,050,000)
0.00% Uniform Annual Charge		-	-	-			-

Total Funded By

0	-	-	-	-	-	-	0

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

OUTPUT: CASH IN LIEU

Description This is the receipt of cash from developers of land instead of grants of land. The proceeds are used to develop parks in the city.

Benefits New subdivisions cause increased demands on parks. For some subdivisions it is impractical to make grants of land and so cash is paid instead. The cash can only be used to buy or develop parks.

Strategic Objectives *CCC Policy* C1, C2, C3, E3

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

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

General Benefits

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 : CASH IN LIEU

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		2,254,984	612,138	82,878	-		2,950,000 CapValGen
0.00% Capital Value Rating	-	(2,254,984)	(612,138)	(82,878)	-	-	(2,950,000)
0.00% Uniform Annual Charge		-	-	-			-

Total Funded By

-	-	-	-	-	-	-	-

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	-	884,132	240,007	32,495	59,866		1,216,500 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	884,132	240,007	32,495	59,866	-	1,216,500
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	45,762	12,423	1,682	(59,866)		- CapValGen
<i>Total Modifications</i>	-	45,762	12,423	1,682	(59,866)	-	-
Total Costs and Modifications	-	929,894	252,429	34,177	-	-	1,216,500

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	929,894	252,429	34,177	-	-	1,216,500
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	929,894	252,429	34,177	-	-	1,216,500

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	-	450,606	122,321	16,561	30,511		620,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	450,606	122,321	16,561	30,511	-	620,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	23,323	6,331	857	(30,511)		- CapValGen
<i>Total Modifications</i>	-	23,323	6,331	857	(30,511)	-	-
Total Costs and Modifications	-	473,929	128,653	17,418	-	-	620,000

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	473,929	128,653	17,418	-	-	620,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	473,929	128,653	17,418	-	-	620,000

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	-	780,929	211,991	28,702	52,878		1,074,500 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	780,929	211,991	28,702	52,878	-	1,074,500
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- CapValAll
Non-Rateable	-	40,420	10,972	1,486	(52,878)		- CapValGen
<i>Total Modifications</i>	-	40,420	10,972	1,486	(52,878)	-	-
Total Costs and Modifications	-	821,349	222,963	30,187	-	-	1,074,500

Funded By

0.00% User Charges	-						-
18.61% Grants and Subsidies		152,880	41,501	5,619	-		200,000 CapValGen
0.00% Net Corporate Revenues		-	-	-	-		- 0
81.39% Capital Value Rating	-	668,469	181,463	24,568	-	-	874,500
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	821,349	222,963	30,187	-	-	1,074,500

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	-	204,568	55,532	7,519	13,852		281,470 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	204,568	55,532	7,519	13,852	-	281,470
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- CapValAll
Non-Rateable	-	10,588	2,874	389	(13,852)		- CapValGen
<i>Total Modifications</i>	-	10,588	2,874	389	(13,852)	-	-
Total Costs and Modifications	-	215,156	58,406	7,908	-	-	281,470

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- CapValGen
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	215,156	58,406	7,908	-	-	281,470
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	215,156	58,406	7,908	-	-	281,470

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	-	73,405	19,927	2,698	4,970		101,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	73,405	19,927	2,698	4,970	-	101,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	3,799	1,031	140	(4,970)		- CapValGen
<i>Total Modifications</i>	-	3,799	1,031	140	(4,970)	-	-
Total Costs and Modifications	-	77,205	20,958	2,838	-	-	101,000

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	77,205	20,958	2,838	-	-	101,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	77,205	20,958	2,838	-	-	101,000

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	-	164,259	44,590	6,037	11,122		226,008 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	164,259	44,590	6,037	11,122	-	226,008
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	8,502	2,308	312	(11,122)		- CapValGen
<i>Total Modifications</i>	-	8,502	2,308	312	(11,122)	-	-
Total Costs and Modifications	-	172,761	46,898	6,350	-	-	226,008

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	172,761	46,898	6,350	-	-	226,008
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	172,761	46,898	6,350	-	-	226,008

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

OUTPUT: OPERATING SURPLUS

Description This is the operating surplus as disclosed on page 11 of the Financial Plan.

Benefits The surplus is applied to capital expenditure.

Strategic Objectives **CCC Policy** Long Term Financial Strategy, Financial Management 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******Funding of Expenditure Needs Pursuant to Section 122E(1)(c)******General Benefits***

The extra rating necessary to support the surplus shall be allocated on the basis of capital value as best representing stakeholders' interest in the City.

Direct Benefits***Control Negative Effects***

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

OUTPUT : OPERATING SURPLUS

	<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	-	9,937,420	2,697,612	365,232	672,884		13,673,148 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	9,937,420	2,697,612	365,232	672,884	-	13,673,148
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	514,354	139,626	18,904	(672,884)		- CapValGen
<i>Total Modifications</i>	-	514,354	139,626	18,904	(672,884)	-	-
Total Costs and Modifications	-	10,451,774	2,837,238	384,136	-	-	13,673,148

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	10,451,774	2,837,238	384,136	-	-	13,673,148
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	10,451,774	2,837,238	384,136	-	-	13,673,148

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

OUTPUT: OTHER INTEREST

Description This is interest received on Reserve funds, Special funds and Sinking Finds.

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))***

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******Direct Benefits***

The interest earnings are assigned to stakeholders - i.e. ratepayers - in proportion to their capital value.

Control Negative Effects

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

OUTPUT : OTHER INTEREST

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		665,084	180,544	24,444	-		870,071 CapValGen
0.00% Capital Value Rating	-	(665,084)	(180,544)	(24,444)	-	-	(870,071)
0.00% Uniform Annual Charge		-	-	-			-

Total Funded By

-	-	-	-	-	-	-	-

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

OUTPUT: RATES PENALTIES

Description Charge added to unpaid rates for those ratepayers in arrears.

Benefits Defaulting ratepayers are encouraged to pay on time to avoid penalties.

Strategic Objectives F **CCC Policy** Rating Policy, Financial Management 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******Funding of Expenditure Needs Pursuant to Section 122E(1)(c)******General Benefits******Direct Benefits***

The earnings are assigned to stakeholders - i.e. ratepayers - in proportion to their capital value.

Control Negative Effects

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

OUTPUT : RATES PENALTIES

	<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		1,070,162	290,506	39,332	-		1,400,000 CapValGen
0.00% Capital Value Rating	-	(1,070,162)	(290,506)	(39,332)	-	-	(1,400,000)
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	-	-	-	-	-	-

3.2.0

Draft Corporate Plan
2003/04 Edition

*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

The 2003/04 budget is a business as usual budget and there is nothing of any substance to be reported.

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 34 FTEs.

3.2.1

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

OUTPUT CLASS EXPENDITURE		2002/2003 BUDGET \$	2003/2004 BUDGET \$
ELECTED MEMBER REPRESENTATION			
Mayoral	Page 3.2.2	585,667	644,936
Councillors	Page 3.2.3	2,144,841	1,967,128
Community Boards	Page 3.2.4	914,674	884,322
Elections	Page 3.2.5	30,000	767
DECISION MAKING			
Policy Advice	Page 3.2.6	1,228,326	1,310,946
Trading Activities Monitoring	Page 3.2.6	41,700	42,090
Meetings	Page 3.2.7	1,833,171	1,807,991
Corporate Research Projects	Page 3.2.7	113,728	131,644
Statutory Reporting & Communication	Page 3.2.8	712,739	917,114
PROJECT AND DISCRETIONARY EXPENDITURE			
Receptions	Page 3.2.9	214,629	213,126
Community Board Discretionary Funding	Page 3.2.9	396,679	373,339
Mayoral Projects	Page 3.2.10	51,534	51,317
TOTAL COSTS PUBLIC ACCOUNTABILITY		8,267,688	8,344,720
OUTPUT CLASS RECOVERIES			
ELECTED MEMBER REPRESENTATION			
Councillors	Page 3.2.3	25,000	25,000
Elections	Page 3.2.5	0	0
TOTAL RECOVERIES		25,000	25,000
TOTAL NET COST OF PUBLIC ACCOUNTABILITY		8,242,688	8,319,720
COST OF CAPITAL EMPLOYED		2,291	5,156
CAPITAL OUPUTS		14,500	3,000

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:

- Manage, timetable and support the implementation of the Mayor's goals and the Mayor's and Mayoress's programme of activities, including communications, diary and meeting schedules and ongoing administrative activities.
- Management of the Mayor's office and the Mayor's office budget.
- Management, research and resourcing support of the Mayor's projects.
- Facilitate the community's access to the Mayor and Council units, and the Mayor's access to the community, government agencies, media, Council units, and network of advisors.
- Write and process Mayoral correspondence, speeches and other forms of communication, ensuring a timely and appropriate response to all communications to the Mayor's office.
- Respond to citizens of Christchurch with appropriate advocacy, advice and representations on their behalf.

Objectives for 2003/04	Performance Indicators
<i>Mayoral support services:</i> 1. Provide a level of management and service that effectively supports the Mayor's activities.	• The Mayor is satisfied with the quality of management and support services provided by the Mayor's office.

3.2.2

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

OUTPUT : MAYORAL**2002/2003
BUDGET****2003/2004
BUDGET****Sub-Output: Mayoral Honorarium**

\$

\$

DIRECT COSTS

Mayoral Honorarium

105,000

136,000

105,000-----
136,000**Sub-Output: Mayors Office**

DIRECT COSTS

Administration Costs

95,000

105,000

TOTAL DIRECT COSTS

95,000-----
105,000

ALLOCATED COSTS

Alloc O/Head - Mayors Office

362,279

381,746

Alloc O/Head - Community Relations

7,220

7,220

Alloc O/Head - Output Corporate Overheads Cost Centre

16,167

14,970

TOTAL ALLOCATED COSTS

385,667-----
403,936

TOTAL NET COST - MAYORS OFFICE

=====

=====

TOTAL NET COST - MAYORAL

=====

=====

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.

Objectives for 2003/04	Performance Indicators
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.	• Proportion of residents satisfied with the value for money spent on providing Council services, as disclosed by the Annual Residents' Survey. • 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

	2002/2003 BUDGET	2003/2004 BUDGET
	\$	\$
DIRECT COSTS		
Support Service Costs	206,750	210,725
ALLOCATED COSTS		
MIS Charges	0	43,963
Alloc O/Head - Building Rent	310,086	310,086
Alloc O/Head - Councillors Cost Centre	1,558,840	1,337,340
Alloc O/Head - Output Corporate Overheads Cost Centre	58,335	54,184
Alloc O/Head - Community Relations	10,830	10,830
TOTAL COSTS	2,144,841	1,967,128
REVENUE		
Internal Recoveries	25,000	25,000
TOTAL REVENUE	25,000	25,000
TOTAL NET COSTS - COUNCILLORS	2,119,841	1,942,128

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.

Objectives for 2003/04	Performance Indicators
1. That each Community Board's objectives as detailed in its respective Community Plan be achieved.	• 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

2002/2003
BUDGET
\$

2003/2004
BUDGET
\$

ALLOCATED COSTS

Allocated O/head - Burwood/Pegasus Community Board Cost Centre	145,784	156,324
Allocated O/head - Fendalton/Waimairi Community Board Cost Centre	143,564	138,424
Allocated O/head - Hagley/Ferryhead Community Board Cost Centre	179,314	151,679
Allocated O/head - Spreydon/Heathcote Community Board Cost Centre	147,164	136,364
Allocated O/head - Shirley/Papanui Community Board Cost Centre	135,164	141,854
Allocated O/head - Riccarton/Wigram Community Board Cost Centre	140,564	136,299
Alloc O/Head - Output Corporate Overheads Cost Centre	23,120	23,379
	-----	-----
TOTAL COST COMMUNITY BOARDS	914,674	884,322
	=====	=====
TOTAL NET COSTS - COMMUNITY BOARDS	914,674	884,322
	=====	=====

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 three 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

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Administration Costs	30,000	0
Election Issues Research	0	0
	-----	-----
TOTAL DIRECT COSTS	30,000	0
	-----	-----
ALLOCATED COSTS		
Alloc O/Head - Elections C/C	0	0
Alloc O/Head-Legal - Secretariat	0	0
Alloc O/Head - Output Corporate Overheads Cost Centre	0	767
	-----	-----
TOTAL ALLOCATED COSTS	0	767
	-----	-----
TOTAL COSTS	30,000	767
	=====	=====
EXTERNAL REVENUE		
Canterbury Regional Council Contribution	0	0
Electoral Roll Sales	0	0
Electoral Deposits Forfeited	0	0
District Health Board Contribution	0	0
	-----	-----
TOTAL REVENUE - ELECTIONS	0	0
	=====	=====
NET COST - ELECTIONS	30,000	767
	=====	=====

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 2003/04	Performance Indicators
1. Provide timely, quality policy advice.	• All policy reports requested of Senior Management completed within the specified time frame. • As determined by Annual Survey, elected members satisfied with quality of advice reports, at least 90%.
2. Provide management support and secretarial services to Christchurch City Facilities Limited and liaison with other Council LATEs / contracted service providers as required to ensure the Council is kept informed on operations/issues as appropriate.	• All statutory requirements met. • Elected members fully informed on key issues..

3.2.6

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

OUTPUT : POLICY ADVICE	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
NZ Local Government Association	75,000	75,000
ALLOCATED COSTS		
City Managers Office (Advice)	199,628	257,474
Legal Services	173,480	233,255
Director of Finance	26,695	89,140
Director of Operations (Internal Change/Management)	98,343	20,580
Director of Business Projects (Advice)	25,727	26,499
Director of Policy	181,251	181,059
Director of Information (Advice)	65,110	64,524
Financial Services - Corporate Plan	24,943	26,526
Community Advocacy (Advice)	310,459	305,492
Alloc O/Head - Output Corporate Overheads Cost Centre	47,690	31,396
	-----	-----
TOTAL COST POLICY ADVICE	1,228,326	1,310,946
	=====	=====
OUTPUT : TRADING ACTIVITIES MONITORING		
ALLOCATED COSTS		
Director of Finance	2,205	1,354
Director of Business Projects	38,453	39,670
Alloc O/Head - Output Corporate Overheads Cost Centre	1,042	1,066
	-----	-----
TOTAL COST TRADING ACTIVITIES MONITORING	41,700	42,090
	=====	=====

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.

Objectives for 2003/04	Performance Indicators
1. Implement an agreed programme of elected member meetings.	• 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

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : MEETINGS		
ALLOCATED COSTS		
Community Secretarial	854,786	834,719
Corporate Secretarial	926,769	926,416
Alloc O/Head - Output Corporate Overheads Cost Centre	51,617	46,856
TOTAL COST MEETINGS	1,833,171	1,807,991
	=====	=====
OUTPUT : CORPORATE RESEARCH PROJECTS		
DIRECT COSTS		
TOTAL DIRECT COSTS	0	0
	-----	-----
ALLOCATED COSTS		
Operations Directorate (Internal Ombudsman)	110,418	128,737
Alloc O/Head - Output Corporate Overheads Cost Centre	3,310	2,907
TOTAL ALLOCATED COSTS	113,728	131,644
TOTAL COST - CORPORATE RESEARCH PROJECTS	113,728	131,644
	=====	=====

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 2003/04	Performance Indicators
1. Prepare and release the Plan and Annual Report.	• The Plan and Annual Report prepared and finalised in accordance with approved timetable and statutory requirements.
2. Implement a survey of residents' use of and satisfaction with Council services.	• Residents' survey implemented by 30 June 2004.

3.2.8

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

OUTPUT : STATUTORY REPORTING & COMMUNICATION

2002/2003
BUDGET
\$

2003/2004
BUDGET
\$

Sub-Output: Annual Plan / LTCCP

ALLOCATED COSTS

Director of Finance (Annual Plan)

17,642

11,886

Director of Finance (Strategic Statement)

2,814

1,896

Director of Operations

0

0

Financial Services (Annual Plan / LTCCP)

187,166

243,567

Information Directorate (Annual Plan/LTCCP Development)

0

131,098

EEO Programme (Personnel)

25,000

25,000

TOTAL COST ANNUAL PLAN & STRATEGIC STATEMENT

232,623

413,447

Sub-Output: Annual Report

DIRECT COSTS

Citizens Survey

75,000

75,000

TOTAL DIRECT COSTS

75,000

75,000

ALLOCATED COSTS

Financial Services

361,095

385,449

EEO Programme (Personnel)

25,000

25,000

TOTAL ALLOCATED COSTS

386,095

410,449

TOTAL COSTS - ANNUAL REPORT

461,095

485,449

Sub Output: Output Overheads

Alloc O/Head - Output Corporate Overheads Cost Centre

19,021

18,218

19,021

18,218

TOTAL COSTS STATUTORY REPORTING & COMMUNICATION

712,739

917,114

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.

Objectives for 2003/04	Performance Indicators
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:
 - (a) \$290,000 per annum funding to nominate against desired projects for inclusion in the annual programme of relevant business units to implement.
 - (b) \$60,000 per annum of discretionary funds to retain and distribute as the Board sees fit.
 - (c) \$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

	2002/2003 BUDGET	2003/2004 BUDGET
ALLOCATED COSTS	\$	\$
Community Relations	207,589	207,640
Alloc O/Head - Output Corporate Overheads Cost Centre	7,040	5,486
	-----	-----
TOTAL COSTS RECEPTIONS	214,629	213,126
	=====	=====

OUTPUT : COMMUNITY BOARD DISCRETIONARY FUNDING

Discretionary Funds held for allocation during year

Burwood / Pegasus (Discretionary)	37,500	23,450
Fendalton/ Waimairi (Discretionary)	60,000	60,000
Hagley/ Ferrymead (Discretionary)	40,220	39,100
Spreydon / Heathcote (Discretionary)	50,000	50,000
Shirley / Papanui (Discretionary)	50,000	50,000
Riccarton/Wigram (Discretionary)	39,600	41,000
Strengthening Community Action Plans (Total for 6 Boards)	105,000	99,650
ALLOCATED COSTS		
Alloc O/Head - Output Corporate Overheads Cost Centre	14,359	10,139
	-----	-----
TOTAL COST COMMUNITY BOARD DISCRETIONARY FUNDING	396,679	373,339
	=====	=====

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**2002/2003
BUDGET****2003/2004
BUDGET**

DIRECT COSTS

\$

\$

Projects (To be indentified)

50,000

50,000

ALLOCATED COSTS

Alloc O/Head - Output Corporate Overheads Cost Centre

1,534

1,317

TOTAL COST MAYORAL PROJECTS

51,534

51,317

TOTAL COST - DISCRETIONARY EXPENDITURE

448,213

424,656

3.2.11

RESPONSIBLE COMMITTEE	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	CAPITAL OUTPUTS

FIXED ASSETS	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	
RENEWALS & REPLACEMENTS					0	
Renew Miscellaneous	1,000	1,000	1,000	1,000	1,000	
Office Furniture						
Furniture - Civic Reception Area						
TOTAL RENEWALS & REPLACEMENTS	1,000	1,000	1,000	1,000	1,000	
ASSET IMPROVEMENTS					0	
Computer Software	2,000	10,000	2,000	1,000	2,000	
TOTAL ASSET IMPROVEMENTS	2,000	10,000	2,000	1,000	2,000	
TOTAL CAPITAL EXPENDITURE	3,000	11,000	3,000	2,000	3,000	
Annual Plan 2002/2003	\$14,500	\$3,000	\$11,000	\$3,000	\$2,000	\$3,000

	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
RENEWALS & REPLACEMENTS	1,500	1,500	1,500	1,500	1,500
ASSET IMPROVEMENTS	2,000	2,000	2,000	2,000	2,000
	3,500	3,500	3,500	3,500	3,500
Annual Plan 2002/2003	\$3,500	\$3,500	\$3,500	\$3,500	

MONITORING COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		PUBLIC ACCOUNTABILITY				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2002/2003 Proposed Charge	2002/2003 Projected Revenue From Proposed Charge	2003/2004 Proposed Charge	2003/2004 Projected Revenue From Proposed Charge	2003/2004 Projected Revenue as a percentage of Total Cost	Notes
ELECTIONS						
Canterbury Regional Council Contribution		\$0		\$0	0.00%	
Electoral Deposits Forfeited		\$0		\$0	0.00%	
District Health Board Contribution		\$0		\$0	0.00%	
TOTAL		\$0		\$0		

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, HAGLEY/FERRYMEAD

HAGLEY/FERRYMEAD COMMUNITY BOARD

2003/04
BUDGET
\$

Discretionary Fund - Held for allocation during year 39,100

COMMUNITY RELATIONS (HAGLEY/FERRYMEAD COMMUNITY ADVOCACY TEAM)

Avebury House	5,000
Bromley After School Programme	27,000
Bromley Community Centre Community Development Worker	20,000
Civic Education and Awareness Project	5,000
Community Development Fund	15,500
Community Service Awards	2,500
Elderly: Strengthening Communities	20,000
Garden Pride Awards	1,750
Heritage Awards	2,500
Linwood After School Programme	30,000
Linwood North Research	7,500
SOSCARS	10,000
St Marys Youth Group Youth Worker	7,000
Te Whare Roimata Community Garden	25,000
Volunteer Libraries ñ Redcliffs, Woolston and Heathcote	3,300
Youth Caf�� Strengthening Communities	17,000
Youth Initiatives Facilitators	27,000
Youth Initiatives Facilitators: Strengthening Communities	3,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, HAGLEY/FERRYMEAD

HAGLEY/FERRYMEAD COMMUNITY BOARD (CONTD.)

2003/04
BUDGET
\$

LEISURE

Community Events and Special Days Fund	15,000
L.Y.F.E. Festival	15,000
Learn to Swim	3,000
Linwood Holiday Programme	15,000
Linwood Youth Holiday Programme	9,800
Older Adultsí Programme	4,000
Phillipstown Holiday Programme	5,000
Public Artworks Fund	10,000
Richmond Holiday Programme	4,800
Sumner Pool	4,000

PARKS AND WATERWAYS

Avon River Jetty	8,750
Graffiti Removal	3,500

CITY STREETS

Cranley Street Pedestrian Island	9,000
Sumner Village: Entrance Threshold Treatment	15,000

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

**2003/04
BUDGET
\$**

Discretionary Fund - Held for allocation during year Discretionary

41,000

COMMUNITY RELATIONS (RICCARTON/WIGRAM COMMUNITY ADVOCACY TEAM)***Community Board***

Environment Committee

40,000

Transport and Roading Committee

15,000

Children & Youth

After School Programme

20,000

Holiday Programmes

5,000

Holiday Programmes - Hornby/ Riccarton

19,000

Holiday Programmes - Youth recreation

5,000

Hornby Female Youth Worker

15,500

Hornby Youth Worker-Programmes

20,000

Riccarton Youth Worker Salary Support

20,000

Sockburn Holiday Programme Extension

7,500

Teenage Rage Camps

5,000

Youth Initiatives Fund

35,000

General Community

Community Arts Project ñ Public Art Work

2,000

Community Development Fund Top-Up

10,000

Community Events

14,000

Community Initiatives Fund

25,000

Community/Youth Awards/Youth Development Scheme

7,500

Neighbourhood Week Grants

3,600

Resident Group Fund

2,000

Specific Communities

Broomfield/Hei Hei CD (Programme and Project)

12,500

Elder Persons Fund - recreation

10,000

Fiji Social Services Trust Rental Grant

7,900

Maori Community Development Worker (Programme and Project)

12,500

Wycla Recreation/Health Project

35,000

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

2003/04
BUDGET
\$

Discretionary Fund - Held for allocation during year	60,000
Strengthening Communities Action Plan Fund: - SCAP: Held for allocation during year	40,000

COMMUNITY RELATIONS (FENDALTON/WAIMAIRI COMMUNITY ADVOCACY TEAM)

Art in Public Places	9,000
Bishopdale Multi Purpose Facility ñ ongoing planning	5,000
Bishopdale School Initiatives	4,800
Canterbury Neighbourhood Support ñ Year 3 grant	5,000
Christchurch North Citizens Advice Bureau ñ annual grant	10,000
Community Celebration Events	4,000
Community Development Funding ñ ñ top-upî	25,000
Community Facilities: Fendalton/Waimairi	6,200
Community Seeding Support	5,000
Community Trust Initiatives	3,000
Community Workers	40,000
Ethnic Support Groups	2,000
Orana Park Wildlife Trust ñ Year 3 grant for footpaths	10,000
Out of School Care Programmes ñ grants	20,000
School Support Initiatives ñ grant	6,000
Streetscape Projects ñ partnerships with local businesses	10,000
Te Ropu Tamariki	7,000
Youth Communications: Fendalton/Waimairi	2,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, FENDALTON/WAIMAIRI

FENDALTON/WAIMAIRI COMMUNITY BOARD (CONTD.)

**2003/04
BUDGET
\$**

LEISURE

Art Beat	5,000
Culture Galore	8,000
Get Crafty	1,500
Kydz Day Out	3,000
Lets Go	7,000
Live Wires	7,000
Older Adults Leisure Club	4,000
Yis Guys Teenager Holiday Programme	3,500
Youth Event	5,000

PARKS AND WATERWAYS

Facilities for Teenagers in parks	10,000
Tree Plantings: Large	15,000
Trees (Memorial Ave, Colwyn St, Others)	26,000

CITY STREETS

Coloured Plantings at selected sites ñ ongoing programme	5,000
Plynlimon Road ñ complete footpath across park frontage/Orkney Street intersection	6,000
Wairakei Road/Breens Road area ñ widening & remarking	10,000

Total Allocation Fendalton/Waimairi Community Board

390,000
=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, SPREYDON/HEATHCOTE

SPREYDON/HEATHCOTE COMMUNITY BOARD

2003/04
BUDGET
\$

Discretionary Fund - Held for allocation during year	49,650
Strengthening Communities Action Plan Fund - SCAP: Held for allocation during year	40,000

COMMUNITY RELATIONS (SPREYDON/HEATHCOTE COMMUNITY ADVOCACY TEAM)

Addington.net (lease of premises)	12,550
Arbor Day	1,500
Christmas Lights (hanging and repairs)	2,400
Community Service and Youth Awards	3,000
Garden Pride Awards (certificates, presentation functions)	1,000
Sydenham Church Heritage ñ (construction of new toilets)	19,000
Heritage Week (Walk and talks)	400
Hillmorton High/Sport Canterbury pilot programme	1,000
Neighbourhood Week	5,000
Newsletters and information sharing	14,000
Sydenham Project	5,000
Youth Development Fund	5,000

COMMUNITY RELATIONS (COMMUNITY SERVICES - COMMUNITY DEVELOPMENT ADVISERS)

After School Programmes	40,000
Family and Community Development Worker	35,000
Hoon Hay Youth Centre (rent support)	15,000
Kingdom Resources (First Step courses)	10,000
Professional Support and Development	10,000
Rowley Resource Centre (feasibility study)	10,000
Strickland Street Gardens (contribution to salary and vehicle expenses)	15,000
Sydenham Community Development Worker	10,000
Youth Initiatives Support	23,00

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, SPREYDON/HEATHCOTE

SPREYDON/HEATHCOTE COMMUNITY BOARD (CONTD.)

2003/04
BUDGET
\$

LEISURE***Children's Holiday Programmes:***

Barrington Fun Day	4,000
Hoon Hay Youth Centre, activity costs	3,000
Waltham Youth Trust, 10-14 years, activity costs	3,700

Community Recreation events:

Hoon Hay Multi-cultural event	8,000
Older Adults' funding for community groups and activities	6,000
Polytech recreation programme	1,500
St Martins Concert	2,500
Waltham Fun Day	3,000

Youth Recreation Projects:

Cross Over Trust Recreation Programme	2,800
Hoon Hay Youth Centre Holiday Programme and camps	4,000
Waltham Youth Trust camps	4,000

PARKS AND WATERWAYS

Beckenham Park playground upgrade	15,000
Hastings Street Reserve (additional planting)(Urban Renewal)	5,000

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

2003/04
BUDGET
\$

Discretionary Fund - Held for allocation during year

23,450

COMMUNITY RELATIONS (BURWOOD/PEGASUS COMMUNITY ADVOCACY TEAM)

Agape Street Ministries	1,500
Aranui Community Renewal	25,000
A-Z Budgeting Services Trust	10,000
Burwood/Pegasus Community Car Watch	4,000
Community Response Assistance Fund	5,000
Crossroads with a Future Trust	10,000
Dallington Community Cottage Trust: Community Development Worker	20,000
Family & Community Division of Anglican Care, East Aranui Project: Community Worker	10,000
Homemade Partnership Trust: Aranui	10,000
Neighbourhood Week 2003	1,000
New Brighton Project	15,000
Out of School Programme Support	25,000
Parklands Community Pottery Room	2,600
Parklands Community Projects	10,000
Parklands Residents' Association/. Parklands Youth Trust	8,000
Project Employment and Environmental Enhancement Programme	8,000
Senior Net New Brighton	3,000
St Andrews House Community Trust, North New Brighton: Community Development Worker	20,000
Te Kupenga O Aranui: Community Development Worker	20,000
Te Ropu Tamariki	5,000
Turangawaewae Family Trust: Aranui	8,000
Youth Alive Trust: New Brighton	8,000
Youth Development Fund	2,500
Wainoni/Avonside Community Services Programme	5,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, BURWOOD/PEGASUS

BURWOOD/PEGASUS COMMUNITY BOARD (CONTD.)

**2003/04
BUDGET
\$**

LEISURE

Anzac Drive Artwork	10,000
Arts Activities: Burwood/Pegasus	2,000
Beach Blast: Burwood/Pegasus	1,500
Christmas Events: Burwood/Pegasus	4,000
Family Fishing Day: Burwood/Pegasus	2,000
Holiday Programmes Subsidy	20,000
Older Adults Programme	2,000
Physical Sport and Recreation Fund	25,000
Samoan Independence Day	2,500
Skatejam Youth Event	3,500
Volunteer Holiday Programme Leaders Training Subsidy	2,000
World Buskers Festival in New Brighton	9,000
Youth Event at QEII: Burwood/Pegasus:	1,000
Youth Holiday Programmes	6,000

PARKS AND WATERWAYS

Arbor Day	1,500
Avon-Heathcote Estuary Ihutai Trust	3,000
Bexley Wetland Trust	1,000
Broad Park	5,000
Burwood War Memorial	5,000
Clare Park Drinking Fountain	2,000
New Brighton Foreshore Worker	3,000
Pleasant Point Yacht Club	2,000
QEII Park Drinking Fountain	2,000
South Brighton Domain Drinking Fountain	2,000
Travis Wetland Trust	3,000

3.2.text.22

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, BURWOOD/PEGASUS

BURWOOD/PEGASUS COMMUNITY BOARD (CONTD.)

**2003/04
BUDGET
\$**

CITY STREETS

Castletown Accessway Security	250
New Brighton Road (Burwood Park) Pedestrian Island	9,000
Speed Trailer: Rental	700

Total Allocation Burwood/Pegasus Community Board	----- \$9,950 =====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, SHIRLEY/PAPANUI

SHIRLEY/PAPANUI COMMUNITY BOARD

2003/04
BUDGET
\$

Discretionary Fund - Held for allocation during year	50,000
Strengthening Communities Action Plan Fund - SCAP: Held for allocation during year	20,000

COMMUNITY RELATIONS (SHIRLEY/PAPANUI COMMUNITY ADVOCACY TEAM)***Community Development***

Community Development Fund - Social Wellbeing and Community Policies	16,500
Papanui Community Network - Establishment	1,000

SCAP Fund Projects

Richmond - Community Needs Research	5,000
Shirley Community Trust - Neighbourhood Safety Project.	10,000
Youth Forever Club - Projects	5,000

Community Workers

Belfast Community Network Inc - Community Co-ordinator.	15,000
Delta Community Support Trust - Community Worker.	15,000
Neighbourhood Trust - Community Worker.	10,000
Papanui Youth Co-ordinator	10,000

Board Grants

Belfast Community Pool - Grant	5,000
Christchurch North Citizens Advice Bureau - Grant	10,000
Orana Park Wildlife Trust - Project to upgrade facilities	7,500
Styx Living Laboratory Trust - Part Funding Co-ordinator	10,000

Community Activities

Rock Solid - Youth Projects	5,000
Te Ora Hou - Youth Projects	10,000
Youth 4 Youth Projects	5,000
Youth Development Scheme - To assist young people in sport/arts/cultural exchange	12,000

After School Programmes

Belfast OSCAR - Grant	15,000
Northcote OSCAR - Grant	5,000
Quinns Rd OSCAR - Grant	10,000
Shirley OSCAR - Grant	15,000
Te Ropu Tamahine - Grant for Girls Club at Northcote School	8,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY MANAGER, SHIRLEY/PAPANUI

SHIRLEY/PAPANUI COMMUNITY BOARD (CONTD.)

**2003/04
BUDGET
\$**

LEISURE (COMMUNITY EVENTS SHIRLEY/PAPANUI)

Community Events - projects in partnership with community groups	24,000
People with Disabilities - assistance with children to access recreation programmes	3,000
Tweenager Recreation Programmes - for 10-13 year age bracket	12,000
Youth (14-18 years) Recreation Projects- Partnerships with young	21,000
Art In Public Places - Project funding	5,000

PARKS AND WATERWAYS UNIT

Abberley Park - Shade structure over paddling pool	7,500
Brooklands Spit - Dune restoration Work	5,000
Grants Rd @ Papanui Stream - Seating, art work	5,000
Macfarlane Park - Seating	5,000
Memorial Reserve, Cnr Papanui & Horner - Seating, landscaping	5,000
Papanui Stream - Interpretation and art work	7,500
St Albans Creek - Replacement of concrete abutment	5,000

CITY STREETS

East Papanui NIP & "Living Streets" Cluster - Signage	5,000
Medway @ North Parade - Seating in "pocket park"	5,000

Total Allocation Shirley/Papanui Community Board

390,000
=====

3.2.funding

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	FUNDING POLICY

For Funding Policy see page 3.2.funding.text.2

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	-	468,729	127,241	17,227	31,739		644,936 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	468,729	127,241	17,227	31,739	-	644,936
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	24,261	6,586	892	(31,739)		- CapValGen
<i>Total Modifications</i>	-	24,261	6,586	892	(31,739)	-	-
Total Costs and Modifications	-	492,990	133,827	18,119	-	-	644,936

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	492,990	133,827	18,119	-	-	644,936
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	492,990	133,827	18,119	-	-	644,936

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	-	1,429,676	388,100	52,545	96,806		1,967,128 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	1,429,676	388,100	52,545	96,806	-	1,967,128
<i>Modifications</i>							
Transfer User Costs to Rating	25,000	(18,170)	(4,932)	(668)	(1,230)		- CapValAll
Non-Rateable	-	73,059	19,832	2,685	(95,576)		- CapValGen
<i>Total Modifications</i>	25,000	54,889	14,900	2,017	(96,806)	-	-
Total Costs and Modifications	25,000	1,484,565	403,000	54,563	-	-	1,967,128

Funded By

1.27% User Charges	25,000						25,000
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
98.73% Capital Value Rating	-	1,484,565	403,000	54,563	-	-	1,942,128
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	25,000	1,484,565	403,000	54,563	-	-	1,967,128

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	-	642,711	174,470	23,622	43,519		884,322 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	642,711	174,470	23,622	43,519	-	884,322
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	33,266	9,030	1,223	(43,519)		- CapValGen
<i>Total Modifications</i>	-	33,266	9,030	1,223	(43,519)	-	-
Total Costs and Modifications	-	675,977	183,501	24,844	-	-	884,322

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	675,977	183,501	24,844	-	-	884,322
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	675,977	183,501	24,844	-	-	884,322

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

	<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	-	557	151	20	38		767 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	557	151	20	38	-	767
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- CapValGen
Non-Rateable	-	29	8	1	(38)		- CapValGen
<i>Total Modifications</i>	-	29	8	1	(38)	-	-
Total Costs and Modifications	-	586	159	22	-	-	767

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	586	159	22	-	-	767
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	586	159	22	-	-	767

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	-	952,774	258,640	35,017	64,514		1,310,946 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	952,774	258,640	35,017	64,514	-	1,310,946
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	49,315	13,387	1,812	(64,514)		- CapValGen
<i>Total Modifications</i>	-	49,315	13,387	1,812	(64,514)	-	-
Total Costs and Modifications	-	1,002,089	272,027	36,830	-	-	1,310,946

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	1,002,089	272,027	36,830	-	-	1,310,946
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	1,002,089	272,027	36,830	-	-	1,310,946

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	-	30,591	8,304	1,124	2,071		42,090 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	30,591	8,304	1,124	2,071	-	42,090
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	1,583	430	58	(2,071)		- CapValGen
<i>Total Modifications</i>	-	1,583	430	58	(2,071)	-	-
Total Costs and Modifications	-	32,174	8,734	1,182	-	-	42,090

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	32,174	8,734	1,182	-	-	42,090
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	32,174	8,734	1,182	-	-	42,090

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

Customer Residential Commercial Rural Institutions Grants Total Method

Costs and Modifications*Costs*

100.00% General Benefits	-	1,314,019	356,703	48,294	88,975		1,807,991	CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0	
0.00% Negative Effects	-	-	-	-	-		- 0	
<i>Total Costs</i>	-	1,314,019	356,703	48,294	88,975	-	1,807,991	

Modifications

Transfer User Costs to Rating	-	-	-	-	-		- 0	
Non-Rateable	-	68,013	18,463	2,500	(88,975)		- CapValGen	
<i>Total Modifications</i>	-	68,013	18,463	2,500	(88,975)	-	-	

Total Costs and Modifications	-	1,382,031	375,166	50,794	-	-	1,807,991	

Funded By

0.00% User Charges	-						-	
0.00% Grants and Subsidies		-	-	-	-		- 0	
0.00% Net Corporate Revenues		-	-	-	-		- 0	
100.00% Capital Value Rating	-	1,382,031	375,166	50,794	-	-	1,807,991	
0.00% Uniform Annual Charge		-	-	-			-	

Total Funded By	-	1,382,031	375,166	50,794	-	-	1,807,991	

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	-	95,677	25,972	3,516	6,478		131,644 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	95,677	25,972	3,516	6,478	-	131,644
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	4,952	1,344	182	(6,478)		- CapValGen
<i>Total Modifications</i>	-	4,952	1,344	182	(6,478)	-	-
Total Costs and Modifications	-	100,629	27,317	3,698	-	-	131,644

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	100,629	27,317	3,698	-	-	131,644
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	100,629	27,317	3,698	-	-	131,644

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	-	666,543	180,940	24,498	45,133		917,114 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	666,543	180,940	24,498	45,133	-	917,114
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	34,500	9,365	1,268	(45,133)		- CapValGen
<i>Total Modifications</i>	-	34,500	9,365	1,268	(45,133)	-	-
Total Costs and Modifications	-	701,043	190,305	25,766	-	-	917,114

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	701,043	190,305	25,766	-	-	917,114
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	701,043	190,305	25,766	-	-	917,114

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	-	154,896	42,048	5,693	10,488		213,126 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	154,896	42,048	5,693	10,488	-	213,126
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	8,017	2,176	295	(10,488)		- CapValGen
<i>Total Modifications</i>	-	8,017	2,176	295	(10,488)	-	-
Total Costs and Modifications	-	162,914	44,225	5,988	-	-	213,126

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	162,914	44,225	5,988	-	-	213,126
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	162,914	44,225	5,988	-	-	213,126

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	-	271,337	73,657	9,972	18,373		373,339 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	271,337	73,657	9,972	18,373	-	373,339
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	14,044	3,812	516	(18,373)		- CapValGen
<i>Total Modifications</i>	-	14,044	3,812	516	(18,373)	-	-
Total Costs and Modifications	-	285,381	77,470	10,489	-	-	373,339

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	285,381	77,470	10,489	-	-	373,339
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	285,381	77,470	10,489	-	-	373,339

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	-	37,297	10,125	1,371	2,525		51,317 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	37,297	10,125	1,371	2,525	-	51,317
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	1,930	524	71	(2,525)		- CapValGen
<i>Total Modifications</i>	-	1,930	524	71	(2,525)	-	-
Total Costs and Modifications	-	39,227	10,649	1,442	-	-	51,317

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	39,227	10,649	1,442	-	-	51,317
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	39,227	10,649	1,442	-	-	51,317

4.1.0

Draft Corporate Plan
2003/04 Edition

CORPORATE OFFICE

4.1.i

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - CHIEF EXECUTIVE OFFICER
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 the frameworks set out in the Local Government Act. To provide leadership to the staff organisation in a manner which increases its capacity and promotes effective change in its style of operation.

Key Changes***Contributions towards the \$10M Net Rates Savings Targets***

- The 2003/04 draft budget is \$28,923 less than the approved net direct cost projections. This represents the Unit (\$28,923) contribution towards the \$10M net rates savings target which was established by the Council on 16 July 2002.

Restructuring of Budgets

- This budget reflects the Investigation Commissioner Output having been moved from Operations Directorate to the Chief Executive's Office, as part of the Corporate Centre Review with an increase of one FTE.

FROM		TO	
Operations Directorate		Chief Executive's Office	
	2002/03 \$		2002/03 \$
Investigations Commissioner Output	(110,418)	Investigations Commissioner Output	110,418
TOTAL	(\$110,418)	TOTAL	\$110,418

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

The 2003/04 budget is a business as usual budget and there is nothing of any substance to be reported.

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 and meet HR standards
- 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

The 2003/04 budget is a business as usual budget and there is nothing of any substance to be reported.

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.
- Provide leadership and be accountable for civil defence and emergency planning.
- Provide leadership in the development and delivery of the Council's Customer Service strategy.
- Manage the Council's Customer and Service Centre Networks and ensure they are supported by appropriate information systems.
- Provide independent reviews and reports to management as to the adequacy of internal controls, risk management and quality of performance.
- To facilitate the provision of a safe and healthy work environment to reduce any form of harm to staff , citizens or visitors.
- Promote effective risk management practices in Units and the monitoring Corporate wide risks.
- Provide advice on insurance matters, including the processing of claims.
- Advise on Council communication and general communication policy and provide support to Council Units and Teams in providing information to ratepayers/citizens.

Key Changes

Committed Costs (Operating)

- The existing Staff Assistance Programme was re-energised during 2002/03 and relaunched as the Staff Support Programme with new Referral Advisors and brochures. The Workplace Chaplaincy contact hours at the Civic Office were increased from September 2002 from 8 to 12 hours per week to ensure a proactive health care model. This increase in hours was approved by the Director of Human Resources. The additional cost is \$7,280 per annum. \$7,280

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
ACTIVITY:	BUSINESS UNIT SUMMARY

Contributions towards the \$10M Net Rates Savings Targets

- Staff Cost Reduction – staff numbers in the Communication, Publishing and Design area has been reduced by 2 FTE. (\$110,000)
- City Scene Publications – budget provision has been reduced based on the actual costs to produce the City Scene. (\$53,050)
- ACC Corporate Contingency – this budget provision was a reserve to cater for possible expenditure relating to greater use of the Council's external injury management provider. (\$40,000)
- The 2003/04 draft budget is \$34,049 less than the approved net direct cost projections. This represents the Unit contribution towards the \$10M net rates savings target which was established by the Council on 16 July 2002. (\$34,049)

Restructuring of Budgets

- The Investigations Commissioner will become a member of the City Manager's Office from 1 July 2003. Accordingly, the input costs and the Investigations Commissioner Output will be included in the budget of the City Manager's Office.
- Within the Management Output Class, three new Outputs have been created relating to the delivery of customer services as a result of a change in the methodology of allocating costs that were previously included in the Counter Services Output. The new Outputs are:
 - Telephone and Electronic Customer Services
 - Walk-in Services
 - Customer Services – Information and Advice

FROM

TO

Operations Directorate		City Manager's Office	
	2002/03 \$		2002/03 \$
Investigations Commissioner Output	(110,418)	Investigations Commissioner Output	110,418
TOTAL	(\$110,418)	TOTAL	\$110,418

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 provide the Council with support and advice on the implementation of the Local Government Act 2002, particularly in the areas of identifying community outcomes and priorities and the LTCCP.

Key Changes

New Operating Initiatives

- Redesigning Resources Initiative (as per Budget Scrutiny and Audit Special Committee, October 2002) \$20,000
on-going

Contributions towards the \$10M Net Rates Savings Targets

- The 2003/04 draft budget is \$80,510 less than the approved net direct cost projections. This represents the Unit contribution towards the \$10M net rates savings target which was established by the Council on 16 July 2002. (\$80,510)

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objective

- Maximising the effectiveness of the Council's activities by constantly seeking to develop information resources and services to better meet the needs of the Council's customers, stakeholders and staff.
- Leading, developing and effectively communicating the Council's strategies and policies for the development of Christchurch as a city which is an excellent place in which to live, work and play.

Key Changes

Contributions towards the \$10M Net Rates Savings Targets

- The 2003/04 draft budget is \$87,984 less than the approved net direct cost projections. This represents the Unit contribution towards the \$10M net rates savings target which was established by the Council on 16 July 2002. (\$87,984)

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

The 2003/04 budget is a business as usual budget and there is nothing of any substance to be reported.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
OUTPUTS:	CORPORATE OFFICE – LEGAL AND SECRETARIAT SECTION
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objectives

To provide a high quality, cost effective in-house legal consultancy service.

Key Changes

Contributions towards the \$10M Net Rates Savings Targets

- The 2003/04 draft budget for the Legal Services Unit is \$3,162 less than the approved net direct cost projections. This represents the Unit contribution towards the \$10M net rates savings target which was established by the Council on 16 July 2002. (\$3,162)

Restructuring of Budgets

- The following output and function has now transferred from the Community Relations Unit to the Legal Services Unit.

FROM

TO

Community Relations Unit			Legal Services Unit		
Outputs	2002/03 \$	2003/04 \$	Outputs	2002/03 \$	2003/04 \$
Council/Committee Servicing	(926,769)	(926,299)	Council /Committee Servicing	926,769	926,299
TOTAL	(926,769)	(926,299)	TOTAL	926,769	926,299

4.1.0

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

For Output summary see page 4.1.1

4.1.1

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
NET COST SUMMARY - CORPORATE OFFICE & CORPORATE FUNCTIONS		
LIAISON, ADVICE & MANAGEMENT SUPPORT		
Customer Services Operation	-	-
INFORMATION DEVELOPMENT		
Electronic Services	1,142,331	1,003,840
CITY MONITORING AND RESEARCH		
Community Research	113,674	114,941
City Monitoring	78,239	78,868
Information Collection and Analysis	232,695	233,683
CITY DEVELOPMENT ADVICE		
Environment Conservation And Open Space	195,177	182,488
City Planning	861,996	872,214
Urban Design Advice	198,613	185,036
City Heritage Advice And Grants	975,466	1,030,028
Transportation	285,775	334,332
Area Plans	-	317,000
CITY PLANNING		
City Plan	278,485	290,081
Regional And District Plans And Policies	47,256	46,476
Urban Amenity Improvement Plans	409,016	401,178
Central City Policy, Planning And Project Development	925,206	825,421
City Plan Monitoring	97,141	97,458
Urban Renewal Projects	-	65,000
CONSENTS & APPLICATIONS	-	-
Summit Road Protection	23,815	27,162
Regional Plans Consents	47,256	46,476
City And District Plans Consents	126,207	150,320

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
NET COST SUMMARY - CORPORATE OFFICE & CORPORATE FUNCTIONS		
FUNDS ADMINISTRATION		
Non Conforming Uses Fund Administration	9,581	12,459
Heritage Retention Fund Administration And Grants	599,711	592,572
COMMUNICATIONS		
External Communications Media Relations	42,440	51,649
External Communication Community Information	443,398	382,948
Internal Communication	-	-
CUSTOMER SUPPORT SERVICES		
Information And Reception	1,770,256	1,684,840
POLICY ADVICE		
Social Policy And Community Governance Advice	232,177	273,430
Sustainable Development Policy And Planning	455,687	448,717
Sustainable Initiatives	310,273	331,632
Environmental Health	278,762	278,835
Environmental Promotion Programmes	208,370	197,970
SECRETARIAT		
Council / Committee Servicing	-	-
TOTAL NET COST	10,389,005	10,557,055
COST OF CAPITAL EMPLOYED	364,976	352,049
CAPITAL OUTPUTS	1,215,957	821,200

4.1.3

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

SUMMARY - CORPORATE OFFICE**2002/2003****2003/2004****BUDGET****BUDGET****OUTPUT CLASS EXPENDITURE****\$****\$****LIAISON, ADVICE & MANAGEMENT SUPPORT**

Corporate Advice

907,026

1,021,189

Financial Advice

200,282

137,853

Legal Advice

621,984

673,904

Trading Activities

323,463

320,519

General Management

324,101

383,868

Employee Relations

350,973

377,345

Strategy

266,660

281,172

Organisational Development

403,197

437,948

Internal Change/Business Improvement

511,714

501,961

Elected Members

181,251

181,059

Economic Development

37,590

38,639

Advice to Council and its Committees

-

-

INFORMATION DEVELOPMENT

Information Development

143,487

71,098

TOTAL EXPENDITURE

4,271,728

4,426,554

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

SUMMARY - CORPORATE OFFICE**2002/2003
BUDGET****2003/2004
BUDGET****OUTPUT CLASS REVENUE & RECOVERIES****\$****\$****LIAISON, ADVICE & MANAGEMENT SUPPORT**

Corporate Advice

907,026

1,021,189

Financial Advice

200,282

137,853

Legal Advice

621,984

673,904

Trading Activities

323,463

320,519

General Management

324,101

383,868

Employee Relations

350,973

377,345

Strategy

266,660

281,172

Organisational Development

403,197

437,948

Internal Change/Business Improvement

511,714

501,961

Elected Members

181,251

181,059

Economic Development

37,590

38,639

Advice to Council and its Committees

-

-

INFORMATION DEVELOPMENT

Information Development

143,487

71,098

TOTAL REVENUE & RECOVERIES

4,271,728

4,426,554

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**

	2002/2003 BUDGET	2003/2004 BUDGET
	\$	\$
LTCCP Development	-	131,098
Investigations Commissioner	110,418	128,737
Customer Services Operation	353,369	461,459
Cash & Investment Management Advice	86,685	102,569
Loan Systems Management	51,239	57,998

INFORMATION DEVELOPMENT

Electronic Services	1,142,331	1,003,840
Persons & Property Data	620,921	627,865
GIS Development	953,095	816,292
Geodata Product Delivery	1,158,870	933,827
Core Business System Operations	2,841,106	2,955,169

CITY MONITORING AND RESEARCH

Community Research	113,674	114,941
City Monitoring	78,239	78,868
Information Collection and Analysis	232,695	233,683

CITY DEVELOPMENT ADVICE

Environment Conservation And Open Space	195,177	182,488
City Planning	861,996	872,214
Urban Design Advice	198,613	185,036
City Heritage Advice And Grants	975,466	1,030,028
Transportation	285,775	334,332
Area Plans	-	317,000

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

SUMMARY - CORPORATE OFFICE FUNCTIONS**OUTPUT CLASS EXPENDITURE (CONT'D)****CITY PLANNING**

City Plan	2002/2003 BUDGET \$	2003/2004 BUDGET \$
Regional And District Plans And Policies	278,485	290,081
Urban Amenity Improvement Plans	47,256	46,476
Central City Policy, Planning And Project Development	409,016	401,178
City Plan Monitoring	925,206	825,421
Urban Renewal Projects	97,141	97,458
	-	65,000

CONSENTS & APPLICATIONS

Summit Road Protection	23,815	27,162
Regional Plans Consents	47,256	46,476
City And District Plans Consents	126,207	150,320

FUNDS ADMINISTRATION

Non Conforming Uses Fund Administration	9,581	12,459
Heritage Retention Fund Administration And Grants	599,711	592,572

RISK MANAGEMENT

Audit	115,528	108,432
Health & Safety	301,915	249,004
Insurance	97,879	95,414
Risk Management Advice	40,915	40,885

EMERGENCY MANAGEMENT

CRC Levy	617,400	628,200
Civil Defence	147,117	123,001

COMMUNICATIONS

External Communications Media Relations	42,440	51,649
External Communication Community Information	901,796	765,896
Internal Communication	132,162	72,083

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

SUMMARY - CORPORATE OFFICE FUNCTIONS**OUTPUT CLASS EXPENDITURE (CONT'D)****CUSTOMER SUPPORT SERVICES**

Cashiering And Counter Services

2,107,145

1,986,865

Telephone Services

2,083,306

2,053,754

Information And Reception

1,770,256

1,684,840

POLICY ADVICE

Social Policy And Community Governance Advice

232,177

273,430

Sustainable Development Policy And Planning

455,687

448,717

Sustainable Initiatives

310,273

331,632

Environmental Health

278,762

278,835

Environmental Promotion Programmes

208,370

197,970

SECRETARIAT

Council / Committee Servicing

926,769

926,416

TOTAL EXPENDITURE

23,593,243

23,439,070

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

SUMMARY - CORPORATE OFFICE FUNCTIONS**2002/2003****2003/2004****BUDGET****BUDGET****\$****\$****OUTPUT CLASS REVENUE & RECOVERIES****LIAISON, ADVICE & MANAGEMENT SUPPORT**

LTCCP Development	-	131,098
Investigations Commissioner	110,418	128,737
Customer Services Operation	353,369	461,459
Cash & Investment Management Advice	86,685	102,569
Loan Systems Management	51,239	57,998

INFORMATION DEVELOPMENT

Electronic Services	-	-
Persons & Property Data	620,921	627,865
GIS Development	953,095	816,292
Geodata Product Delivery	1,158,870	933,827
Core Business System Operations	2,841,106	2,955,169

CITY MONITORING AND RESEARCH

Community Research	-	-
City Monitoring	-	-
Information Collection and Analysis	-	-

CITY DEVELOPMENT ADVICE

Environment Conservation And Open Space	-	-
City Planning	-	-
Urban Design Advice	-	-
City Heritage Advice And Grants	-	-
Transportation	-	-
Area Plans	-	-

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

SUMMARY - CORPORATE OFFICE FUNCTIONS**2002/2003****2003/2004****BUDGET****BUDGET****\$****\$****OUTPUT CLASS REVENUE & RECOVERIES (CONT'D)****CITY PLANNING**

City Plan

-

-

Regional And District Plans And Policies

-

-

Urban Amenity Improvement Plans

-

-

Central City Policy, Planning And Project Development

-

-

City Plan Monitoring

-

-

Urban Renewal Projects

-

-

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

-

-

RISK MANAGEMENT

Audit

115,528

108,432

Health & Safety

301,915

249,004

Insurance

97,879

95,414

Risk Management Advice

40,915

40,885

EMERGENCY MANAGEMENT

CRC Levy

617,400

628,200

Civil Defence

147,117

123,001

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE
OUTPUT CLASS:	OUTPUT SUMMARY

SUMMARY - CORPORATE OFFICE FUNCTIONS**2002/2003****2003/2004****BUDGET****BUDGET****\$****\$****OUTPUT CLASS REVENUE & RECOVERIES (CONT'D)****COMMUNICATIONS**

External Communications Media Relations

-

-

External Communication Community Information

458,398

382,948

Internal Communication

132,162

72,083

CUSTOMER SUPPORT SERVICES

Cashiering And Counter Services

2,107,145

1,986,865

Telephone Services

2,083,306

2,053,754

Information And Reception

-

-

POLICY ADVICE

Social Policy And Community Governance Advice

-

-

Sustainable Development Policy And Planning

-

-

Sustainable Initiatives

-

-

Environmental Health

-

-

Environmental Promotion Programmes

-

-

SECRETARIAT

Council / Committee Servicing

926,769

926,416

TOTAL REVENUE & RECOVERIES

13,204,239

12,882,016

NET COST OF OUTPUTS

10,389,005

10,557,055

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - CHIEF EXECUTIVE OFFICER
OUTPUT CLASS:	LIAISON & ADVICE

OUTPUT : CORPORATE ADVICE

Description and Objectives for 2003/04	Performance Indicators
• 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.	1. Council is satisfied that agreed priorities are achieved.

4.1.11

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - CHIEF EXECUTIVE OFFICER
OUTPUT CLASS:	LIAISON & ADVICE

			2002/2003	2003/2004
			BUDGET	BUDGET
			\$	\$
OUTPUT : CORPORATE ADVICE				
ALLOCATED COSTS				
Allocated Holding A/C	(50.00)%	40.00%	199,628	257,474
TOTAL COST CORPORATE ADVICE			199,628	257,474
REVENUE				
Public Accountability			199,628	257,474
TOTAL REVENUE CORPORATE ADVICE			199,628	257,474
NET COST CORPORATE ADVICE			0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - CHIEF EXECUTIVE OFFICER
OUTPUT CLASS:	MANAGEMENT

OUTPUT : GENERAL MANAGEMENT

Description and Objectives for 2003/04	Performance Indicators
• Providing leadership to the staff organisation in the implementation of approved programmes and development of the 2004 Long Term Council Community Plan. • Providing leadership to the staff organisation in the progressive implementation of appropriate behaviours and practices. • 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.	1. Maintain value planning for all Unit Managers and Directors, so that performance expectations are clear. 2. Complete a climate survey of the organisation with overall progress shown in achieving implementation of the corporate cultural values. 3. Renegotiate collective employment contracts and review individual employment contracts of service as they fall due. 4. 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 - CHIEF EXECUTIVE OFFICER
OUTPUT CLASS:	MANAGEMENT

			2002/2003	2003/2004
			BUDGET	BUDGET
			\$	\$
OUTPUT : GENERAL MANAGEMENT				
ALLOCATED COSTS				
Allocated Holding A/C	(50.00)%	40.00%	199,628	257,474
TOTAL COST GENERAL MANAGEMENT			199,628	257,474
REVENUE				
Corporate Overhead Recovery			199,628	257,474
TOTAL REVENUE GENERAL MANAGEMENT			199,628	257,474
NET COST GENERAL MANAGEMENT			0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – CHIEF EXECUTIVE OFFICER
OUTPUT CLASS:	MANAGEMENT

OUTPUT : INVESTIGATIONS COMMISSIONER

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 2003/04	Performance Indicators
• Undertaking investigations on formal complaints from citizens referred directly, or via the Office of the Mayor, Chief Executive or the Council. • Liaising with the Office of the Ombudsmen on matters affecting the Council. • Assisting in service of elected members in their liaison and/or complaint with operational units of the Council, and facilitate access and support. • Facilitating process improvement within the organisation resulting from the outcome of investigations.	1. Identify, record, investigate and resolve formal complaints within a reasonable and agreed timeframe, preferably within 20 working days, but in any event not exceeding 3 months. 2. Respond to inquiry requests from the Office of the Ombudsman as they arise, within the 20 working days statutory requirement 3. Resolve elected member liaison issues on a case by case basis within 7 days or 20 days in the instance of a full scale investigation 4. Initiate process reviews where complaint investigations indicate revision required.

4.1.13

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - CHIEF EXECUTIVE OFFICER
OUTPUT CLASS:	MANAGEMENT

				2002/2003 BUDGET	2003/2004 BUDGET
				\$	\$
OUTPUT : INVESTIGATIONS COMMISSIONER					
ALLOCATED COSTS					
Alloc O/Head Operations Directorate				110,418	0
Allocated Holding A/C	0.00%	20.00%		0	128,737
TOTAL COST GENERAL MANAGEMENT				110,418	128,737
REVENUE					
Public Accountability				110,418	128,737
TOTAL REVENUE GENERAL MANAGEMENT				110,418	128,737
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 2003/04	Performance Indicators
1. Contribute to Corporate Teams and specific projects as required by the City Manager.	• The City Manager is satisfied with the quality of leadership and contribution to the Corporate Office and Corporate Teams.
2. Ensure elected members are provided with sufficient and timely advice to enable them to make the decisions they consider appropriate.	• The City Manager is satisfied with the quality of leadership and contribution to the Corporate Office and Corporate Teams.
3. Provide liaison and support for Business Units of the Council as part of Corporate Office Team.	• The City Manager is satisfied with the quality of leadership and contribution to the Corporate Office and Corporate Teams. • Unit Managers satisfied with the level of support received.

4.1.14

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : CORPORATE ADVICE			2002/2003 BUDGET \$	2003/2004 BUDGET \$
ALLOCATED COSTS				
Transfer from Holding A/C	(16.21)%	25.00%	107,185	171,423
TOTAL COSTS			107,185	171,423
REVENUE				
Public Accountability Recovery			26,695	89,140
Corporate Overhead Recovery			80,491	82,283
TOTAL REVENUE			107,185	171,423
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 2003/04	Performance Indicators
1. Ensure elected members are provided with timely advice in respect of financial policy issues.	• Mayor and Committee Chairpersons are satisfied with the timeliness and quality of financial advice.
2. Maintain the Council's international credit rating level.	• Maintain the Council's credit rating at no less than 'AA'. (Rating remained at AA+ in October 2002.) • Council financial ratios are maintained inside prescribed limits. (2001/02: Maintained.)

4.1.15

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : FINANCIAL ADVICE			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Operating Costs			12,000	11,000
ALLOCATED COSTS				
Transfer from Holding A/C			188,282	126,853
TOTAL COSTS			200,282	137,853
REVENUE				
Public Accountability			17,642	11,886
Corporate Overhead Recovery			182,640	125,967
TOTAL REVENUE			200,282	137,853
NET COST FINANCIAL ADVICE			0	0

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 2003/04	Performance Indicators
1. Regular monitoring of the financial results of trading enterprises.	• Mayor, Chairperson of Strategy and Finance Committee and the Directors of Christchurch City Holdings Limited satisfied with the quality and timeliness of reports and advice on trading enterprises.
2. Provision of advice to the Council and Christchurch City Holdings Limited on issues affecting the trading enterprises and relationships with them.	• Chairperson of Christchurch City Holdings Limited satisfied with advice.

4.1.16

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : TRADING ACTIVITIES			2002/2003 BUDGET	2003/2004 BUDGET
			\$	\$
ALLOCATED COSTS				
Transfer from Holding A/C	(41.58)%	39.50%	275,010	270,848
TOTAL COSTS			275,010	270,848
REVENUE				
External Revenue			272,805	269,494
Corporate Overhead Recovery			2,205	1,354
TOTAL REVENUE			275,010	270,848
NET COST FINANCIAL ADVICE			0	0

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.

Objectives for 2003/04	Performance Indicators
1. Provide an efficient cash flow management system which complies with the Investment Policy and the Treasury Review Team management guidelines.	• Compliance with the procedures detailed in the Investment Policy.

4.1.17

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : CASH & INVESTMENT MANAGEMENT			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Info Scan & Investment Advice			34,000	34,000
ALLOCATED COSTS				
Transfer from Holding A/C	(7.97)%	10.00%	52,685	68,569
TOTAL COSTS			86,685	102,569
REVENUE				
External Recoveries			115,000	115,000
Corporate Overhead Recovery			-28,315	-12,431
TOTAL REVENUE			86,685	102,569
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.

Objectives for 2003/04	Performance Indicators
1. Arrange to borrow funds as required to the best advantage and comply with the Borrowing Management Policy and Treasury Review Team Guidelines.	• Compliance with Section 4 of the Borrowing Management Policy.

4.1.18

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : LOAN SYSTEMS MANAGEMENT			2002/2003 BUDGET	2003/2004 BUDGET
			\$	\$
DIRECT COSTS				
Loan Management Fees			10,000	10,000
ALLOCATED COSTS				
Transfer from Holding A/C	(6.24)%	7.00%	41,239	47,998
TOTAL COSTS			<u>51,239</u>	<u>57,998</u>
REVENUE				
External Recoveries			0	0
Corporate Overhead Recovery			51,239	57,998
TOTAL REVENUE			<u>51,239</u>	<u>57,998</u>
NET COST LOAN SYSTEMS MANAGEMENT			<u>0</u>	<u>0</u>

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - HUMAN RESOURCES TEAM
OUTPUT CLASS:	ADVICE & SUPPORT

OUTPUT : STRATEGY

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 2003/04	Performance Indicators
1. Culture • Keep our organisational Culture alive by encouraging everyone to practice it “in the way we do business” and “in the way we work together”. • Use the opportunities of the new LG Act to challenge and re-energise the culture. • Contribute to induction of new CEO and Director HR.	• Climate Survey results continue to improve. • HR Standards are met throughout organisation. • Transition in organisational leadership is as transparent and positive as possible.
2. Change • Support change initiatives and ensure that they are aligned with our “good employer” and “good faith” obligations.	• 90% of us accept the changes and adapt to new relationships and processes. • Climate Survey results continue to improve.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - HUMAN RESOURCES TEAM
OUTPUT CLASS:	ADVICE & SUPPORT

OUTPUT : STRATEGY			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Administration Costs			40,000	40,000
ALLOCATED COSTS				
Allocated Overhead - FAMIS			109,098	113,478
Transfer From Allocated Holding A/C	(14.22)%	14.22%	117,561	127,694
			-----	-----
			266,660	281,172
RECOVERIES				
Public Accountability (EEO Programme)			50,000	50,000
Corporate Overhead Recovery			216,660	231,172
			-----	-----
			266,660	281,172
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 agreements 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 2003/04	Performance Indicators
1. Collective and individual employment agreements • Review and negotiate existing agreements for alignment with culture business objectives and workability.	• All staff are covered by relevant written and current employment agreements. • Employment agreements assist and support the work of the units.
2. Upskilling • 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.	• Areas of particular concern and interest identified and actioned. • Training rolled out as needed with the assistance of the HR Advocates. • HR Standards met.
3. Policies and Procedures Manual and Collective Agreements • Review, update and align content of previous Policies Manual with changes in practice and legislation to be accessible on the Intranet.	• All aspects of the Manual to be updated on-line. • All team leaders and unit managers are briefed on agreements, Employment Law, Procedures and policies as necessary. • HR Standards met.

4.1.20

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - HUMAN RESOURCES TEAM
OUTPUT CLASS:	ADVICE & SUPPORT

OUTPUT : EMPLOYEE RELATIONS			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Administration Costs			45,000	45,000
ALLOCATED COSTS				
Transfer From Allocated Holding A/C	(37.01)%	37.01%	305,973	332,345
			-----	-----
			350,973	377,345
RECOVERIES				
Corporate Overhead Recovery			350,973	377,345
			-----	-----
			350,973	377,345
			-----	-----
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 2003/04	Performance Indicators
1. Development programme • Continue Team Leader programme: deliver 2nd priority modules • Adapt elements to meet unit team level needs • Continue delivery of Healthy Workplace and Diversity programmes • Pilot and deliver initiatives that balance needs of organisation with those of individual • Partner with LGNZ SOLGM, etc to upskill elected members and staff to meet the changed expectations on community engagement/governance and partnerships/relationships	• Climate Survey and specific feedback continue to be positive • Climate Survey and feedback indicate that we are managing workplace health and addressing diversity issues effectively • Christchurch City Council continues to be at the leading edge of best local government/governance practice
2. Recruitment • Pilot and deliver new processes/systems to increase diversity in the organisation	• Our diversity profile shows improved alignment with the City's
3. Performance Management • PVPs are used routinely to manage performance in teams and units	• Climate Survey demonstrates improved satisfaction with performance planning/management

4.1.21

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - HUMAN RESOURCES TEAM
OUTPUT CLASS:	ADVICE & SUPPORT

OUTPUT : ORGANISATIONAL DEVELOPMENT				2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS					
Administration Costs				0	0
ALLOCATED COSTS					
Transfer From Allocated Holding A/C	(48.77)%	48.77%		403,197	437,948
				-----	-----
				403,197	437,948
RECOVERIES					
Internal Recoveries				0	0
Corporate Overhead Recovery				403,197	437,948
				-----	-----
				403,197	437,948
				-----	-----
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.

Objectives for 2003/04	Performance Indicators
1. Identify and implement opportunities for improvements and savings in the effectiveness and efficiency of the organisation.	• Improvements and savings identified, quantified and obtained. (2001/02: A significant number of improvement projects undertaken which have led to savings or creating opportunities for future savings.)

4.1.22

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASSES:	MANAGEMENT

	2002/2003 BUDGET	2003/2004 BUDGET
	\$	\$
OUTPUT : INTERNAL CHANGE/BUSINESS IMPROVEMENT		
DIRECT COSTS		
ALLOCATED COSTS		
Tranfer from Allocated Holding A/C	511,714	501,961
	-----	-----
	511,714	501,961
REVENUE		
Public Accountability	98,343	20,580
Internal Recoveries - Director of Bus. Relationships	20,000	22,187
Corporate Overhead Recovery	393,371	459,193
	-----	-----
TOTAL REVENUE	511,714	501,961
	-----	-----
NET COST INTERNAL CHANGE/BUSINESS IMPROVEMENT	0	0
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	MANAGEMENT

OUTPUT : CUSTOMER SERVICES OPERATIONS

Description

- To provide leadership in the development and delivery of the Council's Customer Service strategy.
- To manage the Council's Customer and Service Centre Networks and ensure they are supported by appropriate information systems.

Objectives for 2003/04		Performance Indicators	
1.	Effectively manage the Council's network of customer centres, service centres and the after-hours answering services.	•	More than 85% of those walk-in and phone-in customers surveyed quarterly are satisfied or better with the service provided. (2003/04: New.)
2.	Ensure high quality, well organised, accessible information and more customer self service from the Council's web site is provided.	•	More than 85% of those customers surveyed annually who contact us electronically are satisfied or better with the service provided. (2003/04: New.)
3.	Develop a channel strategy to improve ease of access for customers whilst maintaining cost effectiveness and consistency.	•	The Customer Services Strategy is reviewed and updated to include a channel strategy. (2003/04: New.)

4.1.23

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	MANAGEMENT

OUTPUT : CUSTOMER SERVICES OPERATIONS	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS:		
Administration Costs	35,000	116,605
TOTAL DIRECT COSTS	35,000	116,605
ALLOCATED COSTS:		
Depreciation	12,600	28,280
Transfer from Allocated Holding A/C	305,769	316,574
Alloc O/Head - Output Corporate Overheads Cost Centre	0	0
TOTAL ALLOCATED COSTS	318,369	344,854
TOTAL COSTS	353,369	461,459
REVENUE		
Internal Recoveries	353,369	461,459
External Recoveries	0	
TOTAL REVENUE	353,369	461,459
NET COST CUSTOMER SERVICES OPERATION	0	0

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.
- Scope of reviews include reporting on; compliance with legislation, policies and procedures, safeguarding of assets, the extent to which results are consistent with established goals and objectives, the reliability and integrity of information, the effectiveness and efficiency of operations (Institute of Internal Auditors' standards).
- To carry out special investigations as requested by Managers.

Objectives for 2003/04	Performance Indicators
1. To complete a comprehensive internal audit programme approved by the Director of Operations, on time and within budget.	• 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. (2001/02: Programme 90% complete.)
2. To undertake financial audit work in conjunction with Audit New Zealand to reduce the fees charged by that office.	• To achieve external audit fee savings of at least \$22,000. (2001/02: \$22,000.)
3. To complete special investigations within the time frame required by the requesting party.	• All special investigations complete with in required time frames. (2001/02: None requested.)

4.1.24

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	RISK MANAGEMENT

OUTPUT : AUDITS	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Professional Fees	15,000	15,000
ALLOCATED COSTS		
Transfer From ESU	17,000	10,000
Tranfer from Allocated Holding A/C	83,528	83,432
	-----	-----
	115,528	108,432
REVENUE		
Corporate Overhead Recovery	108,428	103,432
Internal Recoveries	7,100	5,000
	-----	-----
	115,528	108,432
	-----	-----
NET COST AUDITS	0	0
	=====	=====

4.1.text.25.i

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	RISK MANAGEMENT

OUTPUT : HEALTH & SAFETY

For text see pages 4.1.text.25.ii and 4.1.text.25.iii.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	RISK MANAGEMENT

OUTPUT : HEALTH & SAFETY (CONTD)

Description

To facilitate the provision of a safe and healthy work environment to prevent any form of harm to staff, citizens or visitors.

Objectives for 2003/04	Performance Indicators
1. To ensure compliance with the ACC Partnership programme.	• Council remains in the ACC Partnership programme at Secondary level or higher. (2001/02: Achieved.) • Case management is performed to required standards and within set timeframes. (2003/04: New.) • Successful rehabilitation outcomes for work related injuries and non-work injuries and illnesses. (2003/04: New.) • Health and safety forums with Unions are held on a quarterly basis. (2003/04: New.)
2. To provide information, assistance and training on health and safety systems and requirements.	• Unit Health and Safety teams in place and meeting annual objectives. (2003/04: New.) • Delivery of at least 20 health and safety training courses to staff. (2001/02: Achieved.) • CCC Corporate Health and Safety Management Plan is reviewed annually and as major legislative changes occur. (2003/04: New.) • Ergonomic assessments to meet the Approved Code of Practice for Visual Display Units for new staff within five working days of being notified by the Team Leader. (2003/04: New.) • Occupational assessment and management of reported work related ailments and discomfort are followed up within five working days. (2003/04: New.) • At least four training sessions per annum are held for staff assigned to the role of "Designated First Aider". (2003/04: New.)

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	RISK MANAGEMENT

OUTPUT : HEALTH & SAFETY (CONTD)

Objectives for 2003/04	Performance Indicators
3. To facilitate and promote the Healthy Workplace and Wellness Policy.	• Staff Support programme information is provided for each Induction training. (2003/04: New.) • Staff in the role of “Referral Advisor” meet annually to maintain their knowledge and skill. (2003/04: New.) • “Managing Stress in the Workplace” Guidelines are in place and promoted in health and safety training courses held throughout the year. (2003/04: New.)
4. To identify health and safety compliance and performance issues.	• Undertake 50 inspections or audits of Council and contractor operations to ensure compliance with the Health and Safety in Employment Act 1992 and associated legislation. (2001/02: 60 inspections.) • Serious issues reported to City Manager no later than 48 hours of the issue being identified. (2003/04: New.)

Comparison of Accident Statistics for 2000/2001 and 2001/2002

Year	Total of Minor Accidents (ie no lost time)	Total of Lost Time Accidents	Total of Days Lost	Total No. of Accidents	Costs of ACC Entitlements (Partnership Programme)
2000/2001	273	48	312	321	\$44,000
2001/2002	296	42	356	338	\$49,000
% Difference between years	+ 8.4%	-12.5 %	+14.1 %	+ 5.3 %	+11.3%

4.1.25

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	RISK MANAGEMENT

OUTPUT : HEALTH & SAFETY	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Administration Costs	77,000	84,280
ACC Corporate Contingency	40,000	0
ALLOCATED COSTS		
Tranfer from Allocated Holding A/C	184,915	164,724
	-----	-----
TOTAL COSTS	301,915	249,004
REVENUE		
Corporate Overhead Recovery	263,723	184,004
Internal Recoveries	38,192	65,000
	-----	-----
	301,915	249,004
	-----	-----
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/information to all business units within the Council.
- To provide an efficient insurance claims handling service to all business units.

Objectives for 2003/04	Performance Indicators
1. Arrange adequate insurance of the Council's assets and operations.	• That the Council's insurance requirements for 2003/04 are in place on 1 July 2003 or in place within the timeframe set by the client for any new policy. (2001/02: Insurance requirements in place on 1 July 2001.)
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.	• Requests for advice/information is provided within three workings or agreed timeframe where the nature of the request is more complex. (2003/04: New.) • That an updated Insurance Manual is available for staff to access on the Council's Intranet within 12 weeks of any policy change occurring. (2001/02: Available 12 weeks after the annual renewals.)
3. Ensure claims are processed in an efficient and timely manner.	• Claims are forwarded to Council's insurers within three working days of receipt from the business unit. (2003/04: New.) • Claim files and the insurance database are kept updated on a day basis. (2003/04: New.)

4.1.26

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	RISK MANAGEMENT

OUTPUT : INSURANCE	2002/2003 BUDGET \$	2003/2004 BUDGET \$
ALLOCATED COSTS		
Property Services Charge re: Valuations	1,500	1,500
Tranfer from Allocated Holding A/C	96,379	93,914
	-----	-----
	97,879	95,414
REVENUE		
Internal Recoveries	97,879	95,414
	-----	-----
	97,879	95,414
	-----	-----
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

- Promoting effective risk management practices within business and the monitoring of Corporate wide risks.

Objectives for 2003/04	Performance Indicators
1. Monitoring of risks including motor vehicle accidents, incidents and losses to determine if remedial measures may be required or improved.	Provide a two monthly reports to the Corporate Risk Management Team on accidents, incidents and reported losses. (2001/02: Achieved.)
2. To monitor and facilitate the review of unit risk profiles, including selection of key risk areas for effectiveness audits.	To review the risk profiles of at least eight units during the year. (2003/04: New.)
3. To be an active participant on the Corporate Risk Management Team, including monitoring and reporting on Corporate wide risks to the Team. (Governance, legal compliance, financial risk management, information management, natural hazards, and health and safety.)	To assess and report on the risk status of each of the key Corporate risk areas to the Corporate Risk Management Team. (2003/04: New.)
4. The promotion of active business continuance planning, including assisting business units to test and revise their plans.	To revise the business continuity plan format and to facilitate reviews and testing of plans for at least eight business units. (2003/04: New.)

4.1.27

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	RISK MANAGEMENT

OUTPUT : RISK MANAGEMENT ADVICE	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Professional Fees	15,000	15,000
ALLOCATED COSTS		
Tranfer from Allocated Holding A/C	25,915	25,885
	-----	-----
TOTAL COSTS	40,915	40,885
REVENUE		
Corporate Overhead Recovery	40,915	40,885
	-----	-----
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.

The current Civil Act 1983 was repealed and replaced by the Civil Defence Emergency Management Act 2002 effective from 1 December 2002. The new Act requires 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 is required to become a member of the Canterbury CDEM Group upon its formal establishment (by 1 June 2003).

4.1.28

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	EMERGENCY MANAGEMENT

OUTPUT : CRC LEVY	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
CRC Civil Defence Levy	617,400	617,400
CRC - Rental Grant (Rescue Training School)	0	10,800
	-----	-----
TOTAL COSTS	617,400	628,200
REVENUE		
Corporate Expenses Recovery	617,400	628,200
	-----	-----
TOTAL REVENUE	617,400	628,200
	-----	-----
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 2003/04	Performance Indicators
1. The Council participates as an active member of the Canterbury Civil Defence Emergency Management Group (CDEMG).	• City Council personnel attend at least 90% of all CDEMG related meetings. (2002/03: New.)
2. Ensure that an effective organisational structure is maintained within the City for civil defence emergencies.	• To review the existing Service Level Agreement for the delivery of civil defence functions in conjunction with Environment Canterbury. (2002/03: New.)
3. Ensure the City Wide Disaster Recovery Plan is an active and living document.	• To review the City Wide Disaster Recovery Plan and ensure it is accurate and updated as necessary, review to be completed by March 2003. (2001/02: Recovery Plan expected to be completed by March 2003.)
4. Participate in exercises to test readiness of Engineers, Rescue, and City Area Headquarters.	• Active participation in Civil Defence exercises is maintained. (2001/02: Achieved.)
5. To have a fully trained and active Rescue Team.	• To have a minimum of 20 Council staff trained and actively participating in the Council's Light Rescue Team. • Council's Light Rescue Team participates in in-house and regional exercises. (2001/02: 25 staff were fully trained with other staff trained as back-up.)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	EMERGENCY MANAGEMENT

OUTPUT : CIVIL DEFENCE	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Operating Costs	60,800	48,688
ALLOCATED COSTS		
Building Rent	0	0
Depreciation	500	500
Debt Servicing	0	100
Tranfer from Allocated Holding A/C	85,817	73,713
	-----	-----
TOTAL COSTS	147,117	123,001
REVENUE		
Corporate Expenses Recovery	147,117	123,001
	-----	-----
NET COST - CIVIL DEFENCE	0	0
	=====	=====

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 and publicity.

Objectives for 2003/04	Performance Indicators
1. To process and complete all media enquiries promptly.	• All media enquiries received during the year are responded to within 24 hours. (2001/02: Achieved.)
2. To achieve and maintain significant positive/neutral newspaper coverage.	• Newspaper monitoring to assess the proportion of positive/neutral coverage .- 80% attained during the year. (2001/02: 79.7% average achieved.)
3. To work with unit staff who are authorised to represent the organisation to the media to improve their interview skills.	• All staff who are authorised to talk to the media believe that they have been given appropriate training and/or support throughout the year. (2002/03: New.)

4.1.30

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT : EXTERNAL COMMUNICATIONS MEDIA RELATIONS

	2002/2003 BUDGET	2003/2004 BUDGET
	\$	\$
DIRECT COSTS		
Media Monitoring Service	4,000	9,925
Media Kit	0	0
	-----	-----
TOTAL DIRECT COSTS	4,000	9,925
	-----	-----
ALLOCATED COSTS		
Transfer from Allocated Holding A/C	37,387	40,640
Alloc O/Head - Output Corporate Overheads Cost Centre	1,053	1,085
	-----	-----
TOTAL ALLOCATED COSTS	38,440	41,724
	-----	-----
TOTAL COSTS	42,440	51,649
	-----	-----
REVENUE		
	-----	-----
TOTAL REVENUE	0	0
	=====	=====
NET COST EXTERNAL COMMUNICATIONS MEDIA RELATIONS	42,440	51,649
	=====	=====

4.1.text.31.i

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT : EXTERNAL COMMUNICATION COMMUNITY INFORMATION

For text see pages 4.1.text.31.ii and 4.1.text.31.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 assist units in cost-effectively producing advertising communications.
- To assist units in producing advertising communications that achieve agreed objectives.
- To ensure the Council brand is accurately represented in advertising communications.
- 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 2003/04	Performance Indicators
1. Work with units to ensure that information is appropriately conveyed to citizens/ratepayers through various delivery mechanisms.	• Assess customer satisfaction of Council communications through residents surveyed and other surveys. (2001/02: 78% of residents surveyed believe they receive all information they need on Council activities. Source – Opinions Monitor.)
2. Produce a regular publication to residents 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.	• Ten newsletters distributed to residents 2002/03 that achieve the criteria described in 3 above. (2003/04: Achieved.)

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT : EXTERNAL COMMUNICATION COMMUNITY INFORMATION (CONTD)

3. To maintain the cost (savings) of advertising communication throughout the organisation while maintaining or improving the effectiveness of the communication.	All external advertising requirements identified by the Communication Team is booked through the Council's media buyer. (2003/04: New.)
4. To assist in ensuring that all advertising expenditure is necessary and aligned with specific objectives.	All projects placed with the Communication Team are tested against the objectives stated in briefs. (2001/02: Achieved.)
5. To improve the quality of education and promotional programmes within budget perimeters.	Feedback from recipient groups and results generated from programmes during the year. (2001/02: Work is being undertaken on this project.)
6. To centralise agreements with key education and promotion-based suppliers.	Key agreements continue to be established during the year. (2001/02: Work is being undertaken on this project.)
7. To reduce duplication of resources in education and promotion programme delivery.	Co-ordination between unit education and promotion programmes is evident during the year. (2001/02: Education Network established.)

4.1.31

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT : EXTERNAL COMMUNICATION COMMUNITY INFORMATION

	2002/2003 BUDGET	2003/2004 BUDGET
	\$	\$
DIRECT COSTS		
Corporate Promotion Material	0	0
Research (Branding)	0	0
Annual Plan Promotion	15,550	0
Residents Newsletter (City Scene - (3) 5 issues)	283,050	230,000
A & P Show	5,000	5,000
	-----	-----
TOTAL DIRECT COSTS	303,600	235,000
	-----	-----
ALLOCATED COSTS		
Tranfer from Allocated Holding A/C	598,196	530,896
Alloc O/Head - Output Corporate Overheads Cost Centre	0	0
	-----	-----
TOTAL ALLOCATED COSTS	598,196	530,896
	-----	-----
TOTAL COSTS	901,796	765,896
	-----	-----
REVENUE		
External Revenue	0	0
Internal Recoveries	15,000	0
Transfer from Public Accountability	0	0
Corporate Overhead Recoveries	443,398	382,948
	-----	-----
TOTAL REVENUE	458,398	382,948
	=====	=====
NET COST - EXTERNAL COMMUNICATION COMMUNITY INFORMATION	443,398	382,948
	=====	=====

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.
- Establishment of an electronic internal communication tool to distribute timely and factual information.

Objectives for 2003/04	Performance Indicators
1. Publish and distribute information on staff members activities.	• Chat newsletter is produced. (2002/03: New.)
2. Operate a newsletter/communication advisory and support service for all Council units.	• Internal communication advice and support provided to units within agreed time. (2003/04: New.)
3. Advise on internal communication related to the Corporate Culture.	• Internal communication is consistent with organisational cultural values during the year. (2002/03: New.)
4. Ensure the content of the new electronic, internal communication tool is aligned with expectations.	• The new electronic, internal communication tool is established and monitored. (2003/04: New.)

4.1.32

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : INTERNAL COMMUNICATION		
DIRECT COSTS		
CCC Handbook	5,000	5,000
Newsletter	14,000	22,800
Communications Network	1,000	1,000
	-----	-----
	20,000	28,800
	-----	-----
ALLOCATED COSTS		
Tranfer from Allocated Holding A/C	112,162	43,283
	-----	-----
TOTAL ALLOCATED COSTS	112,162	43,283
	-----	-----
TOTAL COSTS	132,162	72,083
REVENUE		
Corporate Overhead Recoveries	132,162	72,083
	-----	-----
TOTAL REVENUE	132,162	72,083
	=====	=====
NET COST INTERNAL COMMUNICATION	0	0
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – OPERATIONS SECTION
OUTPUT CLASS:	CUSTOMER SUPPORT SERVICES

OUTPUT : WALK-IN SERVICES

Description

To provide access to Council information, staff and services for those customers who wish to walk in to the public counters on the ground floor, 2nd floor and 3rd floor of Civic Offices and the Council Service Centres.

Objectives for 2003/04	Performance Indicators
1. To deliver cost effective services to best meet customer demand.	More than 85% of those walk-in customers surveyed are satisfied or better with the services delivered. (2003/04: New.)
2. To review the extent of services, hours of opening and number of access points to better meet customer demand at the same or lower cost.	Review completed and delivered to Director of Operations by 30 November 2003. (2003/04: New.)

4.1.33

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	CUSTOMER SUPPORT SERVICES

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : WALK IN SERVICES		
Direct Costs	215,599	137,330
Allocated Costs	1,891,546	1,849,535
	-----	-----
TOTAL COSTS WALK IN SERVICES	2,107,145	1,986,865
External Revenue	232,854	135,734
Internal Revenue	216,484	612,931
Internal Recoveries - Output : Information & Advice	1,657,807	1,238,200
	-----	-----
TOTAL REVENUES WALK IN SERVICES	2,107,145	1,986,865
	-----	-----
NET COST WALK IN SERVICES	0	0
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – OPERATIONS SECTION
OUTPUT CLASS:	CUSTOMER SUPPORT SERVICES

OUTPUT : TELEPHONE & ELECTRONIC CUSTOMER SERVICE

Description

- To provide access to Council information, staff and services for those customers who wish to contact us by telephone or electronically.

Objectives for 2003/04	Performance Indicators
1. Effectively manage the Council's network of customer centres, service centres and the after-hours answering services.	• More than 85% of those walk-in and phone-in customers surveyed quarterly are satisfied or better with the service provided. (2003/04: New.)
2. To meet the customer service standards.	• Customer Service Representatives resolve 80% of requests for information and service at the first point of contact. (2003/04: New.) • External e-mails are responded to within three business days of receipt. (2003/04: New.) • Less than 5% of incoming calls are abandoned before the call is answered. (2003/04: New.) • 80% of all incoming calls are answered within 20 seconds. (2003/04: New.)

4.1.34

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	CUSTOMER SUPPORT SERVICES

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : TELEPHONE & ELECTRONIC CUSTOMER SERVICE		
Direct Costs	104,000	104,000
Allocated Costs	1,979,306	1,949,754
TOTAL COSTS TELEPHONE & ELECTRONIC CUSTOMER SERVICE	2,083,306	2,053,754
External Revenue		
Internal Revenue	2,023,373	1,658,314
Internal Recoveries - Output : Information & Advice	59,934	395,440
TOTAL REVENUES TELEPHONE & ELECTRONIC CUSTOMER SERVICE	2,083,306	2,053,754
NET COST TELEPHONE & ELECTRONIC CUSTOMER SERVICE	0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – OPERATIONS SECTION
OUTPUT CLASS:	CUSTOMER SUPPORT SERVICES

OUTPUT : INFORMATION & ADVICE

Description

- To facilitate access to Council and community information and services by providing a network of access points which gives citizens choice in the way they wish to approach the Council.

Objectives for 2003/04	Performance Indicators
1. To provide access to Council information and services.	• More than 85% of those walk-in and phone-in customers surveyed are satisfied or better with the service provided. (2003/04: New.)

4.1.35

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	CUSTOMER SUPPORT SERVICES

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : INFORMATION & ADVICE		
DIRECT COSTS	0	0
ALLOCATED COSTS		
Alloc O/Head - Output Corporate Overheads Cost Centre	52,515	51,200
Alloc O/Head - Output : Walk In Services	1,657,807	1,238,200
Alloc O/Head - Output : Telephone & Electronic Customer Service	59,934	395,440
	-----	-----
TOTAL COSTS INFORMATION & ADVICE	1,770,256	1,684,840
External Revenue		
Internal Revenue		
	-----	-----
TOTAL REVENUES INFORMATION & ADVICE	0	0
	-----	-----
NET COST INFORMATION & ADVICE	1,770,256	1,684,840
	=====	=====

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.
- Work with and support 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 2003/04		Performance Indicators	
1.	To contribute to the quality of the Council's policy development processes.	•	Research projects, policy advice and other reports and tasks completed on time and to the satisfaction of the client.
2.	Manage the upgrading of the Council's asset management plans and stimulate new focus on strategic objectives.	•	Asset Management Plans improved by 30 June 2004 with all of the eight plans reflecting NZ Best Practice.
3.	Provide active membership of Risk Management, Emergency Management, LTCCP, Community Funding, Consultation teams	•	Policy Section involvement in Corporate Standing Teams is assessed by Chairperson as adding significant value
4.	Ensure that major matters are reviewed for priority, integration, and fit with strategic objectives before requiring Council decision-making.	•	Facilitates well-informed decision-making by the Council on the achievement of adopted strategic objectives/community outcomes.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : CORPORATE ADVICE			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Strategic Projects			25,000	25,000
Consultants Fees			31,000	0
ALLOCATED COSTS				
Transfer from Allocated Holding A/C's	(12.03)%	10.92%	127,146	127,011
TOTAL COSTS			183,146	152,011
RECOVERIES				
Corporate Overhead			183,146	152,011
TOTAL REVENUE			183,146	152,011
NET COST - CORPORATE ADVICE			0	0

4.1.text.37

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 2003/04 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			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Output & Standards Review			0	0
Policy Advice			0	0
Mayor Taskforce on Poverty			0	0
Disability/Barrier Free Fund			0	0
			-----	-----
			0	0
ALLOCATED COSTS				
Transfer from Allocated Holding A/C's	(0.00)%	0.00%	0	0
			-----	-----
			0	0
			-----	-----
TOTAL COSTS			0	0
			-----	-----
RECOVERIES				
Public Accountability			0	0
			-----	-----
TOTAL REVENUE			0	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.
- Providing a facility for Councillors to obtain information on policy and strategic objectives.

Objectives for 2003/04	Performance Indicators
1. Provide accurate information, analysis and advice to Councillors and Community Board members on Council Policy and other matters.	• 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.

4.1.38

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	MANAGEMENT/SUPPORT

			2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : ELECTED MEMBER POLICY ADVICE AND SUPPORT				
ALLOCATED COSTS				
Transfer from Allocated Holding A/C's	(17.14)%	15.56%	181,251	181,059
TOTAL COSTS			181,251	181,059
RECOVERIES				
Public Accountability			181,251	181,059
TOTAL REVENUE			181,251	181,059
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

OUTPUTS: SOCIAL POLICY ANALYSIS AND ADVICE

Description

The 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 the 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 2003/04	Performance Indicators
1. To provide advice on the co-ordination, appropriateness and co-ordination of Council processes which contribute to social wellbeing.	• That the Council is provided with the necessary evidence based advice to contribute to social wellbeing of Christchurch residents.
2. To provide evidence based policy advice on social policy issues of concern to or affecting communities and citizens of Christchurch.	• That the Council is provided with the necessary advice to effectively advocate its position.
3. To evaluate the effectiveness and impact of Council policies and policy interventions relating to social wellbeing.	• Evaluations completed as programmed from time to time.
4. To develop collaborative partnerships with other agencies, which contribute to the quality of life of residents.	• That further relationship agreements are developed between the Council and various agencies and sector groups by 30 June 2004.
5. To support the Council in its advocacy on behalf of Christchurch on issues related to the quality of life of its citizens.	• 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

OUTPUT : SOCIAL POLICY ANALYSIS AND ADVICE		2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS			
Policy Advice		55,000	55,000
Community Development Research		20,000	20,000
Social Policy Collaborative Initiatives (incl Healthy ChCh and Community Mapping)		0	36,000
		-----	-----
		75,000	111,000
ALLOCATED COSTS			
Transfer from Allocated Holding A/C's	(14.82)% 13.45%	156,662	156,496
Alloc O/Head - Output Corporate Overheads Cost Centre		516	5,935
		-----	-----
		157,177	162,430
		-----	-----
TOTAL COSTS		232,177	273,430
RECOVERIES			
		-----	-----
TOTAL REVENUE		0	0
		-----	-----
NET COST - SOCIAL POLICY ANALYSIS AND ADVICE		232,177	273,430
		=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : SUSTAINABLE DEVELOPMENT POLICY AND PLANNING

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 major mechanism for identifying these opportunities and priorities will be the identification of the community outcomes and priorities that is part of the LTCCP process.
- The team will support the Council in its advocacy on behalf of Christchurch on issues related to achieving the community outcomes and priorities.

Objectives for 2003/04	Performance Indicators
1. Provide support and advice to the Council on the identification of community outcomes and priorities for Christchurch.	• That the community outcomes and priorities are identified according to the agreed programme.
2. Provide advice to the Council on the development of strategic priorities and plans to achieve Sustainable Christchurch.	• The Council is provided with advice based on good research and quality information.
3. Help move the Council in its operations closer to being a 'sustainable business'.	• 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.
4. Ensure the Healthy Christchurch Charter is implemented through Council policy, planning, and service delivery priorities.	• Charter outcomes and initiatives incorporated into Unit strategies and project plans.
5. Support the Council in its advocacy on behalf of Christchurch on issues related to the social, environmental and economical sustainable development of Christchurch.	• Submissions prepared on time and of an acceptable quality. • Liaison is maintained with tertiary institutions to ensure that programme and research priorities provide mutual benefits.
6. To provide Council policy response to Environment Canterbury plans and policies.	• Prepare submissions on the various chapters of the NRRP in accordance with agreed time frames.

4.1.40

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : SUSTAINABLE DEVELOPMENT POLICY AND PLANNING			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Professional Fees			75,000	70,000
			-----	-----
			75,000	70,000
ALLOCATED COSTS				
Transfer from Allocated Holding A/C's	(34.75)%	31.55%	367,459	367,069
Alloc O/Head - Output Corporate Overheads Cost Centre			13,228	11,647
			-----	-----
			380,687	378,717
			-----	-----
TOTAL COSTS			455,687	448,717
			-----	-----
RECOVERIES				
Public Accountability			0	0
			-----	-----
TOTAL REVENUE			0	0
			-----	-----
NET COST - SUSTAINABLE DEVELOPMENT POLICY AND PLANNING			455,687	448,717
			=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : SUSTAINABLE CHRISTCHURCH 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 2003/04	Performance Indicators
Improving the institutional climate for more sustainable decision making by the Council and the community, including development and implementation of system tools, for example the Triple Bottom Line Annual Plan, Natural + People + Economic Steps and 'Well-being Circle'.	Well-being Circle for Christchurch developed with community input and published in the Council's 2004/05 Long Term Council Community Plan together with improved 'Triple Bottom Line' measures for all significant activities of the Council.
Improved promotion of "Community outcomes (achieved)... in the <i>most integrated and efficient (and effective) manner possible</i>, in terms of both the financial costs and benefits and the non-financial costs and benefits of different options".	Integrated 'Triple Bottom Line' thinking (as used for Waterways and Wetlands) saving 10% on the cost of two major Council initiatives as well as providing better social and environmental outcomes than originally planned.
Reduction in greenhouse gas emissions in the City.	Two initiatives commenced with potential to achieve long-term city-wide reductions in greenhouse gas emissions of 5% over the 2003/04 year.
Development of initiatives, which demonstrate alternative and substantially more sustainable ways of doing things, environmentally, socially, culturally and economically.	Number of community gardens in the City providing waste reduction, education, community development and cost saving benefits increased by at least two by the 30 June 2004.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : SUSTAINABLE CHRISTCHURCH INITIATIVES			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Climate Change			50,000	573
Various Sustainable Christchurch Initiatives			60,000	573
Community Gardens funding			50,000	572
Triple Bottom Line Reporting			30,000	572
Redesigning Resources Initiative			0	20,000
			-----	-----
			190,000	22,290
ALLOCATED COSTS				
Transfer from Allocated Holding A/C's	(10.84)%	18.09%	114,581	210,440
City Solutions Charges			0	91,738
Alloc O/Head - Output Corporate Overheads Cost Centre			5,693	7,164
			-----	-----
			120,273	309,342
			-----	-----
TOTAL COSTS			310,273	331,632
			-----	-----
RECOVERIES				
			-----	-----
TOTAL REVENUE			0	0
			-----	-----
NET COST - SUSTAINABLE CHRISTCHURCH INITIATIVES			310,273	331,632
			=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : ENVIRONMENTAL HEALTH

Description

- Lead and co-ordinate development of policies and long term strategies related to environmental and public health issues of the City.
- Monitor and evaluate central government, regional and district policies relating to environmental and public health.
- Contribute to the formulation and development of corporate policy and projects in particular relating to environmental and public health.
- Provide advice to key customers on matters relating to environmental and public health.
- Develop and monitor policy relating to animal control, general bylaws, pollution control, hazardous substances, and pest management.
- Advise on and monitor environmental promotion activities that relate to environmental and public health matters.

Objectives for 2003/04	Performance Indicators
1. To contribute to the development and monitoring of the LTCCP for Christchurch, particularly in relation to environmental health and social matters.	• Reports completed within time frames set down by project leaders.
2. Review policies as necessary, relating to environmental health, animal control, pest management, pollution control and general bylaws.	• Input into preparation of Gambling Venue Policy, Sale of Liquor Policy, and review of Dog Control bylaw.
3. Provide advice on matters related to public and environmental health, including the Biosecurity Act and Hazardous Substances and New Organisms Act.	• Written answers to requests within one month from request. Arrange evidence for NRRP Air Chapter hearings by due dates.
4. Prepare advice on legislative changes in the public health and environmental health field where such legislation affects the Council's operations.	• Provide advice within the corporate time frames.

4.1.42

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : ENVIRONMENTAL HEALTH			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Administration Costs			29,175	17,925
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	87,925
ALLOCATED COSTS				
Transfer from Allocated Holding A/C's	(9.48)%	9.57%	100,210	111,355
City Solutions Charges			0	0
Alloc O/Head - Information Directorate			73,752	72,430
Alloc O/Head - Output Corporate Overheads Cost Centre			4,399	7,125
Depreciation			1,226	0
			179,587	190,910
NET COST - ENVIRONMENTAL HEALTH			278,762	278,835

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 2003/04	Performance Indicators
1. Ensure provision is made to provide information for community and environmental groups on matters related to city planning, natural environment, heritage, and environmental health matters.	• Produce and distribute four copies of the Council's Environmental Newsletter.
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.	• Ensure the outputs of the Keep Christchurch Beautiful Campaign are in accordance with the requirements of the Council Ensure there is a report annually on the Campaign's operations.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : ENVIRONMENTAL PROMOTION PROGRAMMES		2002/2003 BUDGET \$	2003/2004 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		10,543	10,600
Environment Education Grants		15,000	15,000
TOTAL DIRECT COSTS		68,543	68,600
ALLOCATED COSTS			
Transfer from Allocated Holding A/C's	(0.95)% 0.86%	10,001	9,990
Alloc O/Head - Output Corporate Overheads Cost Centre		10,607	5,326
Technical Advice (internal)		5,000	5,000
Promotion Charges		50,000	50,000
Alloc O/Head - Information Directorate		9,219	9,054
City Solutions		55,000	50,000
TOTAL COST		208,370	197,970
EXTERNAL REVENUE		0	0
NET COST - ENVIRONMENTAL PROMOTION PROGRAMMES		208,370	197,970

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	ADVICE & LTCCP DEVELOPMENT

OUTPUTS : ADVICE
LONG-TERM COUNCIL COMMUNITY PLAN DEVELOPMENT

OUTPUT : ADVICE

Description

- Advising Council Committees, especially by the Director of Information and Planning 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 2003/04	Performance Indicators
1. Effective advice to the relevant Standing Committee as the Principal Adviser.	• The Chairperson of the relevant Committee is satisfied with the quality of the Principal Adviser's contribution.
2. The City Manager is satisfied with the quality of the contribution to the Corporate Office and corporate teams and projects.	• The City Manager is satisfied with the quality of the contribution to the Corporate Office and corporate teams and projects.

OUTPUT : LONG-TERM COUNCIL COMMUNITY PLAN DEVELOPMENT

Description

- Co-ordinating development of the Council's Long Term Council Community Plan (LTCCP), as required by new Local Government legislation.

Objectives for 2003/04	Performance Indicators
1. Co-ordinating development of the Council's Long Term Council Community Plan (LTCC), as required by new Local Government legislation.	• Draft LTCCP compiled in accordance with statutory requirements to the agreed timetable.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : ADVICE			2002/2003 BUDGET \$	2003/2004 BUDGET \$
ALLOCATED COSTS				
Transfer from Allocated Holding A/C	(1.77)%	1.76%	107,615	106,647
TOTAL COST			107,615	106,647
INTERNAL RECOVERY				
Corporate Overhead			42,505	42,123
Public Accountability			65,110	64,524
TOTAL RECOVERY			107,615	106,647
NET COST ADVICE			0	0

OUTPUT : LONG-TERM COUNCIL COMMUNITY PLAN DEVELOPMENT

DIRECT COSTS				
Initial Development of Community Plans			0	60,000
ALLOCATED COSTS				
Transfer from - Dir. Of Information Cost Centre			0	71,098
TOTAL COST			0	131,098
INTERNAL RECOVERY				
Public Accountability			0	131,098
TOTAL RECOVERY			0	131,098
NET COST LTCCP DEVELOPMENT			0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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.

Objectives for 2003/04	Performance Indicators
2. Review the Council's information management and technology strategy in light of the restructuring of IM&T teams into a combined entity.	• Completion of this review and its corporate agreement by 30 June 2004.
2. Review organisational arrangements for efficient management of paper documents.	• Completion of this review and its corporate agreement by 31 December 2003.
3. Complete an asset management plan for the Council's Information Technology infrastructure.	• AMP completion by 30 September 2003.

4.1.45

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : INFORMATION DEVELOPMENT			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
ALLOCATED COSTS				
Transfer from Allocated Holding A/C	(2.35)%	1.17%	143,487	71,098
TOTAL COST			143,487	71,098
INTERNAL RECOVERY				
MIS Unit			35,872	17,774
Corporate Overhead			107,615	53,323
TOTAL RECOVERY			143,487	71,098
NET COST INFORMATION DEVELOPMENT			0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : ELECTRONIC SERVICES

Description

- Maintenance of the Council's existing website.
- Continue to develop the information, services and participation opportunities offered by the Council using electronic mail and the internet.

Objectives for 2003/04	Performance Indicators
1. Maintain the existing website to at least existing levels of use.	• Number of pages viewed in 2003/04 better than in 2002/03.
2. Implement improvement projects that deliver business value, in accordance with the agreed evaluation method for information management and technology improvement projects.	• Project completed to agreed specification and budget.

4.1.46

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : ELECTRONIC SERVICES			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Operating Costs			210,953	110,953
ALLOCATED COSTS				
Transfer from Allocated Holding A/C	(11.52)%	9.18%	702,332	557,525
Alloc O/Head - Output Corporate Overheads Cost Centre			13,598	29,198
Depreciation			215,448	306,164
TOTAL COST			1,142,331	1,003,840
INTERNAL RECOVERY				
EXTERNAL REVENUE				
TOTAL RECOVERY			0	0
NET COST ELECTRONIC SERVICES			1,142,331	1,003,840

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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.

Objectives for 2003/04	Performance Indicators
1. Maintaining items of person and property data that is complete, correct and secure.	• 80% of Persons and People Team internal customers satisfied with service and data quality. • 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.

4.1.47

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : PERSONS AND PROPERTY DATA	2002/2003 BUDGET \$	2003/2004 BUDGET \$
ALLOCATED COSTS		
Transfer from Allocated Holding A/C	401,019	399,135
Transfer from Core Business Sytems (Business Solutions)	219,902	228,730
	-----	-----
TOTAL ALLOCATED COSTS	620,921	627,865
	-----	-----
TOTAL COSTS	620,921	627,865
	-----	-----
REVENUE		
External Revenue	271,000	271,000
Internal Recoveries	281,577	287,165
Overhead Recoveries	68,344	69,700
	-----	-----
TOTAL REVENUE	620,921	627,865
	-----	-----
NET COST - PERSONS AND PROPERTY DATA	0	0
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : GIS DEVELOPMENT

Description

- Developing, implementing, and supporting software and systems providing geographic information about the city and the Council's assets.

Objectives for 2003/04	Performance Indicators
1. To deliver technically sound solutions for both new and improved existing systems and processes.	• 90% of Development Team internal customers satisfied with service and data quality. • Identify improvements that have resulted from the further rollout of Webmap (Corporate GIS system).

4.1.48

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : GIS DEVELOPMENT	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Operating Costs	97,837	76,436
ALLOCATED COSTS		
Transfer from Allocated Holding A/C	818,555	707,164
Depreciation	36,703	32,693
	-----	-----
TOTAL COSTS	953,095	816,292
	-----	-----
REVENUE		
External Revenue		
Internal Recoveries	723,802	618,328
Overhead Recoveries	229,293	197,964
	-----	-----
TOTAL REVENUE	953,095	816,292
	-----	-----
NET COST - GIS DEVELOPMENT	0	0
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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.

Objectives for 2003/04	Performance Indicators
1. Maintaining corporate asset and planning data that is completed, correct and secure.	• 90% of Product Delivery Team internal customers satisfied with service and data quantity. • Productivity measured by a comparison between unit rate pricing and allocated costs. • Identify improvements that have resulted from new technology for the electronic capture of field data.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : GEODATA PRODUCT DELIVERY	2002/2003 BUDGET \$	2003/2004 BUDGET \$
ALLOCATED COSTS		
Transfer from Allocated Holding A/C	1,158,870	933,827
	-----	-----
TOTAL ALLOCATED COSTS	1,158,870	933,827
	-----	-----
TOTAL COSTS	1,158,870	933,827
	-----	-----
REVENUE		
External Revenue		
Internal Recoveries	1,158,870	933,827
Overhead Recoveries		
	-----	-----
TOTAL REVENUE	1,158,870	933,827
	-----	-----
NET COST - GEODATA PRODUCT DELIVERY	0	0
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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 2003/04	Performance Indicators
1. Operate the Council's core business system within budget.	• Operation 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.	• Complete the implementation of the SAP Business Information Warehouse and Production Pilot of Enterprise Portal, subject to business case.

4.1.50

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	INFORMATION DEVELOPMENT

OUTPUT : CORE BUSINESS SYSTEM OPERATIONS			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Operating Costs			987,807	988,000
ALLOCATED COSTS				
Depreciation			546,771	547,996
Debt Servicing			6,527	6,527
MIS Charges			765,190	856,867
Transfer from Allocated Holding A/C	(8.77)%	9.15%	534,812	555,779
TOTAL COSTS			2,841,106	2,955,169
REVENUE				
Internal Recoveries			1,694,436	1,762,463
Overhead Recoveries			1,146,671	1,192,706
TOTAL REVENUE			2,841,106	2,955,169
NET COST - CORE BUSINESS SYSTEM OPERATIONS			0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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 2003/04	Performance Indicators
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.	• 'Big Cities Quality of Life' indicators programme implemented and maintained, including administration of joint Quality of Life survey.
2. To provide research advice and support to staff involved with implementing projects related to the Council's social and community objectives and policies.	• Staff involved with community development research are satisfied with advice about relevant research issues. • Projects, reports and other tasks are completed on time and to the satisfaction of the client.
3. To assist in the co-ordination, quality control and evaluation of community development research processes in the Council.	• Research guidelines maintained and updated.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY MONITORING AND RESEARCH

OUTPUT : COMMUNITY RESEARCH			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Community Development Research			35,000	35,000
TOTAL DIRECT COSTS			35,000	35,000
ALLOCATED COSTS				
Transfer from Allocated Holding A/C	(1.25)%	1.27%	76,339	76,868
Alloc O/Head - Output Corporate Overheads Cost Centre			2,335	2,906
Depreciation			0	168
Debt Servicing			0	0
TOTAL ALLOCATED COSTS			78,674	79,941
TOTAL COSTS			113,674	114,941
REVENUE				
Internal Recoveries				
External Recoveries				
NET COST : COMMUNITY RESEARCH			113,674	114,941

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY MONITORING AND RESEARCH

OUTPUT : CITY MONITORING

Description

- Monitor the environmental, economic and social issues of the City.

Objectives for 2003/04	Performance Indicators
1. Report on topical City information in a timely manner to complement the three yearly state of the environment report (last produced in 2002/03 year).	• Complete topic based reporting on the City's environment by 30 June 2004.
2. Investigate different methods of reporting City information to meet the needs of different audiences.	• Identify the most appropriate mediums for distributing state of the environment information to key audiences by 30 June 2004.

4.1.52

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY MONITORING AND RESEARCH

			2002/2003	2003/2004
OUTPUT : CITY MONITORING			BUDGET	BUDGET
			\$	\$
DIRECT COSTS				
TOTAL DIRECT COSTS			0	0
ALLOCATED COSTS				
Transfer from Allocated Holding A/C	(1.25)%	1.27%	76,339	76,868
Alloc O/Head - Output Corporate Overheads Cost Centre			1,900	2,000
TOTAL ALLOCATED COSTS			78,239	78,868
TOTAL COSTS			78,239	78,868
REVENUE				
Internal Recoveries				
External Recoveries				
NET COST : CITY MONITORING			78,239	78,868

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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 2003/04	Performance Indicators
1. Continue programme of data collection, analysis and provision.	• Supply 95% of information with agreed specifications and time frames.
2. Undertake research necessary to support the ongoing development of Council policies, as requested.	• Complete agreed tasks within required time frame.
3. Continue the supply of information to Councillors, Community Boards, other Council Units and to members of the public, community and business groups.	• Supply information within agreed specifications and time frames.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY MONITORING AND RESEARCH

OUTPUT : INFORMATION COLLECTION AND ANALYSIS				2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS					
Purchase of data				37,000	37,000
Land Information - GIS				37,000	32,000
Aerial Photography				0	5,000
TOTAL DIRECT COSTS				74,000	74,000
ALLOCATED COSTS					
Transfer from Allocated Holding A/C (2.50)% 2.53%				152,677	153,736
Alloc O/Head - Output Corporate Overheads Cost Centre				6,018	5,948
Depreciation				0	0
TOTAL ALLOCATED COSTS				158,695	159,683
TOTAL COSTS				232,695	233,683
REVENUE					
NET COST : INFORMATION COLLECTION AND ANALYSIS				232,695	233,683

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT 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 2003/04	Performance Indicators
1. Review and monitor existing strategies relating to the natural resources of the city, and develop policies and strategies for their sustainable management.	• 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. Continue to develop policies and strategies to protect outstanding natural landscapes and vegetation.	• Part A of the Natural Environment Strategy completed by June 2003, and Part B by June 2004.
3. Develop policies and strategies to address the future strategic needs for open space in the city.	• The Draft Open Space Strategy produced by August 2003.
4. Undertake with emphasis on the people needs of the City.	

4.1.54

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT ADVICE

OUTPUT : ENVIRONMENT CONSERVATION AND OPEN SPACE		2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS			
Administration Costs		41,725	30,000
Notable Tree Mtce Grants		7,000	7,000
Strategic Open Space Studies		50,000	50,000
ALLOCATED COSTS			
Depreciation		2,589	1,296
City Solutions Charges		0	0
Transfer from Allocated Holding A/C's		90,831	89,203
Alloc O/Head - Output Corporate Overheads Cost Centre		3,032	4,989
NET COST - ENVIRONMENT CONSERVATION AND OPEN SPACE		195,177	182,488

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT 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 2003/04	Performance Indicators
1. Complete area plans for the areas in the vicinity of Belfast, Cranford Street Basin, Belfast and Russley Road / Memorial Avenue.	• Complete reports within set time frames.
2. Continue to develop projects for achieving the objectives and policies of the City Plan other than by regulation.	• Contribute towards projects within set time frames set by project leaders.
3. Complete a review of the City's industrial land needs and implications of restricting further industrial development over the groundwater protection area.	• Complete area plans and concept plans for identified areas within agreed timeframes.
4. Continue research into long term urban growth options for the City.	• Contribute towards studies within agreed timeframes.
5. Review the retailing and related business activities objectives and policies.	•

4.1.55

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT ADVICE

OUTPUT : CITY PLANNING			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Administration Costs			259,449	172,000
Long Term Urban Development Strategy / East Side Zoning			60,000	90,000
Commercial Strategy Development			100,000	100,000
ALLOCATED COSTS				
Technical Advice (internal)			20,000	20,000
Depreciation			155	971
Geodata Charges			50,000	30,000
Transfer from Allocated Holding A/C's (5.81)% 7.20%			354,318	437,210
Alloc O/Head - Output Corporate Overheads Cost Centre			18,074	22,033
NET COST CITY PLANNING			861,996	872,214

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT ADVICE

OUTPUT : URBAN DESIGN ADVICE

Description

- Develop and promote a high quality urban environment which is attractive, efficient and sustainable.

Objectives for 2003/04	Performance Indicators
1. Develop and review policy relating to urban design issues throughout the city.	• Policy matters initiated and responded to in a timely manner.
2. Participate in and respond to National urban design issues and initiatives.	• National urban design issues responded to as appropriate.
3 Respond to, review, develop and disseminate City Plan policies, objectives and rules relating to urban design.	• Progress made on review of City Plan design and appearance controls by June 2004.
4 Promote the need for and benefits of good urban design through education and advocacy.	• A series of presentations made to staff, Council Committees, the public, students and other interest groups.
5. Provide advice to Council staff and members, the public and business communities, proactively seeking opportunities for adding value.	• Requests for advice responded to in a timely and effective manner.
6. Prepare non-statutory guidance in the form of design guides, design briefs, development briefs, concept plans, design strategies etc.	• Comprehensive policy prepared for public street space. • Structure Plans prepared for future urban growth areas as required. • Other non-statutory guidance provided as required.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT ADVICE

OUTPUT : URBAN DESIGN ADVICE				2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS					
Administration Costs				61,000	30,000
Verandah Clean Up Programme/Streetscape Enhancement				0	0
				-----	-----
				61,000	30,000
ALLOCATED COSTS					
City Solutions Charges				17,555	0
Transfer from Allocated Holding A/C's (1.72)% 2.22%				105,046	134,678
Technical Advice (internal)				10,000	5,000
Geodata Charges				0	10,000
Alloc O/Head - Output Corporate Overheads Cost Centre				5,012	5,077
Depreciation				0	282
				-----	-----
TOTAL COST				198,613	185,036
EXTERNAL REVENUE				0	0
NET COST - URBAN DESIGN ADVICE				198,613	185,036
				=====	=====

RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT ADVICE

OUTPUT : CITY HERITAGE ADVICE AND GRANTS

Description

- Develop policy relating to the conservation, retention and re-use of buildings, places and objects of heritage significance and the conservation of archaeological sites including sites of significance to Tangata Whenua.
- Provide heritage advice to the Council, Committees, staff and the community.
- Implement and manage the Council's Heritage Incentive grants programme.
- Implement as appropriate and provide an advocacy role through the policies outlined in the Council's Heritage Conservation Policy (1999).

Objectives for 2003/04	Performance Indicators
1. Respond, as appropriate, to Resource Consent matters relating to heritage buildings, places and objects.	• Provide advice, reports to Planning Hearings and evidence to the Environment Court as required for Resource Consent matters within the statutory time frame.
2. Respond, review heritage listings and develop, as appropriate, policy through the City Plan process.	• Research, review and advise on heritage issues in response to City Plan matters as required.
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.	• Manage a risk assessment register; provide Heritage Retention Incentive Grants within budget and in accordance with 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.	• Liaise with and speak to community groups, schools and tertiary institutions; provide plaques for heritage buildings as appropriate; publish and update pamphlets, heritage planning information, heritage guidelines and booklets as appropriate and within budget.
5. Assist with and participate in Community and National organisations as appropriate.	• Timely input to local and national heritage organisations; respond to national policy matters.
6. Assist with and respond to public initiatives for heritage conservation, retention and advocacy in general.	• 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 - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT ADVICE

OUTPUT : CITY HERITAGE ADVICE AND GRANTS			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Administration Costs			20,000	40,500
Ngaio Marsh House - Interest Grant			5,000	5,000
Arts Centre Trust - Grant			330,000	400,000
Cathedral of the Blessed Sacrament - Grant			200,000	140,000
Archeological Sites within City			10,000	10,000
Music Centre - Grant			16,500	16,500
Publications			0	10,000
Heritage Development Projects			30,000	20,000
Heritage Development Grants (Rates Relief)			30,000	30,000
			-----	-----
			641,500	672,000
ALLOCATED COSTS				
Transfer from Allocated Holding A/C's	(2.44)%	3.22%	148,604	195,895
Alloc O/Head - Output Corporate Overheads Cost Centre			28,827	24,933
Technical Advice (internal)			5,000	5,000
City Solutions Charges			25,535	0
Geodata Charges			0	5,000
Rent (Nurses Chapel)			37,200	32,400
Rent (Chokebore Lodge)			25,200	19,200
Rent (Saint Marys Chapel)			63,600	75,600
Depreciation			0	0
			-----	-----
TOTAL COST			975,466	1,030,028
EXTERNAL REVENUE			0	0
NET COST - CITY HERITAGE ADVICE AND GRANTS			975,466	1,030,028

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT 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 2003/04	Performance Indicators
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.).	• Advocate and promote the Metropolitan Transport Strategy and its component strategies into programmes and budgets by 30 June 2004.
2. Assess and prepare submissions on transportation aspects of national, regional and adjacent local authorities policies and strategies, as appropriate.	• Preparation on time of submissions for Council approval and participation in central government transport policy initiatives. • Lodge submissions within timetables set by the relevant authorities.
3. Complete the development of long term transportation strategies for the City.	• Complete or review one transport policy by 30 June 2004.
4. Complete studies of major transport corridors including across the north and south west of the city.	• Make progress by 30 June 2004.

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT ADVICE

OUTPUT : TRANSPORTATION			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Professional Fees			50,000	50,000
Parking Commuter Restraint System Research			0	50,000
Council Transport Initiative (Staff Bus Pass Scheme)			95,000	95,000
TOTAL DIRECT COSTS			145,000	195,000
ALLOCATED COSTS				
Transfer from Allocated Holding A/C's	(2.21)%	2.17%	134,438	132,028
City Solutions Charges			0	0
Alloc O/Head - Output Corporate Overheads Cost Centre			6,337	7,304
			140,775	139,332
NET COST - TRANSPORTATION			285,775	334,332

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT ADVICE

OUTPUT : AREA PLANS**Description**

- Preparation of Area/Structure Plans to effectively guide new “Greenfield” residential development.

Objectives for 2003/04	Performance Indicators
1. Implement year one of the two year project agreed work plan.	• Project implemented to time and budget.

4.1.59

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT ADVICE

OUTPUT : AREA PLANS				2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS					
Professional Fees				0	57,000
TOTAL DIRECT COSTS				0	57,000
ALLOCATED COSTS					
Transfer from Allocated Holding A/C's				0	260,000
Alloc O/Head - Output Corporate Overheads Cost Centre				0	0
				0	260,000
NET COST - AREA PLANS				0	317,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

OUTPUT : CITY PLAN**Description**

- Develop and review the objectives and policies of the City Plan.

Objectives for 2003/04	Performance Indicators
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.	• Reports completed for hearing within time frames set down by the City Plan reference process, and to professional standards.
2. Undertake research, monitor and further develop the objectives and policies and rules of the City Plan as appropriate.	• Research development of objectives and policies within the time frames set down by the City Plan process.
3. Provide a framework for and input to variations to the City Plan which addresses issues of strategic significance to the City.	• Section 32 assessments for variations accepted by the Council and Court as meeting required standards of Resource Management Act.

4.1.60

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

OUTPUT : CITY PLAN				2002/2003 BUDGET \$	2003/2004 BUDGET \$
ALLOCATED COSTS					
City Solutions Charges				13,565	10,000
Transfer from Allocated Holding A/C's (4.24)% 4.49%				258,427	272,963
Alloc O/Head - Output Corporate Overheads Cost Centre				6,493	7,118
NET COST - CITY PLAN				278,485	290,081

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

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.

Objectives for 2003/04	Performance Indicators
1. Make submissions, as appropriate, on Policy Statements and Plans prepared by Government, the Canterbury Regional Council and adjoining district councils.	• Submissions made within timetables set by the other organisations.

4.1.61

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

OUTPUT : REGIONAL AND DISTRICT PLANS AND POLICIES			2002/2003 BUDGET \$	2003/2004 BUDGET \$
ALLOCATED COSTS				
City Solutions Charges				0
Transfer from Allocated Holding A/C's	(0.76)%	0.75%	46,095	45,268
Alloc O/Head - Output Corporate Overheads Cost Centre			1,162	1,208
NET COST - REGIONAL AND DISTRICT PLANS AND POLICIES			47,256	46,476

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

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 2003/04	Performance Indicators
1. Ensure agreed urban renewal programmes are carried out and a programme for 2004/05 is developed.	- Projects identified for the year are completed and the 2004/05 programme is agreed. - A system established for ensuring a co-ordinated Council approach to urban renewal.
2. Identify opportunities and prepare plans, briefs and programmes for improvements to older residential areas.	- Progress made in implementing projects and initiatives identified in the Charleston Neighbourhood Plan. - Neighbourhood Plans revisited and/or new Neighbourhood Plans identified and progressed as agreed.
3. Identify opportunities and prepare plans, briefs and programmes for improvements to suburban shopping centres, older commercial and industrial areas.	- Progress made in implementing initiatives identified in Sydenham Concept Plan. - Other opportunities for commercial and industrial renewal identified and responded to.
4. Prepare plans and briefs for guiding and co-ordinating the redevelopment of urban sites.	Plans and briefs are in place at an early stage, having been developed through a collaborative process.

4.1.62

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

OUTPUT : URBAN AMENITY IMPROVEMENT PLANS			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Publications			0	10,000
Urban Renewal Projects - Operational Component			250,000	250,000
Geodata Charges			0	5,000
ALLOCATED COSTS				
City Solutions Charges			15,959	0
Transfer from Allocated Holding A/C's			133,210	125,724
Alloc O/Head - Output Corporate Overheads Cost Centre			9,847	10,455
NET COST - URBAN AMENITY IMPROVEMENT PLANS			409,016	401,178

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

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.

Objectives for 2003/04	Performance Indicators
1. Identify opportunities and prepare plans, briefs and programmes for improvements to the Central City.	• Complete special character area precinct upgrade project and other plans and briefs within agreed time frames.
2. Respond to requests for assistance with feasibility studies and plans for major Council projects in the central city.	• Complete studies within agreed time frames set by the Council.
3. Ensure feasibility studies and plans take account of social, environmental and economic impacts.	• All plans and studies have social, environmental and economic assessments completed.

4.1.63

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

OUTPUT : CENTRAL CITY POLICY, PLANNING AND PROJECT DEVELOPMENT		2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS			
Project Feasibility Studies		60,000	60,000
Central City Board - Running Costs		0	0
Central City Board - Development Projects Funding		0	0
Central City Project Team "Internal" & "External"		130,000	30,000
Special Character Area Precinct Upgrade		200,000	200,000
Central City Park/Residential Development		150,000	150,000
ALLOCATED COSTS			
City Solutions Charges		1,596	0
Transfer from Allocated Holding A/C's	(5.97)% 5.94%	363,839	361,005
Alloc O/Head - Output Corporate Overheads Cost Centre		19,771	24,415
NET COST - CENTRAL CITY POLICY, PLANNING AND PROJECT DEVELOPMENT		925,206	825,421

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

OUTPUT : CITY PLAN MONITORING

Description

- Monitor the effectiveness of the objectives and policies of the City Plan.

Objectives for 2003/04	Performance Indicators
1. Continue the indicator development, data collection and analysis in line with the key anticipated environmental results identified in the City Plan.	• Ongoing.
2. Report indicator information to relevant staff in an effective and timely manner	• To be developed.

4.1.64

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

			2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : CITY PLAN MONITORING				
ALLOCATED COSTS				
Transfer from Allocated Holding A/C's	(1.55)%	1.56%	94,776	94,975
City Solutions Charges			0	0
Alloc O/Head - Output Corporate Overheads Cost Centre			2,365	2,483
NET COST - CITY PLAN MONITORING			97,141	97,458

RESPONSIBLE COMMITTEE:	STRATEGY AND FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

OUTPUT : URBAN RENEWAL PROJECTS

Description

- Planning and implementation of approved Urban Renewal Projects.

Objectives for 2003/04	Performance Indicators
1. Implement year one of the Wainoni Park Area Redevelopment Plan.	• Project implemented to time and budget.

4.1.65

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

				2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : URBAN RENEWAL PROJECTS					
DIRECT COSTS					
Wainoni Park Redevelopment				0	65,000
ALLOCATED COSTS					
Transfer from Allocated Holding A/C's				0	0
(0.00)% 0.00%					
Alloc O/Head - Output Corporate Overheads Cost Centre				0	0
NET COST - URBAN RENEWAL PROJECTS				0	65,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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 2003/04	Performance Indicators
1. Provide advice on applications to develop land and buildings within the area of the Act, as required.	• Provide advice on applications within statutory time frames.
2. Provide advice as required on general matters affecting the Port Hills.	• Complete within agreed time frame.

4.1.66

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CONSENTS AND APPLICATIONS

OUTPUT : SUMMIT ROAD PROTECTION				2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS					
Administration Costs				14,000	17,500
ALLOCATED COSTS					
City Solutions Charges				0	0
Transfer from Allocated Holding A/C's	(0.15)%	0.15%		9,219	9,054
Alloc O/Head - Output Corporate Overheads Cost Centre				596	609
NET COST - SUMMIT ROAD PROTECTION				23,815	27,162

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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.

Objectives for 2003/04	Performance Indicators
1. Assess regional resource consent applications and lodge submissions as appropriate.	• Response within time frames set by the Regional Council.

4.1.67

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CONSENTS AND APPLICATIONS

OUTPUT : REGIONAL PLANS CONSENTS				2002/2003 BUDGET \$	2003/2004 BUDGET \$
ALLOCATED COSTS					
City Solutions Charges					0
Transfer from Allocated Holding A/C's	(0.76)%	0.75%		46,095	45,268
Alloc O/Head - Output Corporate Overheads Cost Centre				1,162	1,208
NET COST - REGIONAL PLANS CONSENTS				47,256	46,476

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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.

Objectives for 2003/04	Performance Indicators
1. Assess changes and resource consent applications to the City Plan and adjoining District Plans, as appropriate.	• Response within time frames set by City and District Councils.

4.1.68

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CONSENTS AND APPLICATIONS

OUTPUT : CITY AND DISTRICT PLANS CONSENTS				2002/2003 BUDGET	2003/2004 BUDGET
ALLOCATED COSTS					
City Solutions Charges				11,969	10,000
Transfer from Allocated Holding A/C's	(1.83)%	2.26%		111,431	137,094
Alloc O/Head - Output Corporate Overheads Cost Centre				2,807	3,226
NET COST - CITY AND DISTRICT PLANS CONSENTS				126,207	150,320

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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.

Objectives for 2003/04	Performance Indicators
1. Investigate the purchase, clearance and disposal of, one non conforming property.	• Complete by 30 June 2004.

4.1.69

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	FUNDS ADMINISTRATION

OUTPUT : NON CONFORMING USES FUND ADMINISTRATION			2002/2003 BUDGET	2003/2004 BUDGET
			\$	\$
ALLOCATED COSTS				
Transfer from Allocated Holding A/C's	(0.15)%	0.20%	9,219	12,214
Alloc O/Head - Output Corporate Overheads Cost Centre			362	245
City Solutions Charges			0	0
NET COST - NON CONFORMING USES FUND ADMINISTRATION			9,581	12,459

RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	FUNDS ADMINISTRATION

OUTPUT : HERITAGE RETENTION FUND ADMINISTRATION AND GRANTS

Description

- Consider applications for grants to help retain listed historic buildings.

Objectives for 2003/04	Performance Indicators
1. Continue to assess applications for grants as they are received.	• Assistance to owners of 10 listed heritage buildings by 30 June 2004.

4.1.70

RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	FUNDS ADMINISTRATION

OUTPUT : HERITAGE RETENTION FUND ADMINISTRATION AND GRANTS		2002/2003 BUDGET \$	2003/2004 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	(0.29)% 0.20%	17,930	12,243
Alloc O/Head - Output Corporate Overheads Cost Centre		15,185	15,329
City Solutions Charges		1,596	0
		-----	-----
NET COST - HERITAGE RETENTION FUND ADMINISTRATION AND GRANTS		=====	=====
		599,711	592,572

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.

Objectives for 2003/04	Performance Indicators
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.	• Mayor, Chairperson of Strategy and Resources Committee and City Manager satisfied with the quality and timeliness of reports and advice. • Businesses operating successfully and achieving Council objectives.

4.1.71

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - BUSINESS PROJECTS SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : TRADING ACTIVITIES LIAISON			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS:				
TOTAL DIRECT COSTS			0	0
ALLOCATED COSTS:				
Transfer fom Suspense Account	(17.05)%	17.05%	43,453	44,124
Allocated Overhead - Dir Operations (25%)			5,000	5,547
TOTAL ALLOCATED COSTS			48,453	49,670
TOTAL COSTS			48,453	49,670
REVENUE				
Internal Recoveries			48,453	49,670
TOTAL REVENUE			48,453	49,670
NET COST TRADING ACTIVITIES LIAISON			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 2003/04	Performance Indicators
1. Contribute to the ongoing Corporate review of Council operations and lead externally driven change projects.	• City Manager satisfied with the quality of the contribution and the outcome of the externally driven projects. • Business units satisfied with the quality and timeliness of advice.
2. Ensure elected members are provided with timely and sufficient advice to make informed decisions.	• The Chairperson, Projects and Property Committee is satisfied with the timeliness and quality of the Principal Advisor's contribution.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - BUSINESS PROJECTS SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : CORPORATE ADVICE			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS:				
TOTAL DIRECT COSTS			0	0
ALLOCATED COSTS:				
Transfer fom Suspense Account	(21.31)%	21.31%	54,316	55,155
Allocated Overhead - Dir Operations (50%)			10,000	11,093
TOTAL ALLOCATED COSTS			64,316	66,248
TOTAL COSTS			64,316	66,248
REVENUE				
Internal Recoveries			25,727	26,499
Corporate Overhead Recovery			38,590	39,749
TOTAL REVENUE			64,316	66,248
NET COST CORPORATE ADVICE			0	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 the Council and for external customers to ensure innovative total solutions are delivered.

Objectives for 2003/04	Performance Indicators
1. Ensure total solutions are being delivered within the criteria agreed with stakeholders and customers.	• Customers and stakeholders satisfied with the outcomes of capital projects completed.

4.1.73

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - BUSINESS PROJECTS SECTION
OUTPUT CLASS:	ADVICE

OUTPUT : PROFESSIONAL SERVICES		2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS:			
TOTAL DIRECT COSTS		0	0
ALLOCATED COSTS:			
Transfer fom Suspense Account	(48.85)% 48.85%	124,474	126,394
TOTAL ALLOCATED COSTS		124,474	126,394
TOTAL COSTS		124,474	126,394
REVENUE			
Internal Recoveries		124,474	126,394
TOTAL REVENUE		124,474	126,394
NET COST PROFESSIONAL SERVICES		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 the Council on Economic Development initiatives.

Objectives for 2003/04	Performance Indicators
1. Work with the organisations to ensure Council economic development objectives are met.	• 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

OUTPUT : ECONOMIC DEVELOPMENT			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS:				
TOTAL DIRECT COSTS			0	0
ALLOCATED COSTS:				
Transfer fom Suspense Account	(12.79)%	12.79%	32,590	33,093
Allocated Overhead - Dir Operations (25%)			5,000	5,547
TOTAL ALLOCATED COSTS			37,590	38,639
TOTAL COSTS			37,590	38,639
REVENUE				
Internal Recoveries			37,590	38,639
TOTAL REVENUE			37,590	38,639
NET COST ECONOMIC DEVELOPMENT			0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – LEGAL AND SECRETARIAT SECTION
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 2003/04	Performance Indicators
1. To provide timely legal advice services, including legal opinions, and the accurate interpretation of statutes, district plans, bylaws and matters of law.	• Client unit satisfaction with legal opinions and other information provided based on timeliness and perception of quality is a real measure of performance.
2. To ensure that the Council is not involved in unnecessary litigation by maintaining liaison with relevant Unit Managers.	• 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.

4.1.75

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - LEGAL AND SECRETARIAT SECTION
OUTPUT CLASSES:	LEGAL SERVICES

			2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : LEGAL ADVICE (BUSINESS UNITS & COUNCIL)				
DIRECT COSTS				
External Lawyers Fees			50,000	50,000
ALLOCATED COSTS				
Transfer from Legal Services Cost Centre	(70.00)%	70.00%	571,984	623,904
TOTAL COST - LEGAL ADVICE			621,984	673,904
REVENUE				
Internal Recoveries			621,984	673,904
TOTAL REVENUE			621,984	673,904
NET COST LEGAL ADVICE			0	0

4.1.text.76

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – LEGAL AND SECRETARIAT SECTION
ACTIVITY:	LEGAL SERVICES

OUTPUTS: CORPORATE ADVICE (CONTD)

For text see page 4.1.text.75.

4.1.76

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - LEGAL AND SECRETARIAT SECTION
OUTPUT CLASSES:	LEGAL SERVICES

			2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : CORPORATE ADVICE				
DIRECT COSTS				
Legal Compliance Programme			0	0
ALLOCATED COSTS				
Transfer from Legal Services Cost Centre	(30.00)%	30.00%	245,136	267,387
TOTAL COST - CORPORATE ADVICE			245,136	267,387
REVENUE				
External Recoveries			0	0
Internal Recoveries			245,136	267,387
TOTAL REVENUE			245,136	267,387
NET COST CORPORATE ADVICE			0	0

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE – LEGAL AND SECRETARIAT SECTION
OUTPUT CLASS:	SECRETARIAT

OUTPUT : COUNCIL/COMMITTEE SERVICING

Description

- To provide an efficient secretarial service to elected members and be responsive to their needs, and to continue the provision of service to associated organisations.

Objectives for 2003/04	Performance Indicators
1. To ensure that all meetings are held in full compliance with the provisions of the relevant legislation and the Council's Standing Orders.	• No instances of special meetings having to be called for the purpose of reconsidering earlier decisions rendered invalid by virtue of irregularities in meeting procedure.
2. To ensure that all Special Orders, Bylaws and related procedures are completed in full compliance with the provisions of the relevant legislation.	• No instances of Special Order, Bylaw or related procedures having to be recommenced to rectify defects in original procedure/s.
3. Reports of meetings to be completed promptly.	• Reports of all meetings completed within four working days of meeting.
4. Post-meeting correspondence, memoranda and associated action to be completed promptly following meetings.	• All correspondence and matters requiring action from meetings attended to within one week of the relevant meeting.

4.1.77

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - LEGAL AND SECRETARIAT SECTION
OUTPUT CLASS:	SECRETARIAT

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : COUNCIL / COMMITTEE SERVICING		
DIRECT COSTS		
Administration Costs	90,000	90,000
TOTAL DIRECT COSTS	90,000	90,000
ALLOCATED COSTS		
Allocated Overhead from - Corporate Services Cost Centre (Catering-Mayor & Councillors)	48,350	48,350
Allocated Overhead from - Secretariat Cost Centre	788,419	788,066
TOTAL ALLOCATED COSTS	836,769	836,416
TOTAL COSTS	926,769	926,416
INTERNAL REVENUE		
Funding Transfer from - Public Accountability (Elections)	0	0
Funding Transfer from - Public Accountability (Meetings)	926,769	926,416
TOTAL REVENUE	926,769	926,416
NET COST - COUNCIL/COMMITTEE SERVICING	0	0

4.1.78

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - CHIEF EXECUTIVE OFFICER
OUTPUT CLASS::	CAPITAL OUTPUTS

Description	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
RENEWALS & REPLACEMENTS					
Office Equipment	1,000	2,500	1,000	2,500	1,000
Furniture		3,000			
TOTAL RENEWALS & REPLACEMENTS	1,000	5,500	1,000	2,500	1,000
NEW ASSETS					
Computer Equipment					
TOTAL NEW ASSETS	0	0	0	0	0
TOTAL CAPITAL EXPENDITURE	1,000	5,500	1,000	2,500	1,000

Annual Plan 2002/2003	\$2,500	1,000	5,500	1,000	2,500	1,000

	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
RENEWALS & REPLACEMENTS					
Chief Executive Officer's Office	2,500	1,000	2,500	1,000	5,000
	2,500	1,000	2,500	1,000	5,000

Annual Plan 2002/2003	2,500	1,000	2,500	1,000

4.1.79

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - FINANCE SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

		2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
RENEWALS & REPLACEMENTS						
Office Furniture & Equipment		2,000	2,000	2,000	2,000	2,000
		2,000	2,000	2,000	2,000	2,000
NEW ASSETS						
		0	0	0	0	0
TOTAL		2,000	2,000	2,000	2,000	2,000
Annual Plan 2002/2003	\$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
		2,000	2,000	2,000	2,000	2,000
Annual Plan 2002/2003		\$2,000	\$2,000	\$2,000	\$2,000	

4.1.80

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - HUMAN RESOURCES TEAM
OUTPUT CLASS:	CAPITAL OUTPUTS

DESCRIPTION	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
RENEWALS & REPLACEMENTS					
Office Furniture & Equipment	7,500	7,500	10,000	10,000	10,000
	7,500	7,500	10,000	10,000	10,000
NEW ASSETS					
Training Equipment					
TOTAL NEW ASSETS	0	0	0	0	0
TOTAL CAPITAL EXPENDITURE	7,500	7,500	10,000	10,000	10,000
Annual Plan 2002/2003	\$7,500	\$7,500	\$7,500	\$10,000	\$10,000
	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
RENEWALS & REPLACEMENTS	7,500	10,000	10,000	10,000	10,000
ASSET IMPROVEMENTS					
NEW ASSETS	7,500	10,000	10,000	10,000	10,000
Annual Plan 2002/2003	\$7,500	\$10,000	\$10,000	\$10,000	

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

Description	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
RENEWALS & REPLACEMENTS					
Furniture/Software	11,000	13,000	13,000	13,000	13,000
Furniture & Equipment - Counter Services	15,500	15,500	16,500	17,500	18,500
Media Monitoring - TV/Video			2,500		
TOTAL RENEWALS & REPLACEMENTS	26,500	28,500	32,000	30,500	31,500
ASSET IMPROVEMENTS					2,000
Office Equipment	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	\$28,500	\$30,500	\$34,000	\$32,500	\$33,500
Annual Plan 2002/2003	\$19,500	\$28,500	\$30,500	\$34,000	\$32,500
	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
RENEWALS & REPLACEMENTS	38,000	38,000	38,000	38,000	38,000
ASSET IMPROVEMENTS	2,000	2,000	2,000	2,000	2,000
	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Annual Plan 2002/2003	\$40,000	\$40,000	\$40,000	\$40,000	

4.1.82

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

Description	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
RENEWALS & REPLACEMENTS					
Office Furniture & Equipment	3,000	3,000	3,000	3,500	3,500
TOTAL RENEWALS & REPLACEMENTS	3,000	3,000	3,000	3,500	3,500
ASSET IMPROVEMENTS					
TOTAL ASSET IMPROVEMENTS	0	0	0	0	0
NEW ASSETS					
TOTAL NEW ASSETS	0	0	0	0	0
TOTAL CAPITAL EXPENDITURE	3,000	3,000	3,000	3,500	3,500
Annual Plan 2002/2003	\$4,500	\$3,500	\$4,500	\$4,500	\$4,500

4.1.83

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					
Office Furniture & Equipment	4,500	5,500	5,500	5,500	5,500
TOTAL RENEWALS & REPLACEMENTS	4,500	5,500	5,500	5,500	5,500
ASSET IMPROVEMENTS					
TOTAL ASSET IMPROVEMENTS	0	0	0	0	0
NEW ASSETS					
TOTAL NEW ASSETS	0	0	0	0	0
TOTAL CAPITAL EXPENDITURE	4,500	5,500	5,500	5,500	5,500
Annual Plan 2002/2003	\$5,500	\$6,500	\$6,500	\$6,500	

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

Description	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
RENEWALS & REPLACEMENTS					
Office Furniture & Equipment	8,500	8,500	6,500	5,500	10,500
Computer Software	2,000	2,000	2,000	2,000	2,000
GEMS Upgrade		125,000			
Monitoring & Research					
GIS Software	5,000	5,000	5,000	5,000	5,000
City Development					
Wainoni Park Redevelopment - Property Purchase (CIL Funded)	330,000				
Wainoni Park Redevelopment - Construction	106,200	725,800			
Geo Data					10,000
GIS Workstation					
GIS Software	64,000	34,000	86,700		
TOTAL RENEWALS & REPLACEMENTS	515,700	900,300	100,200	12,500	27,500
ASSET IMPROVEMENTS					
TOTAL ASSET IMPROVEMENTS	0	0	0	0	0

4.1.85

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

Description	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
NEW ASSETS					
E-Council Hardware & Software					
Geo Data					
Office Equipment	6,500	3,500	1,500	3,500	1,500
City Development					
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
Heritage Building Purchase					
TOTAL NEW ASSETS	406,500	403,500	401,500	403,500	401,500
TOTAL CAPITAL EXPENDITURE	922,200	1,303,800	501,700	416,000	429,000
SALES :					
Non-conforming Properties	150,000	150,000	150,000	150,000	150,000
Heritage Buildings					
Wainoni Pard Redevelopment Sales			200,000		
TOTAL SALES	150,000	150,000	350,000	150,000	150,000
NET CAPITAL EXPENDITURE	\$772,200	\$1,153,800	\$151,700	\$266,000	\$279,000
Annual Plan 2002/2003	\$1,172,957	\$336,000	\$428,000	\$351,700	\$266,000

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
RENEWALS & REPLACEMENTS					
Office Furniture & Equipment	8,500	10,500	10,500	10,500	10,500
Computer Software	2,000	2,000	2,000	2,000	2,000
Monitoring & Research					
GIS Software	5,000	5,000	5,000	5,000	5,000
Geo Data					
Software Upgrades	10,000				
TOTAL RENEWALS & REPLACEMENTS	25,500	17,500	17,500	17,500	17,500
NEW ASSETS					
Geo Data					
Office Equipment	1,500	1,500	1,500	1,500	1,500
City Development					
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	401,500	401,500	401,500	401,500	401,500
TOTAL CAPITAL EXPENDITURE	427,000	419,000	419,000	419,000	419,000
SALES :					
Non-conforming Properties	150,000	150,000	150,000	150,000	150,000
TOTAL SALES	150,000	150,000	150,000	150,000	150,000
NET CAPITAL EXPENDITURE	\$277,000	\$269,000	\$269,000	\$269,000	\$269,000
Annual Plan 2002/2003	\$277,000	\$269,000	\$269,000	\$269,000	

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - BUSINESS PROJECTS SECTION
OUTPUT CLASS:	CAPITAL OUTPUTS

DESCRIPTION	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
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					
	0	0	0	0	0
TOTAL NEW ASSETS					
	0	0	0	0	0
TOTAL CAPITAL EXPENDITURE					
	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
Annual Plan 2002/2003	\$2,500				
	\$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 2002/2003	\$2,500	\$2,500	\$2,500	\$2,500	

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - LEGAL AND SECRETARIAT SECTION
OUTPUT CLASS::	CAPITAL OUTPUTS

Description	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
RENEWALS & REPLACEMENTS					
Office Equipment	4,500	4,500	4,500	6,500	6,500
Computer Equipment					
TOTAL RENEWALS & REPLACEMENTS	\$4,500	\$4,500	\$4,500	\$6,500	\$6,500
NEW ASSETS					
Computer Equipment					
TOTAL NEW ASSETS	\$0	\$0	\$0	\$0	\$0
TOTAL CAPITAL EXPENDITURE	\$4,500	\$4,500	\$4,500	\$6,500	\$6,500
Annual Plan 2002/2003	4,500				
	2,500	\$2,500	2,500	2,500	2,500
RENEWALS & REPLACEMENTS	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
Office Equipment	6,500	6,500	6,500	6,500	8,500
	\$6,500	\$6,500	\$6,500	\$6,500	\$8,500
Annual Plan 2002/2003	2,500	2,500	2,500	2,500	

MONITORING COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		CORPORATE OFFICE - FINANCE SECTION				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2002/2003 Present Charge	2002/2003 Revenue from Present Charge	2003/2004 Proposed Charge	2003/2004 Projected Revenue From Proposed Charge	2003/2004 Projected Revenue as a percentage of Total Cost	Notes
Christchurch City Holdings Ltd. Professional Services & Management Fee	\$272,805 per annum	\$272,805		\$269,494	100.00%	
Commission on General Investments		\$115,000		\$115,000	100.00%	
Loan System Management		\$0		\$0	100.00%	
TOTAL		\$387,805		\$384,494		

MONITORING COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		CORPORATE OFFICE - OPERATIONS SECTION				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2002/2003 Present Charge	2002/2003 Revenue from Present Charge	2003/2004 Proposed Charge	2003/2004 Projected Revenue From Proposed Charge	2003/2004 Projected Revenue as a percentage of Total Cost	Notes
Counter Services - Shirley S.C.						
Counter Sales	Varies	\$8,000	Varies	\$4,000	105.00%	1
Miscellaneous Recoveries	Varies	\$250	Varies	\$0		
Counter Services - Fendalton S.C.						
Counter Sales		\$1,200		\$4,000	101.78%	1
Counter Services - Linwood S.C.						
Counter Sales	Various	\$3,000	Various	\$3,000	105.5%	1
Counter Services - Beckenham S.C.						
Counter Sales	Various	\$13,500	Various	\$4,000	105.50%	1
Miscellaneous	Various	\$0	Various			
Conference Room Hire	Various	\$2,000	Various	\$0	100.00% (Net floor space rental)	
Counter Services - Papanui S.C.						
Counter sales	Various	\$15,000	Various	\$4,000	105.00%	1
Counter Services - Sockburn S.C.						
Stock for Sale						
Counter Sales	Varies	\$4,604	Varies	\$3,320	105%	1
NZ Post Boxes		\$80,000		\$9,614	186%	
- Letters	5 cents/letter		fixed postal work & admin fee.			
- Registered Items	25 cents/item					
NZ Post Sales		\$76,300		\$76,800	109%	1
- Stamps	10% on sales					
- Handi Products	25% on sales					
- Post Paid Products	15% on sales					
Counter Services - Riccarton						
Stock for Sale						
Counter Sales		\$6,000		\$4,000	105%	1
Civic Offices						
Counter Sales		\$23,000		\$23,000		
Total Counter Services		\$232,854		\$135,734		
GRAND TOTAL		\$232,854		\$135,734		

Note 1: This percentage relates to the estimated overall mark up on counter stock for sale.

4.1.91

RESPONSIBLE COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		CORPORATE OFFICE - POLICY SECTION				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2002/2003 Present Charge	2002/2003 Revenue from Present Charge	2003/2004 Proposed Charge	2003/2004 Projected Revenue From Proposed Charge	2003/2004 Projected Revenue as a percentage of Total Cost	Notes
Graphics	Various	\$0	Various			
Canterbury Provincial Chambers Hires - Stone/ Wooden Chamber	Various	\$0	Various			
TOTAL		----- \$0		----- \$0		
		=====		=====		

MONITORING COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		CORPORATE OFFICE - INFORMATION AND PLANNING SECTION				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2002/2003 Present Charge	2002/2003 Revenue from Present Charge	2003/2004 Proposed Charge	2003/2004 Projected Revenue From Proposed Charge	2003/2004 Projected Revenue as a percentage of Total Cost	Notes
Core Persons & Property Data Sale of Property Information		\$271,000		\$271,000	13.1%	
TOTAL		----- \$271,000 =====		----- \$271,000 =====		

MONITORING COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		CORPORATE OFFICE - LEGAL AND SECRETARIAT SECTION				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2002/2003 Present Charge	2002/2003 Revenue from Present Charge	2003/2004 Proposed Charge	2003/2004 Projected Revenue From Proposed Charge	2003/2004 Projected Revenue as a percentage of Total Cost	Notes
Legal Advice	Various		Various		100.00%	
Legal Compliance Programme		\$0		\$0		
TOTAL		\$0		\$0		

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:	MANAGEMENT

OUTPUT : CUSTOMER SERVICES OPERATION

	<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	461,459	-	-	-	-		461,459 TableC
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	461,459	-	-	-	-	-	461,459
<i>Modifications</i>							
Transfer User Costs to Rating	(0)	0	0	0	0		- CapValAll
Non-Rateable	-	0	0	0	(0)		- CapValGen
<i>Total Modifications</i>	(0)	0	0	0	-	-	-
Total Costs and Modifications	461,459	0	0	0	-	-	461,459

Funded By

100.00% User Charges	461,459						461,459
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
0.00% Capital Value Rating	-	0	0	0	-	-	0
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	461,459	0	0	0	-	-	461,459

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	COMMUNICATIONS

OUTPUT: EXTERNAL COMMUNICATIONS MEDIA RELATIONS

Description Monitoring and managing the Council's 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

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	-	37,538	10,190	1,380	2,542		51,649 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	37,538	10,190	1,380	2,542	-	51,649
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	1,943	527	71	(2,542)		- CapValGen
<i>Total Modifications</i>	-	1,943	527	71	(2,542)	-	-
Total Costs and Modifications	-	39,481	10,717	1,451	-	-	51,649

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	39,481	10,717	1,451	-	-	51,649
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	39,481	10,717	1,451	-	-	51,649

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

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	-	556,641	151,106	20,458	37,691		765,896 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	556,641	151,106	20,458	37,691	-	765,896
<i>Modifications</i>							
Transfer User Costs to Rating	382,948	(278,320)	(75,553)	(10,229)	(18,846)		- CapValAll
Non-Rateable	-	14,406	3,911	529	(18,846)		- CapValGen
<i>Total Modifications</i>	382,948	(263,915)	(71,642)	(9,700)	(37,691)	-	-
Total Costs and Modifications	382,948	292,726	79,463	10,759	-	-	765,896

Funded By

50.00% User Charges	382,948						382,948
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
50.00% Capital Value Rating	-	292,726	79,463	10,759	-	-	382,948
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	382,948	292,726	79,463	10,759	-	-	765,896

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:	COMMUNICATIONS

OUTPUT : INTERNAL 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	-	52,389	14,221	1,925	3,547		72,083 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	52,389	14,221	1,925	3,547	-	72,083
<i>Modifications</i>							
Transfer User Costs to Rating	72,083	(52,389)	(14,221)	(1,925)	(3,547)		- CapValAll
Non-Rateable	-	-	-	-	-		- CapValGen
<i>Total Modifications</i>	72,083	(52,389)	(14,221)	(1,925)	(3,547)	-	-
Total Costs and Modifications	72,083	-	-	-	-	-	72,083

Funded By

100.00% User Charges	72,083						72,083
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
0.00% Capital Value Rating	-	-	-	-	-	-	-
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	72,083	-	-	-	-	-	72,083

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	CUSTOMER SUPPORT SERVICES

OUTPUT: INFORMATION & ADVICE

Description Provision of information, payment facilities and a contact point for customers wanting to access the Council and its services face to face, by phone or electronically.

Benefits Citizen's have easy access and choice in the way they are able to access information and customer related Council services by walking in to Civic Offices or suburban service points, or contacting the Council by phone or electronically.

Strategic Objectives Strategic Objectives A1-5, B2, D1-2, F 1-7, G1-2 **CCC Policy** Guided by 2 internal strategies – Suburban Services Strategy, 1997 and Customer Services Strategy, update 1999.

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)***General Benefits (Section 112F(b))****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 who have easy access to walk in, phone in and electronic customer information about the full range of Council services and payment services in the suburbs and the central city.

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******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

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - OPERATIONS SECTION
OUTPUT CLASS:	CUSTOMER SUPPORT SERVICES

OUTPUT : INFORMATION & ADVICE

Customer Residential Commercial Rural Institutions Grants Total Method

Costs and Modifications*Costs*

0.00% General Benefits	-	-	-	-	-	-	- CapValAll
100.00% Direct Benefits	1,684,840	-	-	-	-	-	1,684,840 TableC
0.00% Negative Effects	-	-	-	-	-	-	- 0
<i>Total Costs</i>	1,684,840	-	-	-	-	-	1,684,840

Modifications

Transfer User Costs to Rating	(1,684,840)	1,224,514	332,406	45,005	82,914	-	- CapValAll
Non-Rateable	-	63,380	17,205	2,329	(82,914)	-	- CapValGen
<i>Total Modifications</i>	(1,684,840)	1,287,894	349,612	47,334	-	-	-

Total Costs and Modifications	-	1,287,894	349,612	47,334	-	-	1,684,840

Funded By

0.00% User Charges	-	-	-	-	-	-	-
0.00% Grants and Subsidies	-	-	-	-	-	-	- 0
0.00% Net Corporate Revenues	-	-	-	-	-	-	- 0
100.00% Capital Value Rating	-	1,287,894	349,612	47,334	-	-	1,684,840
0.00% Uniform Annual Charge	-	-	-	-	-	-	-

Total Funded By	-	1,287,894	349,612	47,334	-	-	1,684,840

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT: SOCIAL POLICY ANALYSIS AND 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***

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : SOCIAL POLICY ANALYSIS AND 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	-	198,725	53,946	7,304	13,456		273,430 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	198,725	53,946	7,304	13,456	-	273,430
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	10,286	2,792	378	(13,456)		- CapValGen
<i>Total Modifications</i>	-	10,286	2,792	378	(13,456)	-	-
Total Costs and Modifications	-	209,010	56,738	7,682	-	-	273,430

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	209,010	56,738	7,682	-	-	273,430
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	209,010	56,738	7,682	-	-	273,430

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***

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	-	326,120	88,529	11,986	22,082		448,717 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	326,120	88,529	11,986	22,082	-	448,717
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	16,880	4,582	620	(22,082)		- CapValGen
<i>Total Modifications</i>	-	16,880	4,582	620	(22,082)	-	-
Total Costs and Modifications	-	343,000	93,111	12,606	-	-	448,717

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	343,000	93,111	12,606	-	-	448,717
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	343,000	93,111	12,606	-	-	448,717

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT: SUSTAINABLE CHRISTCHURCH 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***

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

OUTPUT : SUSTAINABLE CHRISTCHURCH 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	-	241,024	65,429	8,858	16,320		331,632 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	241,024	65,429	8,858	16,320	-	331,632
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	12,475	3,387	459	(16,320)		- CapValGen
<i>Total Modifications</i>	-	12,475	3,387	459	(16,320)	-	-
Total Costs and Modifications	-	253,500	68,815	9,317	-	-	331,632

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	253,500	68,815	9,317	-	-	331,632
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	253,500	68,815	9,317	-	-	331,632

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**

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	-	202,652	55,012	7,448	13,722		278,835 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	202,652	55,012	7,448	13,722	-	278,835
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	10,489	2,847	386	(13,722)		- CapValGen
<i>Total Modifications</i>	-	10,489	2,847	386	(13,722)	-	-
Total Costs and Modifications	-	213,142	57,859	7,834	-	-	278,835

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	213,142	57,859	7,834	-	-	278,835
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	213,142	57,859	7,834	-	-	278,835

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

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***

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - POLICY SECTION
OUTPUT CLASS:	POLICY ADVICE

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	-	143,881	39,058	5,288	9,743		197,970 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	143,881	39,058	5,288	9,743	-	197,970
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- CapValAll
Non-Rateable	-	7,447	2,022	274	(9,743)		- CapValGen
<i>Total Modifications</i>	-	7,447	2,022	274	(9,743)	-	-
Total Costs and Modifications	-	151,329	41,080	5,562	-	-	197,970

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	151,329	41,080	5,562	-	-	197,970
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	151,329	41,080	5,562	-	-	197,970

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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**

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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	-	729,575	198,050	26,814	49,401		1,003,840 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	729,575	198,050	26,814	49,401	-	1,003,840
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	37,762	10,251	1,388	(49,401)		- CapValGen
<i>Total Modifications</i>	-	37,762	10,251	1,388	(49,401)	-	-
Total Costs and Modifications	-	767,337	208,301	28,202	-	-	1,003,840

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	767,337	208,301	28,202	-	-	1,003,840
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	767,337	208,301	28,202	-	-	1,003,840

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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**

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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	-	83,537	22,677	3,070	5,657		114,941 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	83,537	22,677	3,070	5,657	-	114,941
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	4,324	1,174	159	(5,657)		- CapValGen
<i>Total Modifications</i>	-	4,324	1,174	159	(5,657)	-	-
Total Costs and Modifications	-	87,861	23,851	3,229	-	-	114,941

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	87,861	23,851	3,229	-	-	114,941
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	87,861	23,851	3,229	-	-	114,941

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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**

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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	-	57,320	15,560	2,107	3,881		78,868 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	57,320	15,560	2,107	3,881	-	78,868
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	2,967	805	109	(3,881)		- CapValGen
<i>Total Modifications</i>	-	2,967	805	109	(3,881)	-	-
Total Costs and Modifications	-	60,286	16,365	2,216	-	-	78,868

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	60,286	16,365	2,216	-	-	78,868
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	60,286	16,365	2,216	-	-	78,868

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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**

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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	-	169,837	46,104	6,242	11,500		233,683 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	169,837	46,104	6,242	11,500	-	233,683
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	8,791	2,386	323	(11,500)		- CapValGen
<i>Total Modifications</i>	-	8,791	2,386	323	(11,500)	-	-
Total Costs and Modifications	-	178,628	48,490	6,565	-	-	233,683

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	178,628	48,490	6,565	-	-	233,683
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	178,628	48,490	6,565	-	-	233,683

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT 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

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT 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	-	132,629	36,004	4,875	8,981		182,488 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	132,629	36,004	4,875	8,981	-	182,488
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	6,865	1,864	252	(8,981)		- CapValGen
<i>Total Modifications</i>	-	6,865	1,864	252	(8,981)	-	-
Total Costs and Modifications	-	139,494	37,867	5,127	-	-	182,488

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	139,494	37,867	5,127	-	-	182,488
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	139,494	37,867	5,127	-	-	182,488

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT 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**

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT 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	-	633,911	172,081	23,298	42,923		872,214 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	633,911	172,081	23,298	42,923	-	872,214
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	32,811	8,907	1,206	(42,923)		- CapValGen
<i>Total Modifications</i>	-	32,811	8,907	1,206	(42,923)	-	-
Total Costs and Modifications	-	666,721	180,988	24,504	-	-	872,214

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	666,721	180,988	24,504	-	-	872,214
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	666,721	180,988	24,504	-	-	872,214

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT 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**

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT 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	-	121,033	32,856	4,448	8,195		166,533 CapValAll
10.00% Direct Benefits	-	13,448	3,651	494	911		18,504 CapValAll
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	134,481	36,506	4,943	9,106	-	185,036
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- CapValAll
Non-Rateable	-	6,961	1,890	256	(9,106)		- CapValGen
<i>Total Modifications</i>	-	6,961	1,890	256	(9,106)	-	-
Total Costs and Modifications	-	141,442	38,396	5,198	-	-	185,036

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	141,442	38,396	5,198	-	-	185,036
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	141,442	38,396	5,198	-	-	185,036

RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT 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**

RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT 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	-	748,607	203,217	27,514	50,690		1,030,028 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	748,607	203,217	27,514	50,690	-	1,030,028
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- CapValAll
Non-Rateable	-	38,747	10,518	1,424	(50,690)		- CapValGen
<i>Total Modifications</i>	-	38,747	10,518	1,424	(50,690)	-	-
Total Costs and Modifications	-	787,355	213,735	28,938	-	-	1,030,028

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	787,355	213,735	28,938	-	-	1,030,028
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	787,355	213,735	28,938	-	-	1,030,028

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT 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***

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT 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	-	242,987	65,961	8,931	16,453		334,332 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	242,987	65,961	8,931	16,453	-	334,332
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	12,577	3,414	462	(16,453)		- CapValGen
<i>Total Modifications</i>	-	12,577	3,414	462	(16,453)	-	-
Total Costs and Modifications	-	255,564	69,375	9,393	-	-	334,332

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	255,564	69,375	9,393	-	-	334,332
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	255,564	69,375	9,393	-	-	334,332

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT ADVICE

OUTPUT: AREA PLANS

Description Preparation of area and structure plans to effectively guide new 'greenfield' residential development.

Benefits Provide policy advice to Council to better integrate subdivision development for infrastructure and community asset development and provision.

Strategic Objectives B1, B3, C1, C2, **CCC Policy** City Plan, Local Parks Acquisition Policy
E1, E2, E3, F1.

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)***General Benefits (Section 112F(b))***

The community as a whole benefits from area development solutions for community and asset integration that are sustainable.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as the 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***

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY DEVELOPMENT ADVICE

OUTPUT : AREA PLANS

Customer Residential Commercial Rural Institutions Grants Total Method

Costs and Modifications*Costs*

100.00% General Benefits	-	230,390	62,542	8,468	15,600		317,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	230,390	62,542	8,468	15,600	-	317,000

Modifications

Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	11,925	3,237	438	(15,600)		- CapValGen
<i>Total Modifications</i>	-	11,925	3,237	438	(15,600)	-	-

Total Costs and Modifications	-	242,315	65,779	8,906	-	-	317,000

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	242,315	65,779	8,906	-	-	317,000
0.00% Uniform Annual Charge		-	-	-			-

Total Funded By	-	242,315	65,779	8,906	-	-	317,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

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**

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

OUTPUT : CITY PLAN

Customer Residential Commercial Rural Institutions Grants Total Method

Costs and Modifications*Costs*

100.00% General Benefits	-	210,826	57,231	7,749	14,276		290,081	CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0	
0.00% Negative Effects	-	-	-	-	-		- 0	
<i>Total Costs</i>	-	210,826	57,231	7,749	14,276	-	290,081	

Modifications

Transfer User Costs to Rating	-	-	-	-	-		- 0	
Non-Rateable	-	10,912	2,962	401	(14,276)		- CapValGen	
<i>Total Modifications</i>	-	10,912	2,962	401	(14,276)	-	-	

Total Costs and Modifications	-	221,739	60,193	8,150	-	-	290,081	

Funded By

0.00% User Charges	-						-	
0.00% Grants and Subsidies		-	-	-	-		- 0	
0.00% Net Corporate Revenues		-	-	-	-		- 0	
100.00% Capital Value Rating	-	221,739	60,193	8,150	-	-	290,081	
0.00% Uniform Annual Charge		-	-	-			-	

Total Funded By	-	221,739	60,193	8,150	-	-	290,081	

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

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

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

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	-	33,778	9,169	1,241	2,287		46,476 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	33,778	9,169	1,241	2,287	-	46,476
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	1,748	475	64	(2,287)		- CapValGen
<i>Total Modifications</i>	-	1,748	475	64	(2,287)	-	-
Total Costs and Modifications	-	35,527	9,644	1,306	-	-	46,476

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	35,527	9,644	1,306	-	-	46,476
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	35,527	9,644	1,306	-	-	46,476

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

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**

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

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	-	218,677	59,362	8,037	14,807		300,884 CapValAll
25.00% Direct Benefits	-	72,892	19,787	2,679	4,936		100,295 CapValAll
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	291,570	79,150	10,716	19,743	-	401,178
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	15,091	4,097	555	(19,743)		- CapValGen
<i>Total Modifications</i>	-	15,091	4,097	555	(19,743)	-	-
Total Costs and Modifications	-	306,661	83,246	11,271	-	-	401,178

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	306,661	83,246	11,271	-	-	401,178
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	306,661	83,246	11,271	-	-	401,178

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

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

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

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	-	599,902	162,849	22,048	40,621		825,421 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	599,902	162,849	22,048	40,621	-	825,421
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	31,050	8,429	1,141	(40,621)		- CapValGen
<i>Total Modifications</i>	-	31,050	8,429	1,141	(40,621)	-	-
Total Costs and Modifications	-	630,953	171,278	23,190	-	-	825,421

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	630,953	171,278	23,190	-	-	825,421
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	630,953	171,278	23,190	-	-	825,421

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

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***

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

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	-	70,831	19,228	2,603	4,796		97,458 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	70,831	19,228	2,603	4,796	-	97,458
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	3,666	995	135	(4,796)		- CapValGen
<i>Total Modifications</i>	-	3,666	995	135	(4,796)	-	-
Total Costs and Modifications	-	74,497	20,223	2,738	-	-	97,458

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	74,497	20,223	2,738	-	-	97,458
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	74,497	20,223	2,738	-	-	97,458

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

OUTPUT: URBAN RENEWAL PROJECTS

Description Planning and implementation of approved urban renewal projects with initial emphasis on Aranui Urban Renewal Area.

Benefits Improvements from integrated planning with emphasis on achieving Community cohesion, safety, and housing. The project will advance partnerships with communities and Housing N Z Ltd.

Strategic Objectives B4, C2, D1, G3. **CCC Policy** City Plan, Local Parks Acquisition Policy.

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)***General Benefits (Section 112F(b))***

The community as a whole benefits from area development solutions for community and asset integration that are sustainable.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as the 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***

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

OUTPUT : URBAN RENEWAL 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	-	47,241	12,824	1,736	3,199		65,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	47,241	12,824	1,736	3,199	-	65,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	2,445	664	90	(3,199)		- CapValGen
<i>Total Modifications</i>	-	2,445	664	90	(3,199)	-	-
Total Costs and Modifications	-	49,686	13,488	1,826	-	-	65,000

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	49,686	13,488	1,826	-	-	65,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	49,686	13,488	1,826	-	-	65,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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***

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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	-	19,741	5,359	726	1,337		27,162 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	19,741	5,359	726	1,337	-	27,162
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	1,022	277	38	(1,337)		- CapValGen
<i>Total Modifications</i>	-	1,022	277	38	(1,337)	-	-
Total Costs and Modifications	-	20,763	5,636	763	-	-	27,162

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	20,763	5,636	763	-	-	27,162
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	20,763	5,636	763	-	-	27,162

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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**

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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	-	33,778	9,169	1,241	2,287		46,476 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	33,778	9,169	1,241	2,287	-	46,476
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	1,748	475	64	(2,287)		- CapValGen
<i>Total Modifications</i>	-	1,748	475	64	(2,287)	-	-
Total Costs and Modifications	-	35,527	9,644	1,306	-	-	46,476

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	35,527	9,644	1,306	-	-	46,476
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	35,527	9,644	1,306	-	-	46,476

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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**

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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	-	54,625	14,829	2,008	3,699		75,160 CapValAll
50.00% Direct Benefits	-	54,625	14,829	2,008	3,699		75,160 CapValAll
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	109,250	29,657	4,015	7,398	-	150,320
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	5,655	1,535	208	(7,398)		- CapValGen
<i>Total Modifications</i>	-	5,655	1,535	208	(7,398)	-	-
Total Costs and Modifications	-	114,905	31,192	4,223	-	-	150,320

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	114,905	31,192	4,223	-	-	150,320
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	114,905	31,192	4,223	-	-	150,320

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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	-	9,055	2,458	333	613		12,459 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	9,055	2,458	333	613	-	12,459
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	469	127	17	(613)		- CapValGen
<i>Total Modifications</i>	-	469	127	17	(613)	-	-
Total Costs and Modifications	-	9,524	2,585	350	-	-	12,459

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	9,524	2,585	350	-	-	12,459
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	9,524	2,585	350	-	-	12,459

RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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 advice 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

RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING 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	-	344,537	93,528	12,663	23,329		474,058 CapValAll
20.00% Direct Benefits	118,514	-	-	-	-		118,514 TableC
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	118,514	344,537	93,528	12,663	23,329	-	592,572
<i>Modifications</i>							
Transfer User Costs to Rating	(118,514)	86,134	23,382	3,166	5,832		- CapValAll
Non-Rateable	-	22,291	6,051	819	(29,162)		- CapValGen
<i>Total Modifications</i>	(118,514)	108,426	29,433	3,985	(23,329)	-	-
Total Costs and Modifications	-	452,963	122,961	16,648	-	-	592,572

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	452,963	122,961	16,648	-	-	592,572
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	452,963	122,961	16,648	-	-	592,572

5.1.0

Draft Corporate Plan
2003/04 Edition

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 (i.e. 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.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

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).

Key Changes

Committed Costs (Operating)

- **Long Term Council Community Plan (LTCCP)** \$25,000

Under Section 75 of the new Local Government Act (2002) (the Act) the Council is required to produce a Long Term Council Community Plan (LTCCP). The LTCCP will replace the Strategic Plan which would have been produced in 2004/05. Schedule 10 of the Act details the contents of the LTCCP. The LTCCP, which is designed to make local authorities more accountable, will include details of community outcomes and group of activities, assessment summaries of water and sanitary services and waste management plans, details of the Council controlled organisations, what steps the Council plans to take to foster Maori involvement in the decision making process, the Funding and Financial Policies of the Council, a Policy on Determining Significance under the Act, forecast financial statements, a statement concerning balancing of the budget, a Funding Impact Statement and significant forecasting assumptions. At this stage it is unclear as to the size and format of the document but provision does need to be made for the additional printing costs, design work, format changes, diagrams and photographs.

The LTCCP costs were not included in the 2002/03 projections. The Strategic Plan (now replaced by the LTCCP) would have been produced again in 2004/05 and a \$25,000 provision was included in the 2004/05 projections to cover this. This amount has now been moved forward from 2004/05 to 2003/04.

- **Bulk Mail Postage Costs** \$15,599

The Council's bulk mail postage rate will increase by nearly 38%. The Council has been advised that this increase will apply from September 2002. The impact of this price increase on the four instalment rate invoice mail outs has been assessed at an additional \$15,599.

Details of the bulk mail price increase requirements were not known until after the 2003 Annual Plan was adopted. This provision was not therefore reflected in the 2003/04 projections.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

- **Rates Assessment Notice**

\$5,334

Under Sections 44 and 45 of the new Local Government (Rating) Act 2002, the Council must deliver a rates assessment notice to all ratepayers. This assessment notice is in addition to the four rate invoices which ratepayers currently receive. The assessment notice will detail a ratepayer's rating liability. It will also include the legal description and location of the rating unit, the amount and description of each rate, the functions of the local authority that will be funded from each rate, information on the factors used to calculate each targeted rate (separate rates), a brief description of the rate remission policy, rate postponement policy and the criteria for rates relief under each policy, and the right of ratepayers to inspect the rating information database and rates records and object to any of the information included in the rating information database and rates records.

While the Rates Assessment Notice was known about just prior to the adoption of the 2003 Annual Plan, the financial impact was uncertain. This provision was not therefore included in the approved financial projections for 2003/04.

Contributions towards the \$10M Net Rates Savings Targets

- **Valuation Contract Savings***

(\$350,000)

The Financial Services Unit's 2003/04 contribution to the \$10M net rates saving target is a saving of \$350,000 on the Valuation Service Provider contract. The total contract savings were \$400,000 and \$50,000 was saved in 2002/03 and \$350,000 will be saved in 2003/04.

* The \$350,000 was accounted for in the 2003/04 Financial Projections which were adopted on 16 July 2003.

- **Operational Efficiency Savings**

(\$70,000)

In addition to the valuation contract savings noted above, operational efficiency savings have also been factored into the draft budget. This is an outcome of the Financial Services Review recommendations and will result in a \$70,000 reduction in 2003/04 and in subsequent years. These savings were not included in financial projections which were adopted on 16 July 2002 .

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

Restructuring of Budgets

- Customer Centre Costs**

The Civic Customer Centre has for some time now been part of the Customer Centre Network. One of the implications of a network approach is that at peak customer service times telephone calls are able to be spread across the network. This ensures an efficient use of existing resources but also means that the costs of sharing resources needs to be taken account of. To enable this to happen, the Customer Centre budgets have been restructured. While the cost centres remain unit based, the outputs they support (i.e. Telephone Services and Cashiering) have been moved from the Financial Services budget to the Operations Directorate budget. The recoveries from these two outputs are based on usage statistics. Those outputs within Financial Services which now receive customer service charges are Rates Administration, Debtors and Water Billing.

FROM

TO

Financial Services Unit			Operations Directorate		
Old Outputs	2002/03 \$	2003/04 \$	New Outputs	2002/03 \$	2003/04 \$
Telephone Services Cashiering	(61,141) (350,719)	} [Provided for in the Customer Centre budget – Operations	Telephone & Electronic Customer Service Information and Reception	61,141* 350,719*	} [Provided for in the Customer Centre budget – Operations
TOTAL	(\$411,860)		TOTAL	\$411,860	Directorate]

Included within the above Financial Services output costs are training, recruitment and customer satisfaction costs. These are now budgeted for on a network basis in the Network management cost centre.

* Net amount from Financial Services which is allocated across to the new outputs within the Operations Directorate.

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

- Network Telephone / and Cashiering Allocation**

In previous years telephone and cashiering costs were not allocated to service delivery outputs but were treated as ‘service delivery’ outputs in their own right. In October 2002 the Allocation Model was reviewed and updated. The outcome of this process was a complete revamp of costs. The revised Allocation Model allocates on the basis of the number of telephone calls or cash transactions generated by a particular activity. In the case of Financial Services these costs are now allocated to the activity they relate to. They do not now remain unallocated as in the past.

The impact of this allocation on the 2003/04 FSU budget has been to add the following costs to the Rates Administration Output, the Accounts Receivable Output and the Water Billing Output:

- Rates Administration (Telephone)	\$266,065
- Accounts Receivable (Cashiering)	\$24,806
- Water Billing (Cashiering)	\$2,585
- Rates Administration (Cashiering)	\$387,996

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

		2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT CLASS EXPENDITURE			
RATING SERVICES			
Valuation Information	Page 5.1.3	1,389,312	952,937
Rates Administration	Page 5.1.4	2,421,195	2,633,923
Water Billing	Page 5.1.5	355,137	312,875
PLANS			
Corporate Plan	Page 5.1.6	56,688	60,287
Annual Plan / LTCCP	Page 5.1.7	187,166	243,567
ADVICE			
Financial Advice	Page 5.1.8	251,148	254,069
ACCOUNTING SERVICES			
Payroll	Page 5.1.9	451,554	453,281
Accounts Payable	Page 5.1.10	589,592	598,182
Accounts Receivable	Page 5.1.11	498,046	525,070
Bank Reconciliation	Page 5.1.12	157,311	161,771
Taxation	Page 5.1.13	55,224	70,206
Asset Register	Page 5.1.14	123,445	127,110
Management Accounting	Page 5.1.15	362,282	373,738
FINANCIAL REPORTING			
Annual Report	Page 5.1.16	409,095	425,449
SYSTEMS SUPPORT			
Financial Systems Support	Page 5.1.17	554,091	569,995
TOTAL EXPENDITURE		7,861,286	7,762,459

5.1.2

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	OUTPUT SUMMARY

OUTPUT CLASS REVENUE & RECOVERIES		2002/2003 BUDGET \$	2003/2004 BUDGET \$
RATING SERVICES			
Valuation Information	Page 5.1.3	1,389,312	952,937
Rates Administration	Page 5.1.4	2,421,195	2,633,923
Water Billing	Page 5.1.5	355,137	312,875
PLANS			
Corporate Plan	Page 5.1.6	56,688	60,287
Annual Plan / LTCCP	Page 5.1.7	187,166	243,567
ADVICE			
Financial Advice	Page 5.1.8	251,148	254,069
ACCOUNTING SERVICES			
Payroll	Page 5.1.9	451,554	453,281
Accounts Payable	Page 5.1.10	589,592	598,182
Accounts Receivable	Page 5.1.11	498,046	525,070
Bank Reconciliation	Page 5.1.12	157,311	161,771
Taxation	Page 5.1.13	55,224	70,206
Asset Register	Page 5.1.14	123,445	127,110
Management Accounting	Page 5.1.15	362,282	373,738
FINANCIAL REPORTING			
Annual Report	Page 5.1.16	409,095	425,449
SYSTEMS SUPPORT			
Financial Systems Support	Page 5.1.17	554,091	569,995
TOTAL REVENUE		<u>7,861,286</u>	<u>7,762,459</u>
NET COST OF OUTPUTS		0	0
COST OF CAPITAL EMPLOYED		512	678
CAPITAL OUTPUTS		17,000	25,000

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 2003/04	Performance Indicators
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.	• 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. (New measure introduced for 2002/03.)
2. Monitor the changes to the Person and Property Module, made by the Geodata Services Team, as they affect the Rating Module.	• 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. (New measure introduced for 2002/03.)
3. Monitor the performance of the Council's valuation service provider(s).	• Ensure that all building consents and subdivisions are actioned within the periods specified in the contract(s). (New measure introduced for 2002/03.)

5.1.3

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	RATING SERVICES

OUTPUT : VALUATION INFORMATION			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Valuation Fees - Valuation Roll Maintenance			1,125,204	707,138
Programming Costs			13,000	0
TOTAL DIRECT COSTS			1,138,204	707,138
ALLOCATED COSTS				
Allocated Holding Account	(8.18)%	8.04%	251,108	245,799
TOTAL ALLOCATED COSTS			251,108	245,799
TOTAL COSTS			1,389,312	952,937
REVENUE				
Internal Recoveries				
Transfer to Rates Administration			1,110,021	770,430
Transfer to Water Billing			109,782	76,196
			1,219,804	846,626
External Revenue - CRC Share of Valuation Fees			169,508	106,311
TOTAL REVENUE			1,389,312	952,937
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 Environment Canterbury.

Objectives for 2003/04	Performance Indicators
1. Maintain an efficient rates information and collection system.	• Ensure the gross cost per rates assessment is less than \$19.08 per assessment (based on 139,098 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; 2001/02: Cost per assessment \$16.62.)
2. Collect 96.5% of the rates levied within the year.	• Rate arrears as a % of levied figure no more than 3.5%. (2001/02: 2.98%.)
3. Increase the number of ratepayers using direct debiting as a method of payment.	• Increase the number of ratepayers using direct debiting by 30 June 2004 to 34,000. (1996/97: 21,532; 1997/98: 24,015; 1998/99: 25,529; 1999/00: 30,543; 2001/02: 31,081.)

5.1.4

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	RATING SERVICES

OUTPUT : RATES ADMINISTRATION			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Postage, Stationery etc			301,100	312,133
ALLOCATED COSTS				
Corporate Services - Document Distribution (Mail)			0	0
Allocated Ovehead - Bank Fees			90,484	90,484
Allocated Overhead - Customer Centres			117,100	654,061
Alloc O/head - FAMIS			163,648	170,218
Alloc O/head - Core Person & Property Data			87,480	89,216
Allocated Overhead - Mail			27,579	29,637
Alloc O/head - Financial Systems Support			49,092	50,502
Allocated Holding Account	(15.46)%	15.28%	474,691	467,243
Transfer from Valuation Information			1,110,021	770,430
TOTAL ALLOCATED COSTS			2,120,095	2,321,790
TOTAL COSTS			2,421,195	2,633,923
REVENUE				
External Revenue			455,200	508,256
Corporate Overhead Recoveries			1,220,780	1,327,757
Corporate Financing Recoveries			745,215	797,910
TOTAL REVENUE			2,421,195	2,633,923
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 2003/04	Performance Indicators
1. Maintain the GEMS Water Billing Module to produce accurate and timely invoices and information.	• 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. Monitor the changes to the Person & Property Module, made by the Geodata Services Team, as they affect the Water Billing module.	• 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. Collect all outstanding accounts within a reasonable period without recourse to 'rate' collection powers.	• 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.)

5.1.5

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	RATING SERVICES

OUTPUT : WATER BILLING			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Administration Costs			19,300	5,704
TOTAL DIRECT COSTS			19,300	5,704
ALLOCATED COSTS				
Allocated Holding Account	(3.44)%	3.40%	105,745	104,079
Allocated Ovehead - Bank Fees			2,311	2,311
Alloc O/head - Customer Network Telephone & Counter Overhead Project			0	2,585
Alloc O/head - Fsu Mailroom - Overhead Project			3,677	3,952
Alloc O/head - FAMIS			66,482	69,151
Alloc O/head - Core Person & Property Data			35,539	36,244
Alloc O/head - Valuation Information			109,782	76,196
Alloc O/head - Financial Systems Support			12,301	12,654
TOTAL ALLOCATED COSTS			335,837	307,171
TOTAL COSTS			355,137	312,875
REVENUE				
Internal Recoveries			355,137	312,875
Corporate Expenses				
TOTAL REVENUE			355,137	312,875
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.

Objectives for 2003/04	Performance Indicators
1. Publish the Corporate Plan as per approved timetable.	• Have the final version of the Corporate Plan available in electronic form no later than the release date as specified in the approved Annual Plan timetable for 2002/03. (2001/02: Target met.) • Have the draft Corporate Plan available in electronic format no later than the release date as specified in the approved Annual Plan timetable for 2003/04. (2001/02: Target met.)

5.1.6

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	PLANS

OUTPUT : CORPORATE PLAN			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Publication Costs			13,500	16,000
ALLOCATED COSTS				
Allocated Holding Account	(1.41)%	1.45%	43,188	44,287
TOTAL COSTS			56,688	60,287
REVENUE				
Public Accountability			24,943	26,526
Transfer to Corporate Overhead			31,745	33,761
NET COST CORPORATE PLAN			0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	PLANS

OUTPUT : ANNUAL PLAN / LONG TERM COUNCIL COMMUNITY PLAN (LTCCP)

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.

Objectives for 2003/04	Performance Indicators
1. Complete all Annual Planning procedures within the approved timetable.	- 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. 2001/02: Approved timetable met). - 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; 1998/99: Target met; 1999/00: Target met; 2000/01: Target met; 2001/02: Target met.)

5.1.7

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	PLANS

OUTPUT : ANNUAL PLAN / LONG TERM COUNCIL COMMUNITY PLAN (LTCCP)				2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS					
Production Publications - Annual Plan				65,500	75,725
Production Publications - LTCCP				0	25,000
Audit Fees				0	18,000
ALLOCATED COSTS					
Allocated Holding Account	(3.96)%	4.08%		121,666	124,842
TOTAL COSTS				187,166	243,567
REVENUE					
Public Accountability				187,166	243,567
TOTAL REVENUE				187,166	243,567
NET COST - ANNUAL PLAN / LONG TERM COUNCIL COMMUNIT				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 2003/04	Performance Indicators
1. Prepare comprehensive Guidance Notes for the 2004/05 Annual Plan process.	• To have the 2004/05 CCC Financial Plan Guidance Notes available for distribution no later than 30 September 2003. (1999/00: Available 23 September 1999; 2000/01: Available 21 September 2000; 2001/02: Available 26 September 2001.)
2. Ensure that staff are aware of the planning requirements.	• Run at least two courses in September 2003 on the 2004/05 planning requirements and brief the Management Group. (2001/02: 26 September 2001 – Management Group briefing. Training sessions held on 27 and 29 September 2001.)
3. Prepare financial reports for the Council.	• Prepare 6 monthly reports and any other financial reports as required. (1997/98: Achieved; 1998/99: Achieved; 1999/00: Achieved; 2000/01: Achieved.)

5.1.8

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ADVICE

OUTPUT : FINANCIAL ADVICE				2002/2003 BUDGET \$	2003/2004 BUDGET \$
ALLOCATED COSTS					
Allocated Holding Account	(8.18)%	8.31%		251,148	254,069
REVENUE					
Internal Revenue				0	0
Corporate Overhead Recovery				251,148	254,069
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.

Objectives for 2003/04	Performance Indicators
1. The cost to pay each employee be less than in 2001/02. [The SAP Payroll system went live in September 2002. It provides better and more timely management and cost information to units.]	• That the cost to pay each permanent full-time and part-time and casual employee be no greater than \$177.16 for the year. (1996/97: \$177.55; 1997/98: \$176.39; 1998/99: \$189.97; 1999/00: \$173.56; 2000/01: \$236.43; 2001/02: \$195.00.) * (* = Based on permanent and part time employees, but not casual employees.) 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.

5.1.9

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

OUTPUT : PAYROLL		2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS			
Administration Costs		18,421	23,561
TOTAL DIRECT COSTS		18,421	23,561
ALLOCATED COSTS			
Alloc O/head - FAMIS		109,098	113,478
Allocated Holding Account	(10.55)% 10.34%	324,034	316,241
TOTAL ALLOCATED COSTS		433,133	429,720
TOTAL COSTS		451,554	453,281
REVENUE			
External Revenue		2,500	1,500
Internal Recoveries		0	0
Corporate Overhead Recovery		449,054	451,781
TOTAL REVENUE		451,554	453,281
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.

Objectives for 2003/04	Performance Indicators
1. That the cost to pay each external invoice code be minimised.	• That the cost to process and pay each external invoice be no greater than \$6.42. (1996/97: \$3.08; 1997/98: \$3.30; 1998/99: \$3.51; 1999/00: \$3.98; 2000/01: \$5.52; 2001/02: \$3.55.) (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.)

5.1.10

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

OUTPUT : ACCOUNTS PAYABLE		2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS			
Administration Costs		26,200	41,100
TOTAL DIRECT COSTS		26,200	41,100
ALLOCATED COSTS			
Allocated Overhead Cashiers & Mailroom		26,586	27,958
Allocated Overhead Financial Systems Support		100,512	103,397
Allocated Holding Account	(14.21)% 13.92%	436,294	425,727
TOTAL ALLOCATED COSTS		563,392	557,082
TOTAL COSTS		589,592	598,182
REVENUE			
External Revenue		0	0
Internal Recoveries		0	0
Corporate Overhead Recovery		589,592	598,182
TOTAL REVENUE		589,592	598,182
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.

Objectives for 2003/04	Performance Indicators
1. To continue to collect debts promptly and minimise the necessity of write-off of bad debts.	• Collect (by value) Council invoiced debts on the following basis: - By the end of the month following invoicing: 85% (1996/97: 78%; 1997/98: 75%; 1998/99: 79%; 1999/00: 98%; 2000/01: 90%; 2001/02: 92%.) - Within two months of invoicing: 90% (1998/99: 93%; 1999/00: 85%; 2000/01: 90%; 2001/02: 84%.) - Within three months of invoicing: 95% (1996/97: 96%; 1997/98: 95%; 1998/99: 96%; 1999/00: 95%; 2000/01: 95%; 2001/02: 97%.) - Outstanding over 12 months no more than \$900,000. (1996/97: \$348,909; 1997/98: \$444,889; 1998/99: \$684,911; 1999/00: \$678,514; 2000/01: \$1,252,674; 2001/02: \$1,418,363.)

5.1.11

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

			2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : ACCOUNTS RECEIVABLE				
DIRECT COSTS				
Postage, Stationery etc			59,000	63,579
ALLOCATED COSTS				
Allocated Overhead - Bank Fees & Mailroom			49,501	50,873
Alloc O/head - Customer Network Telephone & Counter Overhead Project			0	24,806
Alloc O/head - Financial Systems Support			78,349	80,597
Allocated Holding Account	(10.13)%	9.98%	311,197	305,215
			-----	-----
			498,046	525,070
REVENUE				
Internal Recoveries			246,452	205,368
External Revenue			0	0
Corporate Overhead Recovery			251,594	319,702
			-----	-----
TOTAL REVENUE			498,046	525,070
			-----	-----
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.

Objectives for 2003/04	Performance Indicators
1. Reconcile the bank accounts to the ledgers each month.	• 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; 2001/02: Achieved.)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

OUPUT : BANK RECONCILIATION			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
TOTAL DIRECT COSTS			0	0
ALLOCATED COSTS				
Alloc O/head - Financial Systems Support			12,301	12,654
Alloc O/head - FAMIS			20,456	21,277
Allocated Holding Account	(4.06)%	4.18%	124,554	127,840
TOTAL ALLOCATED COSTS			157,311	161,771
TOTAL COSTS			157,311	161,771
REVENUE				
External Revenue				0
Internal Recoveries			0	0
Corporate Overhead Recovery			157,311	161,771
TOTAL REVENUE			157,311	161,771
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.

Objectives for 2003/04	Performance Indicators
1. To ensure that all taxation and ACC Levies obligations of the Council are properly discharged at minimal levels.	• 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; 2001/02: Achieved – no penalties incurred.)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

OUTPUT : TAXATION			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Administration Costs			22,740	36,740
ALLOCATED COSTS				
Allocated Holding Account	(1.06)%	1.09%	32,484	33,466
TOTAL COSTS			55,224	70,206
REVENUE				
Internal Recoveries (Service Level Agreements)			0	0
Corporate Overhead Recovery			55,224	70,206
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 2003/04	Performance Indicators
1. To ensure the Fixed Asset Register is maintained accurately and regularly in accordance with generally accepted accounting practice.	• Ensure the Fixed Asset 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; 2001/02: Achieved.)
2. To ensure infrastructural assets are recorded in total according to generally accepted accounting practice.	• Ensure the Fixed Asset 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; 2001/02: Achieved.)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

OUTPUT : ASSET REGISTER			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
TOTAL DIRECT COSTS			0	0
ALLOCATED COSTS				
Allocated Overhead Financial Systems Support			43,108	44,346
Allocated Holding Account	(2.62)%	2.71%	80,336	82,764
TOTAL ALLOCATED COSTS			123,445	127,110
TOTAL COSTS			123,445	127,110
REVENUE				
Internal Recoveries (Service Level Agreements)			0	0
Corporate Overhead Recovery			123,445	127,110
NET COST ASSETS REGISTER			0	0

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

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 2003/04	Performance Indicators
1. Produce monthly financial reports for Unit Managers.	• 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. 2001/02: Achieved.)
2. Produce management accounts for Unit Managers.	• Produce 6 monthly management accounts for Unit Managers to report on to Standing Committees. (New measure in 2002/03.)
3. Complete all work on the Management Budgets as per the Annual Plan timetable.	• Ensure that the Management Budgets are available for loading into the Ledger by 1 August 2003. (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. 2001/02: Achieved.)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

OUTPUT : MANAGEMENT ACCOUNTING			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Publication Costs			3,250	4,300
ALLOCATED COSTS				
Allocated Holding Account	(4.18)%	4.32%	128,309	132,092
Allocated O/Head Financial Systems Support			230,724	237,346
TOTAL COSTS			362,282	373,738
REVENUE				
Internal Recoveries			0	0
External Recoveries			0	0
Corporate Overhead Recovery			362,282	373,738
NET COST MANAGEMENT ACCOUNTING			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 2003/04	Performance Indicators
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.	• Prepare for audit before 30 September 2003, 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; 2001/02: Achieved.) • 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; 2001/02: Achieved.) • 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; 2001/02: Achieved.)
2. Complete financial statistics and other financial related data.	• Complete financial statistics (for Statistics New Zealand) by due dates. (2000/01: Achieved; 2001/02: Achieved.)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	FINANCIAL REPORTING

OUTPUT : ANNUAL REPORT			2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS				
Valuation Fees - Fixed Assets			0	0
Valuation Fees - Infrastructural Assets			45,000	45,000
Publication of Annual Report			20,000	20,000
Audit Fees			163,450	175,000
TOTAL DIRECT COSTS			228,450	240,000
ALLOCATED COSTS				
Allocated Holding Account	(4.98)%	5.13%	152,940	156,949
Allocated Overhead Financial Systems			27,705	28,500
TOTAL ALLOCATED COSTS			180,645	185,449
TOTAL COSTS			409,095	425,449
REVENUE				
External Revenue			48,000	40,000
Internal Recoveries			361,095	385,449
TOTAL REVENUE			409,095	425,449
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.

Objectives for 2003/04	Performance Indicators
1. Maintain a reconciled financial database.	• Reconciliation of the database every working day. (1996/97: Achieved; 1997/98: Achieved; 1998/99: Achieved; 1999/00: Achieved; 2000/01: Achieved; 2001/02: Achieved.)

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	SYSTEMS SUPPORT

OUTPUT : FINANCIAL SYSTEMS SUPPORT			2002/2003 BUDGET \$	2003/2004 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	(7.59)%	7.76%	233,162	237,386
Alloc O/Head - Core Business Solutions			290,929	302,609
TOTAL ALLOCATED COSTS			524,091	539,995
TOTAL COSTS			554,091	569,995
REVENUE				
Internal Recoveries			0	0
Internal Overhead Recoveries			554,091	569,995
TOTAL REVENUE			554,091	569,995
NET COST FINANCIAL SYSTEMS SUPPORT			0	0

5.1.18

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	CAPITAL OUTPUTS

		2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
RENEWALS & REPLACEMENTS						
Equipment & Office Furniture		25,000	25,000	25,000	25,000	25,000
TOTAL RENEWAL & REPLACEMENTS		25,000	25,000	25,000	25,000	25,000
ASSET IMPROVEMENTS						
TOTAL ASSET IMPROVEMENTS		0	0	0	0	0
TOTAL		25,000	25,000	25,000	25,000	25,000
Annual Plan 2002/2003	\$17,000	\$26,000	\$28,000	\$31,000	\$26,000	\$28,000
		YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
RENEWALS & REPLACEMENTS		25,000	25,000	25,000	25,000	25,000
		25,000	25,000	25,000	25,000	25,000
Annual Plan 2002/2003		\$28,000	\$28,000	\$28,000	\$28,000	

5.1.19

MONITORING COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		FINANCIAL SERVICES				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2002/2003 Present Charge	2002/2003 Revenue from Present Charge	2003/2004 Proposed Charge	2003/2004 Projected Revenue From Proposed Charge	2003/2004 Projected Revenue as a percentage of Total Cost	Notes
Valuation Roll Charge	\$6 per Printed Assesment	\$200	\$6 per Printed Assesment	\$0	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	\$508,256	FCR	2
Commission on Insurance Deductions	2.50%	\$1,000	2.50%	\$1,500		
Payroll Service Charge (Other than Council Staff)	\$2 per person per week	\$1,500	\$2 per person per week	\$0		
Accounting Services provided to CCC LATES		\$48,000		\$40,000		
TOTAL		----- \$505,700 =====		----- \$549,756 =====		
(1) Prepared on a marginal cost basis. (2) FCR = Full Cost Recovery						

6.2.0

Draft Corporate Plan
2003/04 Edition

*CORPORATE
SERVICES*

6.2.i

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objectives

- (a) Optimise corporate effectiveness in the delivery of a range of customer focussed internal services. Some of these services may also be delivered on a cost recovery basis to our LATEs and Council Funded organisations. These are outlined in more detail under the Internal Support Services Output.
- (b) To provide policy advice and manage the Council's Energy Efficiency Show Home and the Energy Advisory Service.

Key Changes***Contributions towards the \$10M Net Rates Savings Targets***

- Following the Computer Disposal Process Review (August 2002), the PC Installation and Disposals Officer position has been disestablished. (\$81,760)
- Plant and Vehicle monthly hire charges have been reduced for 2003/04. (\$166,000)
- Implementation of the recommendations of the Mail Room review. (\$200,000)

Restructuring of Budgets

From December 2002 the Corporate Services Unit takes over responsibility for the Civic Offices as head tenant/facility manager.

FROM**TO**

From Property Unit			To Corporate Services Unit		
	2002/03 \$	2003/04 \$		2002/03 \$	2003/04 \$
Civic Office rental, electricity, coal supply and maintenance.	0	(\$3,046,610)	Following the Property Review, Corporate Services will take the position of head tenant/facilities manager of Civic Offices.	0	\$3,046,610
TOTAL	\$0	(\$3,046,610)	TOTAL	\$0	\$3,046,610

6.2.1

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	OUTPUT SUMMARY

OUTPUT EXPENDITURE		2002/2003 BUDGET \$	2003/2004 BUDGET \$
INTERNAL SUPPORT SERVICES			
Internal Support Services	Page 6.2.2	6,935,267	9,324,534
Document Management	Page 6.2.5	648,537	483,544
Plant Hire Services	Page 6.2.6	2,539,925	2,142,051
ENERGY PROGRAMMES			
Clean Air and Energy Efficiency Programmes	Page 6.2.7	22,000	20,000
Energy Advisory Service	Page 6.2.8	55,505	67,467
TOTAL EXPENDITURE		10,201,233	12,037,596
OUTPUT REVENUE & RECOVERIES			
INTERNAL SUPPORT SERVICES			
Internal Support Services	Page 6.2.2	6,935,267	9,324,534
Document Management	Page 6.2.5	523,537	358,544
Plant Hire Services	Page 6.2.6	2,752,600	2,385,608
ENERGY PROGRAMMES			
Clean Air Project & Energy Efficiency	Page 6.2.7	0	0
Energy Advisory Service	Page 6.2.8	0	12,090
TOTAL REVENUE & RECOVERIES		10,211,404	12,080,776
TOTAL NET COST		(10,171)	(43,180)
COST OF CAPITAL EMPLOYED		227,189	254,875
PLANT PURCHASES (NET)		1,148,864	1,647,040
MISCELLANEOUS FIXED ASSETS		21,500	30,000

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 and services, copier, printer and imaging provision and management, management of security contracts, Committee and meeting room management, catering, building evacuation planning, energy management and the Facilities Management of the Civic Offices.

Objectives for 2003/04	Performance Indicators
1. Conduct surveys to monitor and provide feedback on the standards of services being provided to Council units.	• Report annually on the outcomes of customer surveys and the development of user groups.
2. Report on the major contracts entered into by the Procurement Team during 2003/04.	• Report to the Annual Monitoring Meeting of Strategy and Finance Committee on the major contracts entered into during the year by the Procurement Team.
3. Implement initiatives and cost saving measures of the Council's Energy Management programme for 2002/03.	• Report to the Annual Monitoring Meeting of Strategy and Finance 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	2002/2003 BUDGET \$	2003/2004 BUDGET \$
COSTS		
- Corporate Support	80,068	73,254
- Facilities Management		
Civic Offices Rentals	0	3,046,855
Cleaning Services	309,820	343,348
Tenants' Representative	13,346	3,721
Tea Nook Servicing	146,312	172,534
- Procurement		
Procurement - Purchasing Policy & Strategy	47,206	27,790
Procurement - Contracts & Purchasing Support	306,926	393,757
Procurement - Purchasing Systems Support	514,620	514,069
- Stock Management	2,908,624	2,316,669
- Storage	21,201	39,977
- Disposals	70,912	79,852
- Pc Installation & Disposals	81,760	0
- Copying And Printing Services	1,174,404	1,346,605
- Fundraising Coordination	11,712	5,548
- Security	39,645	110,159
- Secretarial Services	223,512	188,540
- Meeting Room And Catering	421,793	319,447
- Building Evacuation Services	46,781	46,039
- Corporate Energy Management And Advice	118,380	111,768
- Energy Advice	0	0
- Mail Room	398,244	184,602
TOTAL COSTS	6,935,267	9,324,534

6.2.3

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : INTERNAL SUPPORT SERVICES	2002/2003 BUDGET \$	2003/2004 BUDGET \$
REVENUE		
- Corporate Support	0	0
- Facilities Management		
Civic Offices Rentals	0	3,046,855
Cleaning Services	309,820	343,348
Tenants' Representative	13,346	3,721
Tea Nook Servicing	146,312	172,534
- Procurement		
Procurement - Purchasing Policy & Strategy	0	0
Procurement - Contracts & Purchasing Support	142,800	135,500
Procurement - Purchasing Systems Support	0	0
- Stock Management	2,908,624	2,316,669
- Storage	21,201	39,977
- Disposals	1,000	0
- Pc Installation & Disposals	81,760	0
- Copying And Printing Services	1,174,404	1,346,605
- Fundraising Coordination	0	0
- Security	0	0
- Secretarial Services	223,512	188,540
- Meeting Room And Catering	415,543	311,872
- Building Evacuation Services	46,781	46,039
- Corporate Energy Management And Advice	118,380	111,768
- Energy Advice	0	0
- Mail Room	398,244	184,602
	-----	-----
TOTAL REVENUE	6,001,729	8,248,029

6.2.4

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : INTERNAL SUPPORT SERVICES	2002/2003 BUDGET \$	2003/2004 BUDGET \$
CORPORATE OVERHEAD RECOVERY		
Corporate Support	80,068	73,254
Procurement - Purchasing Policy & Strategy	47,206	27,790
Procurement - Contracts & Purchasing Support	164,126	258,257
Procurement - Purchasing Systems Support	514,620	514,069
Disposals	69,912	79,852
Fundraising Coordination	11,712	5,548
Security	39,645	110,159
Meeting Room And Catering - Data Show Projectors In Meeting Rooms	6,250	7,575
Building Evacuation Services	0	0
- Corporate Energy Management And Advice	0	0
Energy Advice	0	0
	-----	-----
TOTAL CORPORATE OVERHEAD RECOVERY	933,538	1,076,504
	-----	-----
NET COST INTERNAL SUPPORT SERVICES	0	0
	=====	=====

6.2.5

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : DOCUMENT MANAGEMENT				2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS					
Operating Costs				453,514	398,521
TOTAL DIRECT COSTS				453,514	398,521
ALLOCATED COSTS					
Allocated O/Head - Rent				0	10,000
Alloc O/Head - Document Management Cost Centre	(0.00)%	4.71%		0	75,023
Alloc O/Head - Unit Suspense	(10.52)%	0.00%		195,023	0
Depreciation				0	0
TOTAL COST				648,537	483,544
REVENUE					
Internal Recoveries				353,906	240,000
Corporate Overhead Recoveries				169,631	118,544
TOTAL REVENUE				523,537	358,544
NET COST DOCUMENT MANAGEMENT				125,000	125,000

6.2.6

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : PLANT HIRE SERVICES		
DIRECT COSTS		
Operating Costs	1,476,673	975,372
	-----	-----
TOTAL DIRECT COSTS	1,476,673	975,372
ALLOCATED COSTS		
Unit Overhead	143,252	156,997
Corporate Services - Overhead Project	0	59,681
Debt Servicing	0	0
Depreciation	950,000	950,000
Gain on Disposal	(30,000)	0
	-----	-----
TOTAL ALLOCATED COSTS	1,063,252	1,166,679
	-----	-----
TOTAL COSTS	2,539,925	2,142,051
REVENUE		
External Revenue	0	0
Internal Hire & Sundry Recoveries	2,752,600	2,385,608
	-----	-----
	2,752,600	2,385,608
	-----	-----
NET COST - PLANT HIRE SERVICES	(212,676)	(243,557)
	=====	=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

OUTPUTS : CLEAN AIR AND ENERGY EFFICIENCY PROGRAMME
ENERGY ADVISORY SERVICE

Description

- **Energy Advisory Service** - The provision of independent energy advice services to householders and the operation of the Christchurch energy efficiency show home.

Objectives for 2003/04	Performance Indicators
1. To contribute to the improved energy efficiency of Christchurch houses and the reduction of winter air pollution by maintaining an energy efficiency show home and by providing energy advice services to the people of Christchurch.	• Report to Strategy and Finance 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

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : CLEAN AIR AND ENERGY EFFICIENCY PROGRAMME		
DIRECT COSTS		
Energy Efficiency Grants	0	0
Clean Air Grants	0	0
Wind Energy Subsidy	22,000	20,000
	-----	-----
TOTAL DIRECT COSTS	22,000	20,000
ALLOCATED COSTS		
Management Suspense Holding A/C	0	0
Alloc O/Head - Output Corporate Overheads Cost Centre	0	0
	-----	-----
TOTAL COST	22,000	20,000
EXTERNAL RECOVERIES		
EECA Revenue	0	0
	-----	-----
NET COST CLEAN AIR AND ENERGY EFFICIENCY PROGRAMM	22,000	20,000
	=====	=====

6.2.text.8

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

OUTPUT : ENERGY ADVISORY SERVICE

For text see page 6.2.text.7.

6.2.8

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : ENERGY ADVISORY SERVICE		
DIRECT COSTS		
Staff Costs		
Employee FTE'S		
Administration Costs	0	335
Energy Advice Service	0	0
	-----	-----
TOTAL DIRECT COSTS	0	335
ALLOCATED COSTS		
Allocated O/Head - Rent	15,392	14,400
Management Suspense Holding A/C (2.10)% 3.18%	38,908	50,751
Corporate Services - Overhead Project	0	0
Alloc O/Head - Output Corporate Overheads Cost Centre	1,205	1,981
	-----	-----
TOTAL COST	55,505	67,467
EXTERNAL RECOVERIES		
Sponsorship (EECA)	0	12,090
	-----	-----
NET COST ENERGY ADVISORY SERVICE	55,505	55,377
	=====	=====

6.2.9

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	CAPITAL OUTPUTS

	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
RENEWALS & REPLACEMENTS					
Light Vehicles	1,971,000	1,971,000	1,971,000	1,971,000	1,971,000
Trucks & Trailers	33,000	139,000	41,000	37,000	51,000
Small Plant	47,090	50,800	37,290	46,000	45,000
Medium Plant	18,400	128,900	6,780	41,400	47,000
Heavy Plant	68,000	120,000	68,000	155,000	101,000
Specialist Plant	70,000	70,000	70,000	65,000	68,000
	<u>2,207,490</u>	<u>2,479,700</u>	<u>2,194,070</u>	<u>2,315,400</u>	<u>2,283,000</u>
Plant Hire					
Miscellaneous Workshop Equipment	0	0	0		
Office Furniture & Equipment	30,000	34,500	34,500	34,500	34,500
TOTAL RENEWALS & REPLACEMENTS	<u>\$2,237,490</u>	<u>\$2,514,200</u>	<u>\$2,228,570</u>	<u>\$2,349,900</u>	<u>\$2,317,500</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					
Microphone System (Committee Room 2)					
TOTAL NEW ASSET	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL CAPITAL EXPENDITURE	<u>\$2,237,490</u>	<u>\$2,514,200</u>	<u>\$2,228,570</u>	<u>\$2,349,900</u>	<u>\$2,317,500</u>
SALE OF ASSETS	<u>(\$560,449)</u>	<u>(\$582,670)</u>	<u>(\$1,361,707)</u>	<u>(\$1,373,840)</u>	<u>(\$1,370,600)</u>
TOTAL CAPITAL EXPENDITURE	<u>\$1,677,040</u>	<u>\$1,931,530</u>	<u>\$866,863</u>	<u>\$976,060</u>	<u>\$946,900</u>
Annual Plan 2002/2003	\$1,170,364	\$950,536	\$1,129,636	\$1,030,901	\$1,072,652
				\$1,038,175	

6.2.10

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	1,084,777	1,084,777	1,084,777	1,084,777	1,084,777
Renewals & Replacements - Plant Hire	1,413,642	1,283,768	1,495,202	1,326,413	1,379,756
ASSET IMPROVEMENTS	0	0	0	0	
	<u>\$2,498,419</u>	<u>\$2,368,545</u>	<u>\$2,579,979</u>	<u>\$2,411,190</u>	<u>\$2,464,533</u>
Sale of Plant	(\$1,416,009)	(\$1,377,393)	(\$1,396,303)	(\$1,382,404)	(\$1,367,029)
	<u>\$1,082,410</u>	<u>\$991,152</u>	<u>\$1,183,675</u>	<u>\$1,028,786</u>	<u>\$1,097,504</u>
Annual Plan 2002/2003	1,156,662	1,065,404	1,257,927	1,103,038	

6.2.11

RESPONSIBLE COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		CORPORATE SERVICES				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2002/2003 Present Charge	2002/2003 Revenue from Present Charge	2003/2004 Proposed Charge	2003/2004 Projected Revenue From Proposed Charge	2003/2004 Projected Revenue as a percentage of Total Cost	Notes
Storage Rental						
Storage Rental per m2	\$0.25	\$1,000	\$0.25	\$1,000		
Stock Management Recoveries		\$575,000		\$850,000		
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	\$4,500	\$20.00	\$500		
Over 100 A4 Sides	\$30.00		\$30.00			
Other Documents for Sale of Goods	None		None			
Brokerage Fees & Rebates	Various	\$258,480		\$247,968		
EECA Grant		\$0		\$12,090		
Plant Hire Services						
Warranty/Repairs	Full Cost Recovery					
Misc receipts	Full Cost					
Petrol Duty Refund	Recovery					
Other Income	% of costs incurred	\$0				
TOTAL		\$842,980		\$1,115,559		

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT: DOCUMENT MANAGEMENT

Description The management of Council's paper and electronic documents through the use of new technology and business processes.

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	483,544	-	-	-	-		483,544 TableC
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	483,544	-	-	-	-	-	483,544
<i>Modifications</i>							
Transfer User Costs to Rating	(125,000)	90,848	24,662	3,339	6,152		- CapValAll
Non-Rateable	-	4,702	1,276	173	(6,152)		- CapValGen
<i>Total Modifications</i>	(125,000)	95,550	25,938	3,512	-	-	-
Total Costs and Modifications	358,544	95,550	25,938	3,512	-	-	483,544

Funded By

74.15% User Charges	358,544						358,544
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
25.85% Capital Value Rating	-	95,550	25,938	3,512	-	-	125,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	358,544	95,550	25,938	3,512	-	-	483,544

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	2,142,051	-	-	-	-		2,142,051 TableC
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	2,142,051	-	-	-	-	-	2,142,051
<i>Modifications</i>							
Transfer User Costs to Rating	243,557	(177,013)	(48,052)	(6,506)	(11,986)		- CapValAll
Non-Rateable	-	(9,162)	(2,487)	(337)	11,986		- CapValGen
<i>Total Modifications</i>	243,557	(186,175)	(50,539)	(6,843)	-	-	-
Total Costs and Modifications	2,385,608	(186,175)	(50,539)	(6,843)	-	-	2,142,051

Funded By

111.37% User Charges	2,385,608						2,385,608
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
-11.37% Capital Value Rating	-	(186,175)	(50,539)	(6,843)	-	-	(243,557)
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	2,385,608	(186,175)	(50,539)	(6,843)	-	-	2,142,051

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	-	14,536	3,946	534	984		20,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	14,536	3,946	534	984	-	20,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	752	204	28	(984)		- CapValGen
<i>Total Modifications</i>	-	752	204	28	(984)	-	-
Total Costs and Modifications	-	15,288	4,150	562	-	-	20,000

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	15,288	4,150	562	-	-	20,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	15,288	4,150	562	-	-	20,000

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	-	49,034	13,311	1,802	3,320		67,467 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	49,034	13,311	1,802	3,320	-	67,467
<i>Modifications</i>							
Transfer User Costs to Rating	12,090	(8,787)	(2,385)	(323)	(595)		- CapValAll
Non-Rateable	-	2,083	565	77	(2,725)		- CapValGen
<i>Total Modifications</i>	12,090	(6,704)	(1,820)	(246)	(3,320)	-	-
Total Costs and Modifications	12,090	42,330	11,491	1,556	-	-	67,467

Funded By

17.92% User Charges	12,090						12,090
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
82.08% Capital Value Rating	-	42,330	11,491	1,556	-	-	55,377
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	12,090	42,330	11,491	1,556	-	-	67,467

7.4.0

Draft Corporate Plan
2003/04 Edition

***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 there is a slight increase in MIS's costs of 0.2% (\$12,800).

Committed Costs (Operating)

- Increased depreciation charges. \$62,000

Increased Costs due to Increased Demand

- Depreciation on additional storage and servers. \$37,900

Fee Changes

	2002/03	2003/04
Standard Support	\$1,050	\$942
Laptop Support		\$1,361
Specialised Support	\$1,947	\$1,693
Microsoft Software	\$400	\$300
Network Connection	\$932	\$867
Email/File/Print	\$677	\$680

Contributions towards the \$10M Net Rates Savings Targets

- There are projected savings over the next two years compared to the long term operating budget (\$72,600 in 2003/04, and \$77,400 in 2004/05). (\$150,000)
- The 2003/04 draft budget for the Management Information Services Unit is \$364,005 less than the approved net direct cost projections. This represents the Unit contribution towards the \$10M net rates savings target which was established by the Council on 16 July 2002. (\$291,405)

7.4.0

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

For summary figures see page 7.4.1

7.4.1

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	OUTPUT SUMMARY

OUTPUT CLASS EXPENDITURE		2002/2003 BUDGET \$	2003/2004 BUDGET \$
BUSINESS SUPPORT			
DESKTOP SERVICES			
Desktop Support	Page 7.4.3	1,189,119	1,148,213
Software Licensing	Page 7.4.4	370,000	390,800
NETWORK SERVICES			
Network Connection	Page 7.4.5	1,055,946	1,019,454
File/Print/E-Mail Services	Page 7.4.6	880,368	810,379
Internet	Page 7.4.7	120,883	122,818
BUSINESS SYSTEMS			
Core Business Solutions	Page 7.4.8	765,190	856,867
Other Business Systems	Page 7.4.9	209,611	206,353
TELECOMMUNICATIONS	Page 7.4.10	413,149	469,539
BUSINESS DEVELOPMENT			
BUSINESS DEVELOPMENT			
Business Consulting	Page 7.4.11	214,734	197,655
Software Development	Page 7.4.11	190,000	190,000
BUSINESS CONSULTING			
TOTAL EXPENDITURE		5,409,001	5,412,078

7.4.2

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	OUTPUT SUMMARY

OUTPUT CLASS REVENUE & RECOVERIES		2002/2003 BUDGET \$	2003/2004 BUDGET \$
BUSINESS SUPPORT			
DESKTOP SERVICES			
Desktop Support	Page 7.4.3	1,189,119	1,148,213
Software Licensing	Page 7.4.4	370,000	390,800
NETWORK SERVICES			
Network Connection	Page 7.4.5	1,055,946	1,019,454
File/Print/E-Mail Services	Page 7.4.6	880,368	810,379
Internet	Page 7.4.7	120,883	122,818
BUSINESS SYSTEMS			
Core Business Solutions	Page 7.4.8	765,190	856,867
Other Business Systems	Page 7.4.9	209,611	206,353
TELECOMMUNICATIONS	Page 7.4.10	413,149	469,539
BUSINESS DEVELOPMENT			
Business Consulting	Page 7.4.11	214,734	197,655
Software Development	Page 7.4.11	190,000	190,000
BUSINESS CONSULTING			
TOTAL REVENUE & RECOVERIES		5,409,001	5,412,078
NET COST OF OUTPUTS		0	0
COST OF CAPITAL EMPLOYED		103,199	157,019
CAPITAL OUTPUTS		900,000	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.

Laptop Support applies to laptop 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. The cost of supporting these is therefore higher, unlike the classic desktop computer, laptops are highly proprietary. This increases the time spent on fault diagnosis, software design and installation and training.

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 four 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.

7.4.3

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS SUPPORT

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : DESKTOP SERVICES		
Suboutput : Desktop Support		
DIRECT COSTS		
Hardware/Training/Cabling	0	0
	-----	-----
TOTAL DIRECT COSTS	0	0
ALLOCATED COSTS		
Transferred from Customer Services Systems Cost Centre	0	0
Transferred from Customer Services Support Cost Centre	1,183,533	1,142,627
Depreciation	5,586	5,586
	-----	-----
TOTAL ALLOCATED COSTS	1,189,119	1,148,213
	-----	-----
TOTAL COST	1,189,119	1,148,213
REVENUE		
Internal Recoveries	1,189,119	1,148,213
	-----	-----
TOTAL REVENUE	1,189,119	1,148,213
	-----	-----
TOTAL NET COST - DESKTOP SERVICES	0	0
	=====	=====

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS SUPPORT

OUTPUT : DESKTOP SERVICES (CONTD)

Objectives for 2003/04	Performance Indicators							
1. To provide support services to levels defined in the Service Level Agreement.	• 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 ½ an hour for 90% of calls				Within 4 hours for 90% of calls		
	Urgent ¹	Within 2 hours for 90% of calls				Within 1 day for 80% of calls		
	Routine	Within 1 day for 80% of calls				Within 3 days for 80% of calls		
	Long-term	Within 1 week for 80% of calls				Within 90 days for 80% of calls		
2. To deliver desktop computing services to the satisfaction of customers.	• In the annual Customer Survey, achieve customer satisfaction levels of 90% with desktop computing services.							
		1996/97	1997/98	1998/99	1999/00	2000/01	2001/02	
	Past performance:	76%	86%	94%	97%	97%	97%	
	• In the ongoing customer feedback survey, achieve an excellent rating for 60% of respondents.							
3. To each year reduce, or maintain, the cost of ownership per user, compared to previous years.	• To achieve an overall desktop support cost of not more than \$1,100 per user.							
		1996/97	1997/98	1998/99	1999/00	2000/01	2001/02	2002/03
	Past performance:	\$2,900	\$2,700	\$2,600	\$2,270	\$1,800	\$1,100	\$1,100
4. To be timely in answering telephone calls.	• To achieve a target telephone call abandonment rate of 10%							
	• To ensure that 80% of all calls are answered within 25 seconds.							
5. To implement a single point contact for all IT related queries (to MIS helpdesk).	• Implement a single point of contact for all IT related queries (to the MIS helpdesk) by June 2004.							
6. Helpdesk to provide account management for new network user and printer accounts.	• Helpdesk to provide account management for new network user and printer accounts by June 2004 (this is dependent on MIS network team implementing Active Directory Services (ADS)).							

¹ Applies to 'standard' and 'laptop' support, but not to 'specialised' support.

7.4.4

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS SUPPORT

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : DESKTOP SERVICES		
Suboutput : Software Licensing		
DIRECT COSTS		
Microsoft Select Agreement	370,000	351,000
Other Software	0	39,800
	-----	-----
TOTAL COST	370,000	390,800
REVENUE		
Internal Recoveries	370,000	390,800
	-----	-----
TOTAL REVENUE	370,000	390,800
	-----	-----
TOTAL NET COST - SOFTWARE LICENSING	0	0
	=====	=====

7.4.text.5

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS SUPPORT

OUTPUT : NETWORK SERVICES

For text see pages 7.4.text.6 and 7.4.text.7.

7.4.5

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS SUPPORT

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : NETWORK SERVICES		
Suboutput : Network Connections		
DIRECT COSTS		
Network & Communications equipment	332,948	346,948
TOTAL DIRECT COSTS	332,948	346,948
ALLOCATED COSTS		
Transfer from Telecommunications	60,000	30,000
Transferred from Customer Services Systems Cost Centre	182,114	178,474
Depreciation	480,884	464,032
TOTAL ALLOCATED COSTS	722,998	672,506
TOTAL COST	1,055,946	1,019,454
REVENUE		
Internal Recoveries	1,055,946	1,019,454
TOTAL REVENUE	1,055,946	1,019,454
TOTAL NET COST - NETWORK CONNECTIONS	0	0

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.

Objectives for 2003/04	Performance Indicators			
1. To maintain network availability and respond to faults, to levels defined in the Service Level Agreement.	•	To provide support services to the levels below, as defined in the Service Level Agreement.		
		Problem type	Time to respond	Time to resolve
		Critical	Within ½ an hour for 90% of calls	Within 4 hours for 90% of calls
		Urgent	Within 2 hours for 90% of calls	Within 1 day for 80% of calls
		Routine	Within 1 day for 80% of calls	Within 3 days for 80% of calls
		Long-term	Within 1 week for 80% of calls	Within 90 days for 80% of calls
2. To maintain or reduce the cost of network connection per user.	•	Network connection recoveries for the year not to exceed \$900 per user.		
			2001/02	2002/03
		Past performance:	\$1,100	\$932

7.4.6

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS SUPPORT

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : NETWORK SERVICES		
Suboutput : File/Print/E-mail Services		
ALLOCATED COSTS		
Transfer from Customer Services Systems Cost Centre	880,368	810,379
TOTAL ALLOCATED COSTS	880,368	810,379
TOTAL COST	880,368	810,379
REVENUE		
Internal Recoveries	880,368	810,379
TOTAL REVENUE	880,368	810,379
TOTAL NET COST - FILE/PRINT/E-MAIL SERVICES	0	0

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS SUPPORT

OUTPUT : NETWORK SERVICES (CONTD)

Objectives for 2003/04	Performance Indicators
3. To provide file, e-mail, print and internet services to the satisfaction of customers.	

7.4.7

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS SUPPORT

OUTPUT : NETWORK SERVICES	2002/2003 BUDGET \$	2003/2004 BUDGET \$
Suboutput : Internet Services		
DIRECT COSTS		
Internet Charges	58,000	58,000
TOTAL DIRECT COSTS	58,000	58,000
ALLOCATED COSTS		
Transfer from Customer Services Systems Cost Centre	62,883	64,818
TOTAL ALLOCATED COSTS	62,883	64,818
TOTAL COST	120,883	122,818
REVENUE		
Internal Recoveries	120,883	122,818
TOTAL REVENUE	120,883	122,818
TOTAL NET COST - INTERNET SERVICES	0	0

7.4.text.8

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS SUPPORT

OUTPUT : BUSINESS SYSTEMS

For text see page 7.4.text.9.

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS SUPPORT

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : BUSINESS SYSTEMS		
Suboutput : CORE BUSINESS SOLUTIONS		
DIRECT COSTS		
Hardware Maintenance	0	0
	-----	-----
TOTAL DIRECT COSTS	0	0
ALLOCATED COSTS		
Transfer from Customer Services Systems Cost Centre	628,834	648,184
Transfer from Customer Services Support Cost Centre	80,695	77,906
Depreciation	55,660	130,777
	-----	-----
TOTAL ALLOCATED COSTS	765,190	856,867
	-----	-----
TOTAL COST	765,190	856,867
REVENUE		
Internal Recoveries	765,190	856,867
	-----	-----
TOTAL REVENUE	765,190	856,867
	-----	-----
TOTAL NET COST - OTHER BUSINESS SYSTEMS	0	0
	=====	=====

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS SUPPORT

OUTPUT : BUSINESS SYSTEMS

The provision, management and support of the infrastructure for hosting the key corporate business applications: SAP and GEMS.

Objectives for 2003/04	Performance Indicators																																									
1. To maintain respond to faults affecting business systems to levels defined in the Service Level Agreement.	To provide support services to the levels below, as defined in the Service Level Agreement.<table><tr><td>Problem type</td><td colspan="3">Time to respond</td><td colspan="3">Time to resolve</td></tr><tr><td>Critical</td><td colspan="3">Within ½ an hour for 90% of calls</td><td colspan="3">Within 4 hours for 90% of calls</td></tr><tr><td>Urgent</td><td colspan="3">Within 2 hours for 90% of calls</td><td colspan="3">Within 1 day for 80% of calls</td></tr><tr><td>Routine</td><td colspan="3">Within 1 day for 80% of calls</td><td colspan="3">Within 3 days for 80% of calls</td></tr><tr><td>Long-term</td><td colspan="3">Within 1 week for 80% of calls</td><td colspan="3">Within 90 days for 80% of calls</td></tr></table>							Problem type	Time to respond			Time to resolve			Critical	Within ½ an hour for 90% of calls			Within 4 hours for 90% of calls			Urgent	Within 2 hours for 90% of calls			Within 1 day for 80% of calls			Routine	Within 1 day for 80% of calls			Within 3 days for 80% of calls			Long-term	Within 1 week for 80% of calls			Within 90 days for 80% of calls		
Problem type	Time to respond			Time to resolve																																						
Critical	Within ½ an hour for 90% of calls			Within 4 hours for 90% of calls																																						
Urgent	Within 2 hours for 90% of calls			Within 1 day for 80% of calls																																						
Routine	Within 1 day for 80% of calls			Within 3 days for 80% of calls																																						
Long-term	Within 1 week for 80% of calls			Within 90 days for 80% of calls																																						
2. To provide and administer the business systems infrastructure in a way which satisfies the needs of customers.	Achieve 75% customer satisfaction with business systems.<table><tr><td></td><td>1996/97</td><td>1997/98</td><td>1998/99</td><td>1999/00</td><td>2000/01</td><td>2001/02</td></tr><tr><td>Past performance:</td><td>34%</td><td>75%</td><td>78%</td><td>70%</td><td>68%</td><td>78%</td></tr></table>								1996/97	1997/98	1998/99	1999/00	2000/01	2001/02	Past performance:	34%	75%	78%	70%	68%	78%																					
	1996/97	1997/98	1998/99	1999/00	2000/01	2001/02																																				
Past performance:	34%	75%	78%	70%	68%	78%																																				
3. To upgrade the SAP R/3 production landscape.	To size and install an upgraded SAP configuration by 30 June 2004.																																									

7.4.9

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS SUPPORT

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : BUSINESS SYSTEMS		
Suboutput : Other Business Systems		
DIRECT COSTS		
TOTAL DIRECT COSTS	0	0
ALLOCATED COSTS		
Transfer from Customer Services Systems Cost Centre	209,611	206,353
TOTAL ALLOCATED COSTS	209,611	206,353
TOTAL COST	209,611	206,353
REVENUE		
Internal Recoveries	209,611	206,353
TOTAL REVENUE	209,611	206,353
TOTAL NET COST - OTHER BUSINESS SYSTEMS	0	0

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 2003/04	Performance Indicators																				
1. Plan, deliver, maintain and develop telecommunications systems to the satisfaction of users.	To achieve a 90% level of satisfaction with the planning, provision, maintenance and ongoing development of telecommunications systems as measured by a survey of users. <table><tr><td></td><td>1996/97</td><td>1997/98</td><td>1998/99</td><td>1999/00</td><td>2000/01</td><td>2001/02</td></tr><tr><td>Past performance:</td><td>31%</td><td>82%</td><td>92%</td><td>90%</td><td>90%</td><td>98%</td></tr></table>								1996/97	1997/98	1998/99	1999/00	2000/01	2001/02	Past performance:	31%	82%	92%	90%	90%	98%
	1996/97	1997/98	1998/99	1999/00	2000/01	2001/02															
Past performance:	31%	82%	92%	90%	90%	98%															
2. Manage communications system costs within budget.	Expenditure to be no more than Budget.																				
3. Recover all communication system costs from system users.	Proportion of costs recovered from users to be 100%.																				

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	BUSINESS SUPPORT

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : TELECOMMUNICATIONS		
DIRECT COSTS		
Administration Costs	152,000	148,000
	-----	-----
TOTAL DIRECT COSTS	152,000	148,000
ALLOCATED COSTS		
Transfer from Telecommunications Systems Cost Centre	127,458	150,384
Depreciation	133,691	171,155
	-----	-----
TOTAL ALLOCATED COSTS	261,149	321,539
	-----	-----
TOTAL COSTS - COMMUNICATIONS SYSTEMS	413,149	469,539
REVENUE		
External Revenue	0	0
Internal Recoveries	413,149	469,539
	-----	-----
TOTAL REVENUE	413,149	469,539
	-----	-----
NET COST - TELECOMMUNICATION SYSTEMS	0	0
	=====	=====

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS:	BUSINESS DEVELOPMENT

OUTPUT : BUSINESS DEVELOPMENT

- 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, ie 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.

Objectives for 2003/04	Performance Indicators												
1. To provide consultancy services to the satisfaction of client Business Units.	Achieve an 85% level of satisfaction with Business Development services as measured by a survey of users. <table><tr><td></td><td>1997/98</td><td>1998/99</td><td>1999/00</td><td>2000/01</td><td>2001/02</td></tr><tr><td>Past performance:</td><td>88%</td><td>79%</td><td>92%</td><td>85%</td><td>87%</td></tr></table>		1997/98	1998/99	1999/00	2000/01	2001/02	Past performance:	88%	79%	92%	85%	87%
	1997/98	1998/99	1999/00	2000/01	2001/02								
Past performance:	88%	79%	92%	85%	87%								
2. To manage projects, which may include application development, so that agreed customer deadlines are met.	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

2002/2003
BUDGET
\$

2003/2004
BUDGET
\$

Suboutput : Business Consulting

DIRECT COSTS

TOTAL DIRECT COSTS

0

0

ALLOCATED COSTS

Transfer From Business Development Cost Centre

214,734

197,655

TOTAL ALLOCATED COSTS

214,734

197,655

TOTAL COSTS - BUSINESS CONSULTING

214,734

197,655

REVENUE

Internal Revenue

20,000

20,000

Corporate Overhead Recovery

194,734

177,655

TOTAL REVENUE

214,734

197,655

NET COST - BUSINESS CONSULTING

0

0

Suboutput : Software Development

ALLOCATED COSTS

Transfer from Business Development Cost Centre

190,000

190,000

TOTAL COSTS

190,000

190,000

REVENUE

Internal Revenue

40,000

40,000

Corporate Overhead Recovery

150,000

150,000

190,000

190,000

NET COST SYSTEM SOFTWARE DEVELOPMENT

0

0

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	CAPITAL OUPUTS

COMPUTER HARDWARE & SOFTWARE	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
RENEWALS & REPLACEMENTS					
Management					
PC & Notebook Replacement					
Accommodation					
Software Development				5,000	
PC Monitor & Machine Replacements					
Development Tools					
Customer Services					
NETWORK SERVICES					
Servers & Disk Storage	340,000	150,000	400,000	200,000	400,000
Network Equipment	10,000	20,000	50,000	20,000	45,000
DESKTOP					
PC Replacements					
PC Software Licensing				5,000	
Sub - Total	350,000	170,000	450,000	230,000	445,000
Telecommunications		75,000	50,000	50,000	50,000
CIVIC OFFICES					
Replacement PABX					
Upgrades					
Replacement System Phones					
GARDENS					
PABX replacemnt	25,000				
Sub - Total Telecommunications	25,000	75,000	50,000	50,000	50,000
TOTAL RENEWALS & REPLACEMENTS	375,000	245,000	500,000	280,000	495,000

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	CAPITAL OUPUTS

COMPUTER HARDWARE & SOFTWARE**2003/2004****2004/2005****2005/2006****2006/2007****2007/2008****ASSET IMPROVEMENTS****Software Development**

Development Tools

PC Disk & Memory upgrades

Customer Services Support

Training Material

Equipment

Upgrade Training Rm

10,000

10,000

33,000

15,000

Customer Services Systems**NETWORK SERVICES**

Servers & Storage

Software

210,000

140,000

130,000

140,000

130,000

20,000

10,000

20,000

20,000

LAN Upgrade

WAN Upgrade

Network Equipment

35,000

40,000

50,000

60,000

50,000

DESKTOP

Client PC upgrades

Sub - Total

313,000

200,000

180,000

230,000

200,000

7.4.14

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	CAPITAL OUPUTS

ASSET IMPROVEMENTS	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
Telecommunications		75,000	20,000	20,000	20,000
CIVIC OFFICES PABX					
Extension cards for new users					
PABX Upgrade	40,000				
Software Release 25 Card Upgrades					
Additional System Phones					
Voicemail Upgrade					
Additional Symposium Licenses					
LINWOOD PABX					
Software Release 25 Upgrades					
SOCKBURN PABX					
Software Release 25 Upgrades					
Sub - Total Telecommunications	40,000	75,000	20,000	20,000	20,000
TOTAL ASSET IMPROVEMENTS	353,000	275,000	200,000	250,000	220,000

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	CAPITAL OUPUTS

COMPUTER HARDWARE & SOFTWARE**2003/2004****2004/2005****2005/2006****2006/2007****2007/2008****NEW ASSETS****Software Development**

5,000

Database Administration Software

Development Tools

PC Software

Customer Services

Office Furniture & Equipment

NETWORK SERVICES

Servers & Storage

105,000

110,000

105,000

150,000

150,000

Software

10,000

20,000

10,000

Network Equipment

50,000

10,000

10,000

20,000

20,000

Backup Equipment

SAP - Business Warehouse and Workplace Portal

DESKTOP

PC Hardware

PC Software

Sub - Total

155,000

130,000

120,000

190,000

180,000

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	MANAGEMENT INFORMATION SERVICES
OUTPUT CLASS	CAPITAL OUPUTS

NEW ASSETS	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	
Telecommunications		100,000	30,000	30,000	30,000	
CIVIC OFFICES PABX Upgrades Call Centre Equipment Computer Telephony Integration	17,000					
Sub - Total Telecommunications	17,000	100,000	30,000	30,000	30,000	
TOTAL NEW ASSETS	172,000	230,000	150,000	220,000	210,000	
TOTAL CAPITAL EXPENDITURE-MIS	900,000	750,000	850,000	750,000	925,000	
Annual Plan 2002/2003	\$900,000	\$1,080,000	\$725,000	\$840,000	\$725,000	\$950,000
SUMMARY						
Renewals & Replacements	375,000	245,000	500,000	280,000	495,000	
Asset Improvements	353,000	275,000	200,000	250,000	220,000	
New Assets	172,000	230,000	150,000	220,000	210,000	
	900,000	750,000	850,000	750,000	925,000	

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

Customer Services

Telecommunications

10,000				
150,000	255,000	150,000	430,000	150,000
70,000	50,000	70,000	50,000	70,000
230,000	305,000	220,000	480,000	220,000

ASSET IMPROVEMENTS

Software Development

Customer Services

Telecommunications

300,000	300,000	300,000	290,000	300,000
20,000	20,000	20,000	20,000	20,000
320,000	320,000	320,000	310,000	320,000

NEW ASSETS

Software Development

Customer Services

Telecommunications

	15,000			
170,000	180,000	180,000	180,000	180,000
30,000	30,000	30,000	30,000	30,000
200,000	225,000	210,000	210,000	210,000

TOTAL MIS

750,000	850,000	750,000	1,000,000	750,000

Annual Plan 2002/2003

\$750,000	\$850,000	\$750,000	\$1,000,000