

CHRISTCHURCH CITY COUNCIL



CORPORATE PLAN 2004 EDITION

VOLUME I

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



CHRISTCHURCH
CITY COUNCIL · YOUR PEOPLE · YOUR CITY

Volume I

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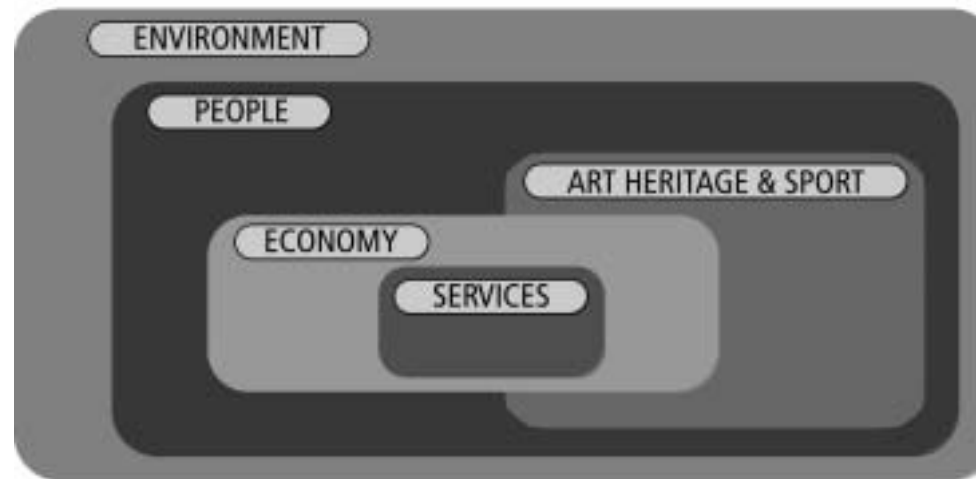
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*INTRODUCTORY
INFORMATION*

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 Ä TE KAUNIHERA O ÖTAUTAHİ

Mä 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.

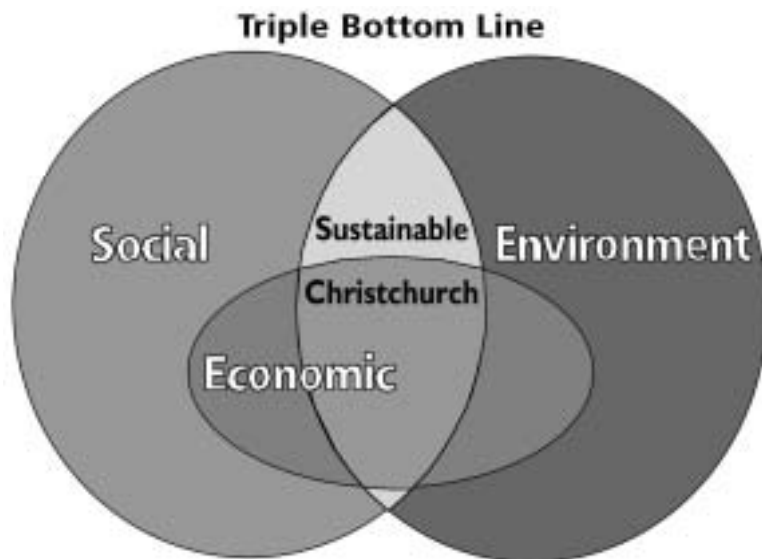
At the heart of the TBL philosophy is an acknowledgement that an organisation has impacts on society and the environment as well as financially on its stakeholders. Such impacts may be positive or negative. They may be exerted directly by the organisation itself, or by way of the organisation's influence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

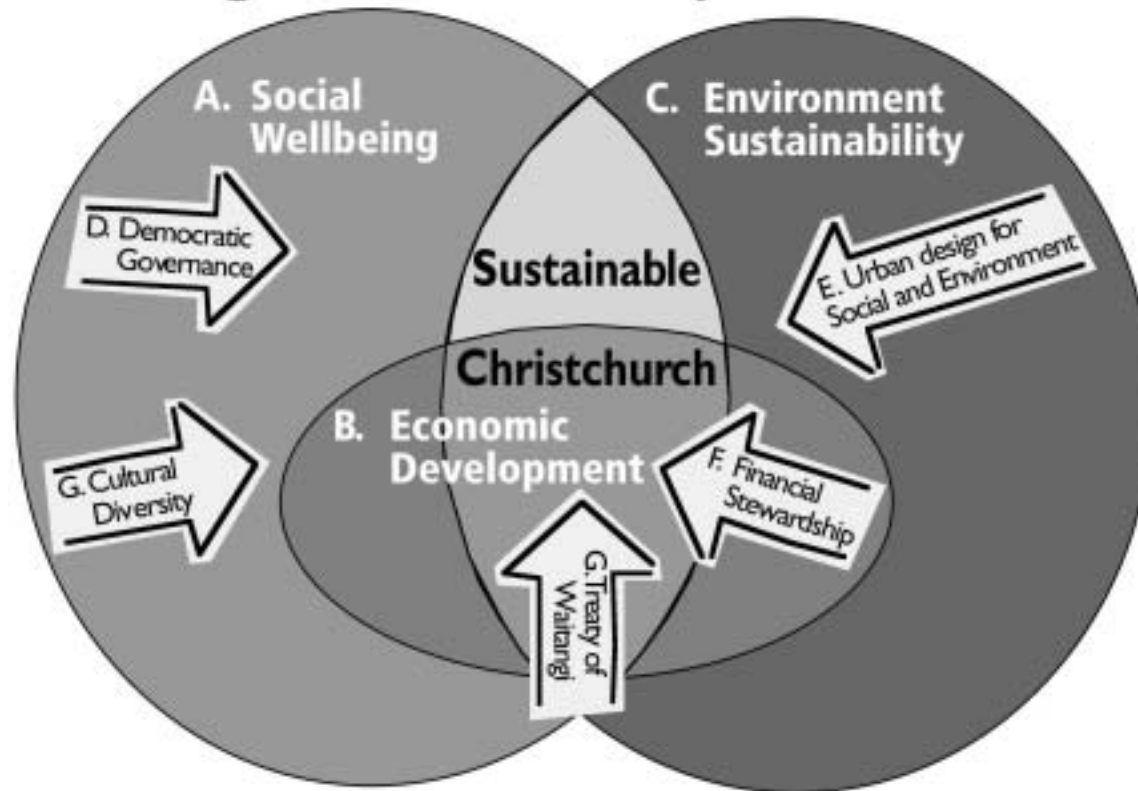
The 'link to the Strategic Objective' refers to the Council's Strategic Objectives which are printed on pages 1.1.7 to 1.1.10.



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
 - maintaining the garden city image
 - 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 MPMI

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 JP
Cheryl Colley JP MA(Hons)	Barbara Stewart (Cr)
BBS DipTchg	Ron Wright JP MPMI (Cr)
George Hampton BA	

Shirley-Papanui

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

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

Dr Lesley McTurk BA MBA (Auck) PHD (Glas)
 Chief Executive Officer

Simon Markham BA BTP
 Director of Information & Planning

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 (2002) 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 recognising 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, recognising 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 155 to 159).

The expenses are allocated to Council activities and are grouped into 'Significant Activities' in this Annual Plan. The rationale and nature of each Significant Activity is that published in the Council's Strategic Statement (www.ccc.govt.nz).

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 are fees and charges, grants and subsidies, financial contributions from developers, and other revenue, if any. Revenue from investments is optimised 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 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 table of Financial Overview on page 23 and on the Summary of the Funding Impact Statement on page 35. 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 the Council by 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 Annual 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 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.

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 to the impact of either revenue charging policies or rating policies on individual ratepayers.

The funding of Council operations was 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 35 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	\$28.20M
• Interest	\$14.73M
• Fees & charges	\$85.46M
• Grants & subsidies	<u>\$18.19M</u>
Total	\$146.59M
	=====

Rates revenue made up of:

General Rates	\$100.03M
Uniform Annual General Charge	\$13.91M
Targeted rates	\$40.95M
Total Rates to be set	\$154.89M
Rates Penalties	<u>\$1.40M</u>
Total	\$156.29M
	=====

The Council has budgeted operating expenditure of \$287.12M leaving an operating surplus of \$14.36M. 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 this Annual Plan for the financial year 2003/04 which total \$154.89M. This is the amount that the ratepayers of Christchurch will be required to contribute in order to fund this Plan.

The Council has resolved on a range of rating policies. The full detail of these is on pages 187 to 192. These are generally a continuation of those used last year. However the impact may change for individual rating units.

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 pages 184 and 185.

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 35 called 'Summary of the Funding Impact Statement'.

The sector requirement will be assessed to 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 \$112,531,594
- Uniform Annual General Charge \$15,648,885 set as \$105 per charge
- Targeted rates of:
 - Water Supply – Full Charge \$11,815,219
 - Water Supply – Half Charge \$260,760
 - Sewerage \$22,851,080
 - Land Drainage \$11,035,327
 - Water Supply Fire Connection \$111,700
 - Excess Water Supply Not known until meters are read and invoiced

The full text of the Rates Setting Statement is on pages 181 to 184.

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 73.56% 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 35.

- 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

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 this Annual 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 181 to 184.

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	726	26
160,000	898	933	35
200,000	1,096	1,140	44
260,000	1,394	1,450	56
300,000	1,592	1,657	65
400,000	2,087	2,174	87
Commercial (1) (4)			
100,000	844	837	-7
200,000	1,583	1,569	-14
300,000	2,322	2,302	-20
500,000	3,800	3,766	-34
1,000,000	7,496	7,427	-69
Rural (2) (4)			
200,000	606	632	26
300,000	856	896	40
500,000	1,357	1,423	66
1,000,000	2,609	2,741	132

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.

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 Annual 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 35.
- The Council resolved on a Uniform Annual General Charge of \$105 – with a rate yield of \$13.9M.
- 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 this Annual 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 remissions may apply where there is significant public good in the use of the land. In addition remissions 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%	34.36%
Grants and Subsidies	4.20%	4.11%	5.39%
Net Corporate Revenues	17.56%	17.32%	14.22%
Capital Value Rating	40.88%	41.24%	41.90%
Uniform Annual Charge	3.97%	3.83%	4.13%

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	+3.88%	Rural	+4.19%
Commercial/Industrial	-0.78%	Institutions	+15.11%

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

Residential	72.24%	Rural	1.57%
Commercial/Industrial	24.95%	Institutions	1.24%

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							
47.97%	General Benefits	0	116,802,598	31,171,356	4,037,912	9,397,641	161,409,508
51.62%	Direct Benefits	140,008,237	12,333,264	21,028,837	264,760	56,352	173,691,449
0.41%	Negative Effects	1,390,910	0	0	0	0	1,390,910
		141,399,147	129,135,862	52,200,193	4,302,672	9,453,992	336,491,867
Modifications							
	Transfer User Costs to Rating	(27,791,448)	21,671,689	3,339,579	37,877	742,304	0
	Non-Rateable	0	6,317,181	1,696,249	231,378	(8,244,808)	0
	Avoiding Sudden Changes (Modifier)	0	0	573,333	(573,333)	0	0
		(27,791,448)	27,988,870	5,609,161	(304,078)	(7,502,504)	0
Total Costs and Modifications		115,607,699	157,124,732	57,809,354	3,998,594	1,951,488	336,491,867
Funded By							
User Charges							
33.93%	User Charges	114,185,699	0	0	0	0	114,185,699
0.42%	Excess Water Supply Targeted Rate	1,422,000	0	0	0	0	1,422,000
5.39%	Grants and Subsidies	0	8,582,908	9,313,175	216,743	25,391	18,138,217
14.22%	Net Corporate Revenues	0	36,665,025	9,845,056	1,342,223	0	47,853,005
Total User Charges		115,607,699	45,247,933	19,158,132	1,559,666	25,391	181,598,921
Rates							
29.73%	General Rates by Capital Value ⁽¹⁾		68,525,543	29,644,711	1,857,829	(0)	100,028,084
4.13%	Uniform Annual General Charge		12,452,907	1,262,707	194,507	0	13,910,120
0.3%	Targeted Water Supply Fire		16,267	78,756	0	4,267	99,289
Connection Rates							
3.19%	Water Targeted Rates		8,103,766	1,887,841	98,183	654,413	10,734,203
2.92%	Land Drainage Targeted Rate		7,672,763	1,955,912	180,505	0	9,809,179
6.04%	Sewer Targeted Rate		15,105,552	3,831,197	107,904	1,267,418	20,312,071
Total Rates			111,876,799	38,651,122	2,438,927	1,926,098	154,892,946
Total Funding		115,607,699	157,124,732	57,809,354	3,998,594	1,951,488	336,491,867

⁽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 \$ Revenue Sought* of Capital Value 2003/04 per rating unit	from Intended Rates (GST included) \$
GENERAL RATES		
General Rate by differential sector:		
Sector A - Commercial/Industrial	.573700	33,350,300
Sector B - Residential and Other	.356087	77,091,236
Sector C - Rural	.263579	2,090,058

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 within the Financial Summary on page 30 and the Funding Impact Summary on page 35.

Uniform Annual General Charge (UAGC) of \$105

\$105

15,648,885

on each separate rating unit or if relevant on each separately used or inhabited part of a rating unit. 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	.039774	2,021,686
Sector B - Residential and Other	.042564	8,978,916
Sector C - Rural	.038670	98,635
Sector D - Institutions (Non-rateable)	.041842	715,983

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

Water Supply Targeted Rate – Half Charge:

Sector A - Commercial/Industrial	.019887	90,885
Sector B - Residential and Other	.021282	137,821
Sector C - Rural	.019335	11,821
Sector D - Institutions (Non-rateable)	.020921	20,232

Rate Factor used - 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.

The Water Supply Target Rate - Half Charge 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	.039949	2,200,401
Sector B - Residential and Other	.039949	8,631,859
Sector C - Rural	.039949	203,068

Rate Factor used - on every separately rated property, within each differential sector, which is in the serviced area. The Land Drainage 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	.078773	4,310,097
Sector B - Residential and Other	.078738	16,993,747
Sector C - Rural	.081303	121,392
Sector D - Institutions (Non Rateable)	.078736	1,425,845

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

The Sewerage 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

111,700

Rate Factor used - Assessed 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

To be invoiced
after each reading

rating units – see below for the full text. Rate Factor used - Assessed on every separately rated property within the defined group, which has a water metered supply. Purpose of the Excess Water Supply Targeted rate: To recover water supply costs beyond those in the water-supply rates.

Total Revenue Sought from Intended Rates**\$174,254,565**

* **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 at the rate of 33 cents per cubic metre 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 27 cents (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 which are 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 - Commercial / Industrial Properties
- Sector B - Residential and Other Properties
- Sector C - Rural Properties
- Sector D - Non-rateable Properties

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. For further information see the table on page 35 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 may charge multiple uniform charges against each separately used or inhabited part of a rating unit provided such UAGC will not be subject to a rate remission under the policy.

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.
- (h) The remission may be limited to the GST exclusive amount where the ratepayer is assumed to be GST registered.

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. Thirdly for any ratepayer, remission of penalties where there is an acceptable arrangement to pay existing arrears and annual rates over an agreed time frame.

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.
- (d) Remission of penalties incurred during the agreed payment time.

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.

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

(Note: The Council may not apply this remission under the current GST rulings.)

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

(Note: The Council may not apply this remission under the current GST rulings.)

Remission statement

The Council may remit 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

(Note: Generally the rates discussed below could not be assessed for the affected properties.)

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	285	34	32	63	519
	2002/03	105	276	35	33	52	501
120,000	2003/04	105	427	51	48	94	726
	2002/03	105	414	53	50	77	700
160,000	2003/04	105	570	68	64	126	933
	2002/03	105	552	70	67	103	898
200,000	2003/04	105	712	85	80	157	1,140
	2002/03	105	691	88	84	129	1,096
260,000	2003/04	105	926	111	104	205	1,450
	2002/03	105	898	114	109	168	1,394
300,000	2003/04	105	1,068	128	120	236	1,657
	2002/03	105	1,036	132	126	194	1,592
400,000	2003/04	105	1,424	170	160	315	2,174
	2002/03	105	1,381	176	167	258	2,087
Commercial ⁽¹⁾⁽²⁾							
100,000	2003/04	105	574	40	40	79	837
	2002/03	105	590	43	42	65	844
160,000	2003/04	105	918	64	64	126	1,277
	2002/03	105	944	68	67	103	1,288
200,000	2003/04	105	1,147	80	80	158	1,569
	2002/03	105	1,180	85	84	129	1,583
300,000	2003/04	105	1,721	119	120	236	2,302
	2002/03	105	1,770	128	126	194	2,322
500,000	2003/04	105	2,869	199	200	394	3,766
	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	264	39	40	81	528
	2002/03	105	250	40	42	68	505
200,000	2003/04	105	527	77	80	163	952
	2002/03	105	501	80	84	136	905
300,000	2003/04	105	791	116	120	244	1,375
	2002/03	105	751	121	126	203	1,306
400,000	2003/04	105	1,054	155	160	352	1,799
	2002/03	105	1,002	161	167	271	1,706
500,000	2003/04	105	1,318	193	200	407	2,222
	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, 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 authority under the Local Government Act 2002.

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
Heritage Assets	0.1% of valuation

(iv) Assets under Construction

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

(c) **Landfill Aftercare Costs**

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

The estimated cost is calculated based on estimates of:

(i) Total current cost

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

(ii) Total capacity

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

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

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

(d) **Debt Servicing**

Significant Activities are charged a share of the Council's actual borrowing 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.

Details of the policy relating to Financial Instruments can be found in the introductory section of Volume I of the Corporate Plan : 2004 Edition. (Copies can be inspected at the Civic Offices or on the web at www.ccc.govt.nz)

(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.

CONTRA AGREEMENTS (1)

Unit	Company Name	Provision	Value (12 Months)	Details	Expiry Date
City Water & Waste	Telecom (Connectel)	Service Facility Maps	\$5,000 (approx)	Free exchange of maps detailing underground lateral and reticulation services	By agreement. No fixed contract term.
	Orion (Connetics)				
	Rockgas Distributors Service				
	Electrix				
	Frank Millar Ltd				
	Independent Line Services				
	Design Net Ltd				
	Telstra/Saturn				
City Streets	Adshel NZ Ltd	Adshel Bus Shelters	\$68,000	Full advertising rights (with CCC conditions as to content)	2023
Leisure	AB Equipment	SummerTimes	\$2,000	Provide free forklift hire x 2	
	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	
	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	
	Frucor Ltd	Association with a KidsFest event	\$1,500		

(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 197 to 207 of the 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

*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	143,869,899
Infrastructural Assets - See Table II	60,886,360	58,618,140
Fixed Assets - See Table II	42,729,208	27,735,694
Restricted Assets - See Table II	7,221,491	6,470,601
Appropriations to Reserves - See Table VI	10,303,293	9,619,435
Corporate Financing Costs - See Table V	(47,521,798)	(55,564,776)
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	229,748,994
SOURCES OF FINANCE		
Jade Stadium Ltd Loan Repayment	(1,500,000)	(1,500,000)
Draw Down from Reserves - See Table VI	(10,039,447)	(7,855,175)
Loans Raised (New Works)	(1,505,000)	(24,850,000)
Surplus Capital to Reserve for investment	(47,541,644)	(24,250,873)
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)	(74,856,048)
	-----	-----
TOTAL NET REQUIREMENT FROM RATES	145,513,470	154,892,946
GST ON RATES @ 12.5%	18,189,184	19,361,618
	-----	-----
RATES REQUIREMENT	163,702,654	174,254,565
	=====	=====
Plus Provision for increased revenue from capital value increase in 2002/2003	5,793,419	

	169,496,073	
	=====	
PERCENTAGE CHANGE FOR 2003/2004		2.81%

TABLE II MASTER SUMMARY

GROSS ESTIMATED EXPENDITURE AND REVENUE 2003/2004

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
	DIRECT	OVERHEAD/	TOTAL	EXTERNAL	INTERNAL	TOTAL	NET	DEBT	COST	INFRASTRUCTURAL
	COSTS	RENT/DEPN/ Landfill A/Care Amortis.	COSTS	REVENUE	O/HEADS/RENTS & CHARGES	REVENUE	COST	SERVICING	OF SERVICE	RESTRICTED & FIXED ASSETS
A. FUNDED FROM RATES:										
Public Accountability	3,509,779	4,871,866	8,381,645	0	-25,000	-25,000	8,356,645	0	8,356,645	3,000
Corporate Revenues, Expenses & Grants	11,365,687	4,303,145	15,668,831	-47,386,408	-569,556	-47,955,964	-32,287,133	3,723,265	-32,287,133	4,291,395
Project Funding	0	0	0	0	0	0	0	0	0	0
Unspecified Operating Provision	0	0	0	0	0	0	0	0	0	0
Unspecified Capital Carryforwards	0	0	0	0	0	0	0	0	0	-6,000,000
Unspecified Capital Provision	0	0	0	0	0	0	0	0	0	0
	14,875,465	9,175,011	24,050,476	-47,386,408	-594,556	-47,980,964	-23,930,488	3,723,265	-23,930,488	-1,705,605
City Managers Office	612,062	31,407	643,469	0	-643,469	-643,469	0	0	0	1,000
Operations Section Corporate Office	6,971,474	549,202	7,520,676	-135,734	-5,217,399	-5,353,133	2,167,542	0	2,167,542	28,500
Policy Section Corporate Office	1,750,173	100,963	1,851,135	-0	-332,823	-332,823	1,518,312	0	1,518,312	3,000
Finance Section Corporate Office	709,174	30,559	739,733	-384,117	-355,616	-739,733	0	0	0	2,000
Human Resources Section Corporate Office	942,230	165,028	1,107,258	0	-1,107,258	-1,107,258	0	0	0	7,500
Business Projects Section Corporate Office	247,097	33,075	280,172	0	-280,172	-280,172	0	0	0	2,500
Information & Planning Section Corporate Office	14,880,259	2,928,296	17,808,554	-273,000	-10,572,532	-10,845,532	6,963,022	8,689	6,963,022	2,324,200
Legal & Secretariat Section Corporate Office	1,678,736	185,735	1,864,471	0	-1,864,471	-1,864,471	0	0	0	4,500
Corporate Services	7,510,803	1,314,128	8,824,931	-1,115,543	-7,877,578	-8,993,121	-168,190	1,272	-168,190	1,677,040
	35,302,007	5,338,392	40,640,399	-1,908,394	-28,251,319	-30,159,712	10,480,687	9,961	10,480,687	4,050,240
Financial Services	5,969,872	1,178,274	7,148,146	-656,067	-6,492,079	-7,148,146	0	0	0	25,000
	5,969,872	1,178,274	7,148,146	-656,067	-6,492,079	-7,148,146	0	0	0	25,000

TABLE II MASTER SUMMARY

GROSS ESTIMATED EXPENDITURE AND REVENUE 2003/2004

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
	DIRECT	EXPENDITURE:	TOTAL	EXTERNAL	REVENUE:	TOTAL	NET	DEBT	COST	INFRASTRUCTURAL
	COSTS	OVERHEAD/ RENT/DEPN/ Landfill A/Care Amortis.	COSTS	REVENUE	INTERNAL O/HEADS/RENTS & CHARGES	REVENUE	COST	SERVICING	OF SERVICE	RESTRICTED & FIXED ASSETS
A. FUNDED FROM RATES:										
Community Relations	11,398,694	2,988,038	14,386,732	-1,629,017	-1,697,695	-3,326,712	11,060,020	373	11,060,020	162,500
	11,398,694	2,988,038	14,386,732	-1,629,017	-1,697,695	-3,326,712	11,060,020	373	11,060,020	162,500
City Solutions	8,386,759	760,392	9,147,151	-750,000	-8,477,151	-9,227,151	-80,000	0	-80,000	65,000
Environmental Services	14,263,073	1,660,841	15,923,914	-8,646,945	-738,219	-9,385,164	6,538,750	318	6,538,750	29,100
Employment & Economic Development	7,083,804	3,309,817	10,393,621	-162,000	-0	-162,000	10,231,621	2,568,062	10,231,621	450,000
	29,733,636	5,731,050	35,464,686	-9,558,945	-9,215,370	-18,774,315	16,690,370	2,568,380	16,690,370	544,100
Libraries & Information Sevices	15,982,173	9,068,108	25,050,281	-1,953,764	-688,304	-2,642,069	22,408,212	5,187	22,408,212	5,086,500
Art Gallery	5,302,627	1,174,256	6,476,883	-981,390	-305,000	-1,286,390	5,190,493	894	5,190,493	386,801
Leisure	19,581,055	3,989,123	23,570,178	-8,489,134	-637,761	-9,126,895	14,443,283	27,926	14,443,283	2,223,000
Car Parking	6,560,406	4,213,491	10,773,897	-13,513,600	-366,800	-13,880,400	-3,106,503	1,413	-3,106,503	774,400
Property Management	1,591,220	587,476	2,178,696	-336,085	-927,496	-1,263,581	915,115	294	915,115	-170,500
Housing Management	1,253,564	137,306	1,390,870	0	-1,390,870	-1,390,870	0	0	0	0
General Housing	0	0	0	0	0	0	0	0	0	0
Property - Asset Management	6,051,349	5,152,207	11,203,556	-2,343,125	-16,114,782	-18,457,907	-7,254,351	55,332	-7,254,351	3,827,572
	56,322,394	24,321,966	80,644,360	-27,617,098	-20,431,013	-48,048,111	32,596,249	91,046	32,596,249	12,127,773

TABLE II MASTER SUMMARY										
GROSS ESTIMATED EXPENDITURE AND REVENUE 2003/2004										
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
	DIRECT COSTS	EXPENDITURE: OVERHEAD/ RENT/DEPN/ Landfill A/Care Amortis.	TOTAL COSTS	EXTERNAL REVENUE	REVENUE: INTERNAL O/HEADS/RENTS & CHARGES	TOTAL REVENUE	NET COST	DEBT SERVICING	COST OF SERVICE	INFRASTRUCTURAL RESTRICTED & FIXED ASSETS
A. FUNDED FROM RATES:										
City Water & Waste	42,107,119	20,473,354	62,580,474	-25,753,553	-5,489,443	-31,242,996	31,337,478	220,334	31,337,478	26,519,987
Parks & Wetlands	27,528,505	4,955,057	32,483,562	-2,271,569	-1,434,090	-3,705,659	28,777,903	164,839	28,777,903	13,834,672
City Streets	25,385,164	27,212,397	52,597,561	-15,712,879	-27,000	-15,739,879	36,857,681	723,344	36,857,681	37,265,769
	95,020,788	52,640,809	147,661,596	-43,738,001	-6,950,533	-50,688,534	96,973,062	1,108,517	96,973,062	77,620,428
TOTAL NET COST - RATING ACCOUNTS	248,622,856	101,373,539	349,996,395	-132,493,931	-73,632,565	-206,126,495	143,869,899	7,501,542	143,869,899	92,824,435
Depreciation Add back		61,694,443								
B. SEPARATELY FUNDED ACCOUNTS:										
Dog Control	1,148,293	389,017	1,537,310	-1,468,131	0	-1,468,131	69,179	0	69,179	0
EPH Housing	6,379,535	1,941,344	8,320,879	-10,387,590	0	-10,387,590	-2,066,711	0	-2,066,711	2,007,300
Public Rental Housing	17,686	5,150	22,836	-54,380	0	-54,380	-31,544	0	-31,544	0
Owner /Occupier Housing	34,017	0	34,017	-31,200	0	-31,200	2,817	0	2,817	0
Tenancy Services/Welfare/Policy Advice	199,500	1,783,234	1,982,734	-4,000	-1,148,694	-1,152,694	830,040	0	830,040	13,200
TOTAL NET COST - SEPARATELY FUNDED ACCOUNTS	7,779,030	4,118,745	11,897,775	-11,945,301	-1,148,694	-13,093,995	-1,196,220	0	-1,196,220	2,020,500
GRAND TOTAL	256,401,887	105,492,283	361,894,170	-144,439,232	-74,781,258	-219,220,490	142,673,680	7,501,542	142,673,680	94,844,935

GROSS ESTIMATED EXPENDITURE AND REVENUE 2003/2004										
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
	DIRECT	EXPENDITURE:	TOTAL	EXTERNAL	REVENUE:	TOTAL	NET	DEBT	COST	INFRASTRUCTURAL
	COSTS	OVERHEAD/ RENT/DEPN/ Landfill A/Care Amortis.	COSTS	REVENUE	INTERNAL O/HEADS/RENTS & CHARGES	REVENUE	COST	SERVICING	OF SERVICE	RESTRICTED & FIXED ASSETS
A. FUNDED FROM RATES:										
City Water & Waste	42,107,119	20,473,354	62,580,474	-25,753,553	-5,489,443	-31,242,996	31,337,478	220,334	31,337,478	26,519,987
Parks & Wetlands	27,528,505	4,955,057	32,483,562	-2,271,569	-1,434,090	-3,705,659	28,777,903	164,839	28,777,903	13,834,672
City Streets	25,385,164	27,212,397	52,597,561	-15,712,879	-27,000	-15,739,879	36,857,681	723,344	36,857,681	37,265,769
	95,020,788	52,640,809	147,661,596	-43,738,001	-6,950,533	-50,688,534	96,973,062	1,108,517	96,973,062	77,620,428
TOTAL NET COST - RATING ACCOUNTS	248,622,856	101,373,539	349,996,395	-132,493,931	-73,632,565	-206,126,495	143,869,899	7,501,542	143,869,899	92,824,435
Depreciation Add back		61,694,443								
B. SEPARATELY FUNDED ACCOUNTS:										
Dog Control	1,148,293	389,017	1,537,310	-1,468,131	0	-1,468,131	69,179	0	69,179	0
EPH Housing	6,379,535	1,941,344	8,320,879	-10,387,590	0	-10,387,590	-2,066,711	0	-2,066,711	2,007,300
Public Rental Housing	17,686	5,150	22,836	-54,380	0	-54,380	-31,544	0	-31,544	0
Owner /Occupier Housing	34,017	0	34,017	-31,200	0	-31,200	2,817	0	2,817	0
Tenancy Services/Welfare/Policy Advice	199,500	1,783,234	1,982,734	-4,000	-1,148,694	-1,152,694	830,040	0	830,040	13,200
TOTAL NET COST - SEPARATELY FUNDED ACCOUNTS	7,779,030	4,118,745	11,897,775	-11,945,301	-1,148,694	-13,093,995	-1,196,220	0	-1,196,220	2,020,500
GRAND TOTAL	256,401,887	105,492,283	361,894,170	-144,439,232	-74,781,258	-219,220,490	142,673,680	7,501,542	142,673,680	94,844,935

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	869,500
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	2,913,265
Interest Expense (re: CCFL Equity/Loan)	0	810,000
Allocated Overhead - Corporate	290,500	311,139
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
Rates on Council Properties (Public Good)	0	326,341
Capital Endowment Fund - Fund Management Expenses (*2)	0	75,000
Depreciation of Rates Capitalisation Costs	18,630	57,046
OUTPUT : EMERGENCY SERVICES		
Civil Defence (includes CRC Levy)	764,517	751,019
Rural Fire Fighting	415,486	409,870
OUTPUT : GRANTS TO COMMUNITY		
As per Schedule of Grants (Table IV)	3,206,844	3,470,665
TOTAL CORPORATE EXPENSES	<hr/> 15,685,085	<hr/> 15,143,510

TABLE III CORPORATE EXPENSES AND REVENUES

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : CORPORATE REVENUES		
Petroleum Tax	2,000,000	2,050,000
Dividends From CCHL	28,900,000	28,200,000
Dividends From CCHL (Special)	3,423,000	0
Interest on Investments	5,463,782	4,509,280
Interest on Investments - Capital Endowment Fund	4,456,730	4,225,222
Interest on Special Funds & Trust Funds	1,382,966	1,488,898
Interest - Travis Finance Ltd Interest	518,000	0
Interest - Jade Stadium Ltd	3,118,800	2,953,008
Interest - 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
Internal Rates on CCC Housing	550,887	0
ACC Corporate Recovery	400,000	0
Interest on Investments - Internal Financing (Housing)	602,876	569,556
	-----	-----
TOTAL CORPORATE REVENUES	<u>53,767,041</u>	<u>47,755,964</u>
NET BENEFIT TO RATEPAYERS	<u>(38,081,956)</u>	<u>(32,612,454)</u>
(To Table II)		
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	791,395

(*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		
Adult Reading Assistance Scheme	15,000	15,000
(1) Anglican Care Family and Community Division	0	15,000
Beneficiaries Advisory Service	17,000	18,000
Canterbury Neighbourhood Support	20,000	20,000
Cholmondeley Children's Home	20,000	15,000
(2) Christchurch Asian Youth Trust	25,000	25,000
Christchurch Citizens Advice Bureau	30,000	0
Christchurch City Mission Walsh House	40,000	40,000
(3) Christchurch Early Intervention TrustThe Champion Centre	40,000	40,000
Christchurch East School	12,200	0
Christchurch Safer Community Council	40,000	40,000
Combined Citizens Advice Bureaux	0	60,000
Community Development Fund	432,000	439,000
Council of Social Services	20,000	20,000
Disabled Person Assembly ChCh and Districts	10,000	12,000
Family Help Trust	0	30,000
Floyd's Creative Workshop	10,000	10,000
Hohepa Canterbury	25,000	25,000
(4) Home Made Partnerships Trust (Supergrans)	25,000	25,000
K2 Trust Christchurch	0	15,000
(5) Kingdom Resources Trust	30,000	30,000
Lifeline Christchurch Charitable Trust	0	25,000
Newell House	15,000	20,000
North Avon Property trust	0	10,000
Odyssey House	14,000	14,000
Refugee and Migrant Centre	10,000	20,000
(6) Refugee Resettlement Support	0	10,000
Restorative Justice Service	15,000	15,000
(7) Rewi Alley Chinese School	34,100	34,000
Solo Women as Parents	10,000	10,000
(8) Te Runanga O Nga Maata Waka	40,000	40,000
(9) Te Whatu Manawa Maoritaga O Rehua Marae Trust	0	22,000
Tennants Protection Association	10,000	15,000
The Peace Foundation Disarmament & Security centre	0	15,000
(10) Therapeutic Arts trust	0	25,000

TABLE IV GRANTS TO COMMUNITY ORGANISATIONS

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
Volunteering Canterbury	15,000	15,000
(11) Wai Ora Trust	30,000	30,000
Womens Centre	10,000	12,500
(12) Youthline Centre South Island	25,000	25,000
	-----	-----
	1,039,300	1,251,500
OUTPUT : ECONOMIC DEVELOPMENT AND EMPLOYMENT		
Birdlands Sanctuary Trust	30,000	30,000
Christchurch Christmas Parade Trust	40,000	40,000
Events Seeding Grants	160,000	160,000
(13) NZ Conservation Trust	20,000	15,000
Orana Park	150,000	175,000
Science Alive	225,000	200,000
	-----	-----
	625,000	620,000
OUTPUT : ARTS & HERITAGE		
Arts Canterbury Incorporated	0	10,000
Arts Centre	10,000	0
Arts Centre Artist in Residence	10,000	15,000
Canterbury Opera	62,000	62,000
Centre of Contemporary Art	0	100,000
Christchurch City Choir	35,000	35,000
Christchurch Civic Music Council	5,000	5,000
Christchurch Drama Centre	14,000	0
Christchurch Operatic (Showbiz Christchurch)	0	25,000
Christchurch Symphony Orchestra	290,000	290,000
Community Arts Council (Administrative Support)	6,500	7,500
Court Theatre	55,000	55,000
Creative Communities	200,000	200,000
Ferrymead Trust	155,000	155,000
Music Centre of Christchurch	45,000	45,000
National Marae	65,000	65,000
Orchestra Users Group	60,000	60,000
Theatre Royal	55,000	45,000
Tramway Historical Society Inc	10,000	10,000
	-----	-----
	1,077,500	1,184,500

TABLE IV GRANTS TO COMMUNITY ORGANISATIONS

	2002/2003 BUDGET	2003/2004 BUDGET
	\$	\$
OUTPUT : RECREATION & SPORT		
Canterbury Gymsports Incorporated	10,000	0
(14) Canterbury Hockey Association	0	5,500
(15) Canterbury Lawn Tennis Association	75,000	50,000
Canterbury Surf Life Saving Association	117,800	128,870
Crighton Cobbers	10,000	10,000
(16) Parafed Canterbury	18,000	15,000
Ruapuna Development	40,000	45,000
Sport and Recreation New Zealand (SPARC) - Community Sports Fund	350,000	0
(17) Sumner Lifeboat Institution	32,825	32,600
Table Tennis Canterbury	26,500	0
	-----	-----
	680,125	286,970
OUTPUT : ENVIRONMENT & PARKS		
Canterbury Horticultural Society	3,000	6,000
Christchurch Beautifying Association	25,000	25,000
Orton Bradley Park	30,000	30,000
Port Hills Parks Trust Board	20,000	20,000
Summit Road Society	20,000	20,000
	-----	-----
	98,000	101,000
OUTPUT : CORPORATE SERVICES		
Management Reviews	15,000	15,000
Allocated Costs Leisure Unit	116,622	114,917
Allocated Overhead - Corporate	105,297	96,777
	-----	-----
	236,919	226,695
	-----	-----
TOTAL COST GRANTS	3,756,844	3,670,665

TABLE IV GRANTS TO COMMUNITY ORGANISATIONS

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
REVENUE		
Sport and Recreation New Zealand (SPARC) Subsidy	350,000	0
Creative Communities Funding	200,000	200,000
	-----	-----
	550,000	200,000
	-----	-----
NET COST GRANTS (To Table III)	3,206,844	3,470,665
	=====	=====
FINANCING TRANSFERS		
- TRANSFER TO SPECIAL FUNDS (FROM RATES)		
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	3,570,665
	=====	=====

Notes:

The following future commitments have been made:

- (1) Anglican Care Family and Community Division - 2003/04 \$15,000, year one of a three year commitment
- (2) Christchurch Asian Youth Trust - 2003/04 \$25,000, year two of a three year commitment.
- (3) Christchurch Early Intervention Trust The Champion Centre - 2003/04 \$40,000, year two of a three year commitment
- (4) Home Made Partnerships - 2003/04 \$25,000, year two of a three year commitment
- (5) Kingdom Resources Trust - 2003/04 \$30,000, Year one of a three year commitment.
- (6) Refugee Resettlement Support - 2003/04 \$10,000, year one of a three year commitment.
- (7) 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 commitment.
- (8) Te Runanga O Nga Maata Waka - 2003/04 \$40,000, year two of a three year commitment
- (9) Te Whatu Manawa Maoritaga O Rehua Marae Trust - 2003/04 \$22,000 year one of a five year commitment to service a Council loan.
- (10) Therapeutic Arts Trust - 2003/04 \$25,000, year one of a three year commitment.
- (11) Wai Ora Trust - 2003/04 \$30,000, year two of a three year commitment
- (12) Youthline Central South Island - 2003/04 \$25,000, year two of a three year commitment
- (13) NZ Conservation Trust - 2003/04 \$15,000, 2004/05 \$10,000.
- (14) Canterbury Hockey Association - 2003/04 \$5,500 is year one of a five year Council commitment to pay interest on a loan to the Association.
- (15) Canterbury Lawn Tennis Association - 2003/04 \$50,000, 2004/05 \$40,000, 2005/06 \$30,000
- (16) Parafed Canterbury - 2003/04 \$15,000, year two of a three year commitment.
- (17) Sumner 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)	(3,723,265)
Interest on Defeased Loans	12,546	6,840
Sinking Fund Withdrawal for Defeased Loans	(12,546)	(6,840)
	-----	-----
Sub Total	3,501,831	3,778,277
Interest on Jade Stadium Borrowings	3,076,800	2,913,265
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	(10,556,000)
Sinking Fund Instalments made	1,216,086	694,086
Sinking Fund Withdrawals - Renewals	(1,708,276)	(9,338,803)
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)	(2,147,397)
	-----	-----
TOTAL LOAN SERVICING	13,980,045	13,631,209
Add Back		
- Depreciation (Rating Activities Only)	(54,442,211)	(61,694,443)
- Debt Servicing (Rating Activities Only)	(3,501,831)	(3,778,277)
- Debt Servicing (JSL Loans)	(3,076,800)	(2,913,265)
- Debt Servicing (CCFL Loans)		(810,000)
- Debt Servicing (Travis Finance Ltd Loans)	(481,000)	0
	-----	-----
	(61,501,843)	(69,195,985)
	-----	-----
NET BENEFIT - CORPORATE FINANCING	(47,521,798)	(55,564,776)
(to Table I)	=====	=====

TABLE VI FINANCING TRANSFERS

	2002/2003	2003/2004
	BUDGET	BUDGET
	\$	\$
<hr/>		
RATE FUNDED FINANCING TRANSFERS		
TRANSFERS FROM RESERVE AND OTHER FUNDS		
Cash In Lieu - CCC Parks	(4,427,319)	(3,324,980)
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	(12,000)
City Care Contingency		(1,153,774)
Northwest Stadium Fund		(12,519)
Endowment Land Reserve (Property)		(499,614)
History of CDB		(43,119)
Burwood Landfill Stage 2C Aftercare Fund		0
Road & Property Purchase Res.		(100,473)
City Streets Subdivision Contributions Fund		(90,000)
Land Drainage Cost Share Fund - Other		(100,000)
Water Supply Cost Share Fund - Worsleys Spur		(5,000)
Water Supply Cost Share Fund - Mt Pleasant		(30,000)
Water Supply Cost Share Fund - Other		(5,000)
Waste Water CWTP Capacity Upgrade Fund		(738,000)
Waste Water Cost Share Fund		(20,000)
Waste Water Reticulation Capacity Upgrade Fund		(500,000)
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)	(7,855,175)
	=====	=====

TABLE VI FINANCING TRANSFERS

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
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 Supply Upgrading Reserve	550,000	627,000
Kilmore St Carpark Depreciation Reserve Fund	3,000	3,000
Dog Control Account (Rate Payer General Benefit)	0	122,985
City Streets Subdivision Contributions Fund		90,000
Land Drainage Cost Share Fund - Other		100,000
Water Supply Cost Share Fund - Worsleys Spur		5,000
Water Supply Cost Share Fund - Mt Pleasant		30,000
Water Supply Cost Share Fund - Other		5,000
Waste Water CWTP Capacity Upgrade Fund		738,000
Waste Water Cost Share Fund		20,000
Waste Water Reticulation Capacity Upgrade Fund		500,000
Plant Renewal Fund	21,333	0
Plant Renewal Fund (Sale of Plant)	279,264	0
Burwood Landfill Stage 2C Aftercare Fund	721,500	763,500
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	1,488,898
	-----	-----
TOTAL TRANSFERS TO FUNDS (To Table I)	10,303,293	9,619,435
	=====	=====
NET FINANCING TRANSFERS	263,846	1,764,260
	=====	=====

TABLE VI FINANCING TRANSFERS

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
SEPERATELY FUNDED FINANCING TRANSFERS		
TRANSFERS FROM RESERVE AND OTHER FUNDS		
Dog Control Account	51,218	(27,852)
Housing Development Fund	(2,758,492)	(2,850,040)
TOTAL TRANSFERS FROM RESERVES	(2,707,275)	(2,877,892)
TRANSFERS TO FUNDS		
Housing Development Fund	2,967,376	3,385,673
TOTAL TRANSFERS TO FUNDS	2,967,376	3,385,673
NET FINANCING TRANSFERS	260,101	507,781

(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		83,265,200	135,820	1,275,604	84,676,624
2001/2002 Capital Expenditure C/Fwd - Balance to raise	2002/2003			0			0
				83,265,200	135,820	1,275,604	84,676,624
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			10,556,000		590,000	11,146,000
Total Loans before Repayments				118,671,200	135,820	1,865,604	120,672,624
Less Repayments during 2003/2004:							
Loan Repayments				23,542,200	39,000	798,554	24,379,754
Estimated Total Council Loans - 30 June 2004				95,129,000	96,820	1,067,050	96,292,870
GROSS PUBLIC DEBT ESTIMATED - 30 JUNE 2004				95,129,000	96,820	1,067,050	96,292,870
GROSS PUBLIC DEBT ESTIMATED - 1 JULY 2003				83,265,200	135,820	1,275,604	84,676,624
INCREASE (DECREASE) - 2003/2004				11,863,800	(39,000)	(208,554)	11,616,246
<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						88,554	88,554
	Total Maturing 2003/2004			23,542,200	39,000	798,554	24,379,754
	Total Maturing 2004/2005			37,000,000	75,000	250,672	37,325,672
	Total Maturing 2005/2006			0	21,820	60,751	82,571
	Total Maturing 2006/2007			20,000,000	0	37,820	20,037,820
	Total Maturing Later			2,723,000	0	127,807	2,850,807
Total Council Loans (Estimated 1 July 2003)				83,265,200	135,820	1,275,604	84,676,624
2001/2002 Capital Expenditure C/Fwd - Balance to raise		Total Maturing Later		0			0
Proposed 2003/2004 Renewal Loan Borrowings		Total Maturing Later		10,556,000	0	590,000	11,146,000
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	-798,554	-24,379,754
Total Council Loans (Estimated 30 June 2004)				95,129,000	96,820	1,067,050	96,292,870
TOTAL MATURITIES DURING 2003/2004				23,542,200	39,000	798,554	24,379,754
FINANCED BY:							
Renewal Loans to Raise				10,556,000		590,000	11,146,000
Debt Repayment Reserve Drawings				2,147,397			2,147,397
Loan Repayment Reserve Drawings				0			0
Sinking Funds Withdrawn				9,338,803	39,000	120,000	9,497,803
Table Loans Principal from Housing Funds						88,554	88,554
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	798,554	24,379,754

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					19,000	19,000
Total Interest - Seperate Loans						66,357	66,357
Total Interest Expense All Loans	2003/2004			7,501,542	6,840	66,357	7,574,740
<u>Less</u> CCC Interest Recovery from Jade Stadium Ltd (Refer Corporate Revenues)				-2,913,265			-2,913,265
<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				-3,723,265	-6,840	-47,357	-3,777,463
NET INTEREST EXPENSE TO COUNCIL 2003/2004 (To Table V)				3,778,277	0	19,000	3,797,277
Contributions to Loan Principal Repayment Provisions							
Sinking Fund Instalments				694,086		27,655	721,741
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				4,629,667	0	27,655	4,657,322
NET LOAN SERVICING COSTS TO COUNCIL 2003/2004				8,407,944	0	46,655	8,454,599

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			-2,147,397			-2,147,397
Drawings - Capex Funding & Other Movements	2003/2004	For CCC Capex		-24,250,873			-24,250,873
Estimated Balance Debt Repayment Reserve 30 June 2004				26,606,766			26,606,766
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		12,268,087	1,629,728	92,803	13,990,618
Contribution to Sinking Funds	2003/2004			694,086	0	27,655	721,741
Earnings Accruing to Sinking Funds	2003/2004			550,584	84,631	5,484	640,699
Drawings from Sinking Funds	2003/2004	Principal		-9,338,803	-39,000	-120,000	-9,497,803
Drawings from Sinking Funds	2003/2004	Interest			-6,840		-6,840
Estimated Balance Sinking Funds 30 June 2004				4,173,954	1,668,519	5,942	5,848,415
TERM PUBLIC DEBT ESTIMATED 30 JUNE 2004				58,456,769	-1,571,699	1,061,108	57,946,178
TERM PUBLIC DEBT ESTIMATED 1 JULY 2003				16,653,195	-1,493,908	1,182,801	16,342,088
NET INCREASE (DECREASE) 2003/2004				41,803,574	-77,791	-121,693	41,604,091

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 OPENING BALANCE 1/7/2003	REVENUE			TOTAL REVENUE	EXPENDITURE		PROJECTED BALANCE 30/6/2004
		CONTRIBUTIONS	APPROPRIATIONS	int rate 5.50% INTEREST		PURCHASES	APPROPRIATION	
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	122,985			122,985	27,852		-104,801
Accident Insurance Reserve Fund	1,467,911		0	80,735	80,735			1,548,646
Town Hall Education Fund	35,957			0	0	12,000		23,957
Library Book Purchase Fund	178,362			0	0	0		178,362
TOTAL - GENERAL SPECIAL FUNDS	108,999,961	122,985	1,713,532	473,655	2,310,172	0	1,845,740	109,464,393
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, & CIVIC FACILITIES								
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 - RECREATION & PROMOTION	64,134	0	12,519	2,839	15,358	0	12,519	66,973
Note 1 : Part of these funds are curently on loan and not reflected by cash in the bank								

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
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
PROPERTY								
Housing Development Fund	7,742,108		3,385,673	425,816	3,811,488		2,850,040	8,703,557
Endowment Land Reserve (Property)	499,614			0	0		499,614	0
TOTAL - PROPERTY	8,241,723	0	3,385,673	425,816	3,811,488	0	3,349,654	8,703,557

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	
ROADING								
Road & Property Purchase Res.	100,473			0	0	100,473		0
City Streets Subdivision Contributions Fund	0	90,000			90,000	90,000		0
TOTAL - ROADING	100,473	0	90,000	0	90,000	0	190,473	0
PARKS AND WATERWAYS								
Cash In Lieu of Reserves - Suburbs	1,811,337	2,750,000		99,624	2,849,624	3,212,044		1,448,917
Cash In Lieu of Reserves - Central	1,469,043	200,000		80,797	280,797	112,936		1,636,903
Land Drainage Cost Share Fund - Other	0	100,000			100,000	100,000		0
Land Drainage Cost Share Fund - Snellings Drain					0			0
Land Drainage Cost Share Fund - Heathcote Valley					0			0
TOTAL - PARKS AND CASH IN LIEU	3,280,380	0	3,050,000	180,421	3,230,421	0	3,424,980	3,085,820
CITY WATER & WASTE								
Water Supply Upgrading Reserve	2,258,609	627,000		124,223	751,223	350,000		2,659,832
Water Supply Cost Share Fund - Worsleys Spur	0	5,000			5,000	5,000		0
Water Supply Cost Share Fund - Mt Pleasant	0	30,000			30,000	30,000		0
Water Supply Cost Share Fund - Other	0	5,000			5,000	5,000		0
Waste Water CWTP Capacity Upgrade Fund	0	738,000			738,000	738,000		0
Waste Water Cost Share Fund	0	20,000			20,000	20,000		0
Waste Water Reticulation Capacity Upgrade Fund	0	500,000			500,000	500,000		0
History of CDB	43,119			0	0	43,119		0
Burwood Landfill Stage 2C Aftercare Fund	3,256,543	763,500		179,110	942,610	0		4,199,153
Businesscare - Commercial Waste Minimisation	72,920	0		4,011	4,011	0		76,931
TOTAL - CITY WATER & WASTE	5,631,191	0	2,688,500	307,344	2,995,844	0	1,691,119	6,935,916
TOTAL SPECIAL FUNDS	127,805,034	122,985	11,393,224	1,462,426	12,978,635	0	10,664,486	130,119,183

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	int rate	PURCHASES		APPROPRIATION		
	BALANCE	APPROPRIATIONS	5.50%					
	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)	0							0
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	482,917	0	0	26,472	26,472	0	68,581	440,808

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	215,985,606	223,651,488	230,145,427	231,621,753	233,094,526	233,245,710	234,337,118	236,187,191	237,306,733	238,585,314
Depreciation	63,625,764	64,242,954	64,854,398	64,732,162	65,178,798	65,904,834	65,888,703	66,140,792	66,718,357	67,183,384
Provision for Inflation	0	2,246,656	4,651,027	7,238,323	9,886,402	12,623,691	15,446,084	18,350,489	21,354,585	24,444,970
Interest Expense	7,508,383	8,691,892	10,079,225	12,643,189	15,350,022	17,581,203	18,564,430	20,090,360	21,646,061	22,660,601
Total Operating Expenditure	287,119,752	298,832,990	309,730,077	316,235,427	323,509,747	329,355,438	334,236,335	340,768,832	347,025,736	352,874,268
Ordinary revenues	-103,652,823	-105,679,563	-105,431,662	-106,456,110	-106,116,517	-104,749,727	-104,562,965	-104,332,864	-104,142,092	-103,705,934
Interest and Dividends from CCHL	-28,200,000	-29,100,000	-29,500,000	-30,300,000	-31,300,000	-32,000,000	-32,800,000	-33,770,000	-34,620,000	-34,905,218
Interest Received	-14,733,449	-14,217,988	-13,430,970	-13,652,719	-14,032,013	-14,554,241	-14,939,307	-15,879,156	-16,733,697	-17,350,444
Rates	-154,892,946	-162,533,643	-169,595,524	-176,785,553	-188,420,148	-199,091,006	-207,528,070	-216,106,512	-224,671,376	-233,123,769
Deficit/Surplus(-)	-14,359,467	-12,698,204	-8,228,080	-10,958,956	-16,358,931	-21,039,536	-25,594,007	-29,319,700	-33,141,428	-36,211,096
Percentage Rate Increase	2.81%	3.60%	3.08%	3.02%	5.39%	4.55%	3.20%	3.14%	3.01%	2.85%
CITY COUNCIL CAPITAL ACCOUNT										
Gross Capital Expenditure	97,535,385	116,600,692	103,895,375	105,892,150	114,379,272	89,387,044	91,219,152	94,387,468	91,024,754	94,819,864
Provision for Debt Repayment	4,629,667	4,265,581	4,873,707	6,036,778	7,251,896	8,548,248	9,231,288	9,811,590	10,627,824	11,305,318
Provision for Inflation	0	2,277,443	4,073,680	6,306,157	8,847,499	9,109,260	11,277,881	13,759,545	15,310,704	18,144,162
CCFL Equity/Loan Investment	24,000,000	0	0	0	0	0	0	0	0	0
Total Capital Costs	126,165,052	123,143,716	112,842,762	118,235,085	130,478,667	107,044,552	111,728,321	117,958,603	116,963,281	124,269,343
Funded by:										
Depreciation + Surplus(deficit)on operations	-69,678,591	-68,118,232	-63,787,209	-66,020,462	-71,295,712	-76,060,154	-79,830,586	-82,962,780	-86,454,041	-88,971,215
Capital Repayment/Sale of Assets in Total	-2,190,449	-3,654,670	-4,111,707	-4,023,840	-8,848,600	-3,766,009	-8,827,393	-4,077,804	-4,235,731	-9,405,412
Funded from Debt Repayment Reserve	-24,250,873	-26,606,766	0	0	0	0	0	0	0	0
Reserves etc	-4,695,138	-3,919,318	-5,624,808	-7,146,844	-7,122,626	-4,450,377	-3,726,947	-3,710,222	-3,690,389	-3,668,233
External Funding for Capital Projects	-500,000	-573,870	-550,000	-540,000	0	0	0	0	0	0
Council Borrowing required/Surplus(-)	24,850,000	20,270,860	38,769,038	40,503,939	43,211,730	22,768,012	19,343,396	27,207,796	22,583,121	22,224,483

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	96,292,870	116,313,058	155,021,345	195,487,463	238,672,020	261,421,751	280,719,543	307,917,867	330,500,988	352,725,471
less Sinking Funds & Debt Repayment Reser	-38,346,692	-16,556,568	-22,313,467	-29,481,980	-38,259,880	-48,816,917	-60,637,630	-73,688,785	-88,273,987	-104,338,869
Term Debt	57,946,178	99,756,490	132,707,878	166,005,483	200,412,140	212,604,835	220,081,913	234,229,082	242,227,001	248,386,603
less Reserve Funds	-130,559,991	-134,576,170	-137,278,110	-138,627,553	-140,186,782	-144,584,274	-149,862,727	-155,386,934	-161,144,911	-167,140,379
Nett Debt	-72,613,813	-34,819,679	-4,570,232	27,377,930	60,225,358	68,020,561	70,219,186	78,842,148	81,082,090	81,246,224
Total Assets	4,021,477,834	4,073,958,345	4,114,561,296	4,159,703,600	4,210,702,973	4,241,428,434	4,276,209,371	4,316,369,288	4,354,153,985	4,398,117,598
Realisable Assets	1,943,931,846	1,945,638,048	1,947,061,892	1,948,203,380	1,949,062,511	1,949,639,285	1,949,933,702	1,949,945,762	1,949,675,465	1,949,122,811
CHRISTCHURCH CITY HOLDINGS LTD										
INCOME STATEMENT										
Dividends Received	33,423,472	33,698,685	33,907,328	34,250,251	36,719,447	38,434,071	38,458,441	39,349,251	40,255,937	41,178,880
Interest and Other Income	8,388,828	10,171,899	11,463,216	13,050,208	14,117,898	14,865,256	15,486,089	16,816,442	18,720,362	19,441,067
Total revenue	41,812,299	43,870,584	45,370,543	47,300,459	50,837,345	53,299,327	53,944,531	56,165,693	58,976,299	60,619,947
Interest on Debt	-11,493,175	-12,596,281	-14,367,404	-16,517,062	-17,080,554	-17,712,722	-18,375,948	-19,281,585	-20,870,005	-22,209,887
Underwriting and Other costs	-976,552	-766,949	-789,247	-806,848	-842,058	-856,860	-870,956	-908,501	-929,510	-945,177
Net profit	29,342,573	30,507,354	30,213,892	29,976,549	32,914,733	34,729,746	34,697,627	35,975,608	37,176,784	37,464,883
less dividends to CCC	-28,200,000	-29,100,000	-29,500,000	-30,300,000	-31,300,000	-32,000,000	-32,800,000	-33,770,000	-34,620,000	-34,905,218
Retained Earnings/Debt repayment	1,142,573	1,407,354	713,892	-323,451	1,614,733	2,729,746	1,897,627	2,205,608	2,556,784	2,559,665
BALANCE SHEET										
Shareholders Funds	722,159,609	723,566,963	724,280,855	723,957,404	725,572,136	728,301,882	730,199,509	732,405,117	734,961,901	737,521,566
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	163,128,000	196,946,000	236,082,000	258,856,000	272,944,000	284,937,000	293,833,000	313,461,000	343,862,000	355,662,000
Total SHF & Liabilities	888,539,609	923,764,963	963,614,855	986,065,404	1,001,768,136	1,016,490,882	1,027,284,509	1,049,118,117	1,082,075,901	1,096,435,566
Current Assets	5,627,609	6,910,963	7,499,855	7,150,404	8,765,136	11,494,882	13,392,509	15,598,117	18,154,901	20,714,566
Investment in Trading Enterprises	882,912,000	916,854,000	956,115,000	978,915,000	993,003,000	1,004,996,000	1,013,892,000	1,033,520,000	1,063,921,000	1,075,721,000
Total Assets	888,539,609	923,764,963	963,614,855	986,065,404	1,001,768,136	1,016,490,882	1,027,284,509	1,049,118,117	1,082,075,901	1,096,435,566
Consolidated Debt of CCC & CCHL	162,744,178	204,605,490	237,607,878	270,956,483	305,363,140	317,555,835	325,032,913	339,180,082	347,178,001	353,337,603

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	4.05%	5.02%	5.77%	6.51%	7.25%	7.49%	7.60%	7.86%	7.97%	8.03%
TermDebt/Realisable Assets	8.37%	10.52%	12.20%	13.91%	15.67%	16.29%	16.67%	17.39%	17.81%	18.13%
Net Interest cost/Operating Revenue	-0.62%	-0.32%	0.38%	1.16%	1.65%	1.98%	2.07%	2.04%	2.03%	2.18%
Nett Debt/Funds Flow from Operations	0.42	0.92	1.40	1.80	2.04	1.97	1.92	1.92	1.85	1.79
<p>Note: Term debt is net of sinking funds & reserves provided specifically for debt repayment</p> <p>Nett Debt is after deduction of all accumulated cash reserves</p> <p>Funds Flow from Operations is the operating cash surplus (excludes depreciation)</p>										
KEY ASSETS/ LIABILITIES OF CCC & CCHL										
Gross Debt	201,090,870	221,162,058	259,921,345	300,438,463	343,623,020	366,372,751	385,670,543	412,868,867	435,451,988	457,676,471
Less Sinking Funds & Debt Repayment Rese	-38,346,692	-16,556,568	-22,313,467	-29,481,980	-38,259,880	-48,816,917	-60,637,630	-73,688,785	-88,273,987	-104,338,869
Term Debt	162,744,178	204,605,490	237,607,878	270,956,483	305,363,140	317,555,835	325,032,913	339,180,082	347,178,001	353,337,603
Less Reserve Funds	-130,559,991	-134,576,170	-137,278,110	-138,627,553	-140,186,782	-144,584,274	-149,862,727	-155,386,934	-161,144,911	-167,140,379
Net Debt	32,184,187	70,029,321	100,329,768	132,328,930	165,176,358	172,971,561	175,170,186	183,793,148	186,033,090	186,197,224
TOTAL ASSETS	4,021,477,834	4,073,958,345	4,114,561,296	4,159,703,600	4,210,702,973	4,241,428,434	4,276,209,371	4,316,369,288	4,354,153,985	4,398,117,598
REALISABLE ASSETS	1,943,931,846	1,945,638,048	1,947,061,892	1,948,203,380	1,949,062,511	1,949,639,285	1,949,933,702	1,949,945,762	1,949,675,465	1,949,122,811

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
	ART GALLERY					
	Asset Improvement	Unable to implement within timeframe, reassess visitor requirements post opening	21,000	21,000	-	21,000
	New Assets	Unable to implement within timeframe due to other priorities	25,000	22,000	21,727	3,273
	Restricted Asset	Collection acquisitions are not available on a planned basis	226,381	55,000	221,839	4,542
	New Christchurch Art Gallery	Currently under investigation to add equipment to enable the HVAC boiler to operate on both gas and diesel. Insufficient time to complete investigations and implement outcomes.	50,000	50,000	-	50,000
	CAR PARKING					
	Palmtop Ticketing Equipment	Equipment purchase delayed pending the availability of 'bluetooth' capable hardware.	244,180	244,180	-	244,180
	Parking Control Equipment	Purchase delayed in order to integrate control equipment with pedestrian pay system in 03/04	127,500	127,500	-	127,500
	Parking Meters	To re-install multibay parking meters in Dundas St when the upgrading of this street is completed.	25,500	21,775	3,725	21,775
	Ballantynes/Yee development	To be retained pending rectification of construction deficiencies by the contractor	193,284	53,984	128,868	64,416
	Parking Control Equipment	Committed, but in transit in the Pacific as at 30 June 2003	153,000	153,000	-	153,000
	CITY STREETS					
	PAVEMENT REPLACEMENT					
	New Brighton Rd	Delays due to consultation and planning, physical works completion 03/04	658,802	319,000	206,713	452,089
	STRUCTURE RENEWALS					
	Retaining walls Renewals	Negotiation with property owner was held up. Contract is now let	64,020	61,000	3,310	60,710
	Bridge Renewals	Fitzgerald Ave - difficult ground conditions discovered - requires further analysis.	221,528	221,585	2,592	218,936
	Bridge Renewals (Buxton Tce Footbridge)	P&WW project may affect our project, need to wait for their decisions	49,218	48,844	446	48,772
	PUBLIC TRANSPORT INITIATIVES					
	Colombo Street Traffic Management	Research still continuing, and linked to Central City Traffic Modelling	50,000	48,349	4,036	45,964
	RTI associated work	Delay in the installation of RTI sites	30,000	20,000	9,640	20,360
	Kainga Road Bus Shelter	Bus route in area still being assessed	8,720	8,720	-	8,720
	SIGNS					
	Advanced Directional Signs	Requiring conformation of CCC/Transit NZ road swap	53,060	24,000	50,363	2,697
	SIGNALS					
	Traffic Signal upgrade	Contracts let but not complete at end of financial year	351,310	303,161	48,149	303,161

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
	<i>REAL TIME INFORMATION</i>					
	RTI Installation	Current Contract and orders for ongoing work	478,624	364,225	27,025	451,599
	<i>PROPERTY PURCHASE</i>					
	Southwark Street	Final legal fees	9,371	8,391	1,058	8,313
	Stewart Street	Final legal fees	7,649	7,054	595	7,054
	Taylor's Mistake Road	Final legal fees	8,878	7,258	1,620	7,258
	Riccarton/Straven	To complete property purchase	27,917	27,836	270	27,647
		Transfund Subsidy	-	(13,361)	-	(13,271)
	Blenheim Rd Property	Delayed due to consent issues	207,097	207,097	-	207,097
	Opawa Rd/Port Hills Road	Properties under negotiation	951,340	277,810	566,031	385,309
	<i>KERB AND CHANNEL ENHANCEMENT</i>					
	Charles Street	Delayed due to extended consultation requirements	32,482	14,121	26,443	6,039
	Barbour St Charles to end	Delayed due to extended consultation requirements	195,980	153,695	13,593	182,387
	Suffolk Street	Delayed completion due to tree planting	173,060	67,066	172,176	884
	<i>KERB AND CHANNEL RENEWAL</i>					
	Bamford Street	Delayed completion due to chipseal rework (NAASRA)	11,583	10,562	1,021	10,562
	Creyke Road	Living Streets project. Prolonged consultation has delayed design	447,629	228,846	79,615	368,014
	Hawford Road	Public meetings/consultation delayed design/construction	360,176	330,134	72,015	288,161
	Hinau Street	Delays caused by low productivity onsite	714,373	347,255	664,649	49,724
	Straven Road	Delayed completion due to minor omissions and defects	564,528	264,283	484,041	80,487
	Studholme Street	Delayed completion due to scope change	493,576	65,679	480,643	12,933
	Baker Street	Physical works reprogrammed for completion late July 2003 by agreement.	859,698	841,787	206,150	653,548
	Centaurus Rd (Austin Kirk – St Martins)	Extended consultation delays	78,469	54,253	26,006	52,463
	Harakeke Street	Consultation and possible conversion delayed the design	33,543	26,939	14,234	19,309
	Innes Road	Delayed completion due to rework	186,911	63,495	143,649	43,262
	Lyttelton Street	Contract has been tendered, yet to start	385,483	334,078	210,290	175,193
	Mackworth Street	Planning completed, Design phase started	74,765	65,007	35,978	38,787
	Merivale Lane	Completion delayed due to minor omissions and defects	355,839	36,867	353,851	1,988
	New Brighton Rd	Delays due to consultation and planning, physical works due for completion 03/04	303,328	227,406	77,582	225,746
	Station Road	Planning continuing	12,082	9,619	5,904	6,178
	Stewart Street	Delays caused by low productivity onsite	353,158	127,509	300,053	53,105
	Studholme Street	Physical works delayed by consultation and planning	9,065	7,930	6,516	2,549
	Wainoni Rd (Avonside - Shortland)	Planning/consultation not complete	2,085	2,085	-	2,085
	Weka Street	Residents conversion issues are delaying design	39,693	38,593	11,734	27,959
	Thorrington Rd	Delays due to extended consultation and inclusion of Woodbridge	28,272	5,558	44,786	-
	Wherstead	Delays due to extended consultation and inclusion of Woodbridge	5,639	5,353	286	5,353
	Bellamy Avenue	Planning continuing	14,182	7,253	8,306	5,876
	Bordesley Street	Consultation completed, going to Board for sign off	28,174	11,876	14,668	13,506
	Edward Avenue	Planning/consultation not complete	17,765	9,380	9,881	7,884

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
	Grants Road	Living Streets project. Planning/consultation not complete and is continuing	49,265	49,234	3,633	45,632
	Hastings St East (Vienna - Wilsons)	Planning/consultation not complete	23,174	20,971	2,203	20,971
	Innes Road	Drainage issues to be resolved, consultation to commence	22,182	18,281	13,110	9,072
	Kinsey Terrace	Delayed due to extended consultation requirements	54,265	43,245	16,796	37,469
	Manning Place	Schemes developed. Consultation to take place	17,082	13,131	4,991	12,091
	Mary Street	Living Street project. Planning/consultation not complete and is continuing	54,165	24,511	33,386	20,779
	Mathias St (Mays - Chapter St)	Planning/consultation not complete	17,182	7,325	10,616	6,566
	Newnham Tce (Riccarton - Hanrahan)	Planning/consultation not complete	23,174	12,365	12,915	10,259
	St Martins Rd (Centaurus – Gamblins)	Extended consultation delays	17,182	14,373	2,809	14,373
	Straven Road	Property issues at Riccarton/Clarence has delayed consultation and design	70,801	68,495	7,024	63,777
	Totoru St (Kahu – Puriri Nth)	Planning/consultation not complete	23,174	15,749	13,772	9,402
	Burlington Street	Delays due to consultation and planning, physical works due for completion 03/04	310,273	207,123	124,355	185,918
	Cleveland Street	To complete consultation	7,082	5,172	6,086	996
	Frank Street	Living Street project. Planning/consultation not complete and is continuing	28,965	26,393	2,572	26,393
	Barbour Street	Delayed due to extended consultation requirements	3,074	3,074	-	3,074
	Canon Street	To complete consultation and design	17,082	14,132	8,331	8,751
	Simeon Street	Delayed completion due to minor omissions and defects	273,418	15,960	265,881	7,537
	Geraldine Street	Planning/consultation not complete	4,066	4,004	62	4,004
	Wainui St (Riccarton - Peverel)	Planning/consultation not complete	4,065	4,065	99	3,966
	Winchester Street	Planning/consultation not complete	2,082	2,082	-	2,082
	<i>CYCLEWAYS</i>					
	Blenheim Road (Deans to Clarence)	Delays on project due to the delays on the Blenheim Road deviation	10,000	9,520	1,317	8,683
	Shirley Area Cycleways	Property purchase to be completed	30,000	30,000	-	30,000
	Annex Road	Delayed completion due to scope change	170,000	34,101	163,434	6,566
		Transfund Subsidy	-	(16,368)	-	(3,152)
	Bealey Ave	Technical concerns have delayed planning and consultation	18,625	16,349	6,025	12,600
	Heaton St/St Andrews "bubble"	April PCG Community rejected the scheme	68,210	64,131	6,552	61,658
		Transfund Subsidy	-	(30,783)	-	(29,596)
	Blighs Road signals	Transrail resources for their component of the work have delayed construction	84,500	95,458	9,440	75,060
		Transfund Subsidy	-	(45,820)	-	(36,029)
	Strickland Street	Consultation issues have delayed design/construction	17,667	8,232	3,816	13,851
		Transfund Subsidy	-	(3,951)	-	(6,648)
	Aranui High "bubble"	Site identification and planning continuing	8,500	8,500	-	8,500
	Lincoln Rd (Clarence – Moorhouse)	Planning/consultation not complete	7,000	6,881	1,081	5,919

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
	<i>MAJOR AMENITY IMPROVEMENTS</i>					
	Cathedral Square Childrens Art	Waiting on final option for Stage V	35,314	35,049	5,994	29,320
	Cathedral Square Stage V	Schemes developed with consultation to take place	732,583	679,100	95,761	636,822
	Latimer Square Stage 1 (Worcester - Manchester)	Delayed completion due to kerb & channel rework	235,136	52,898	191,195	43,941
	Pedestrian and Cycle Facilities	Planning continuing	34,336	11,322	23,838	10,498
	Service Lanes Walkways	Delayed completion due to minor omissions and defects	82,859	33,171	66,673	16,186
	Beresford Street	Planning continuing	200,000	195,758	158	199,842
	Cashel Mall upgrade	Schemes developed with consultation to take place after Council seminar	66,968	50,065	20,217	46,751
	New Brighton Mall Redevelopment	Planning continuing	210,000	258,210	117,067	92,933
	Latimer Square	Road stopping issues	221,000	186,715	40,366	180,634
	New Rubbish bins Inner City	Delay to start to allow for this work to tie in with the City mall redevelopment	50,000	32,900	18,001	31,999
	Worcester Oxford Pedestrian crossing	Planning continuing	16,524	11,000	6,442	10,082
	<i>ROAD NETWORK IMPROVEMENTS</i>					
	Centaurus Road Traffic Management	Planning is continuing. Working through traffic management issues with residents	96,000	90,459	6,266	89,734
	Bealey/Carlton/Harper/Park	Investigation and assessment process is slow and protracted.	15,000	13,933	5,154	9,846
	Woolston Burwood Expressway Stage 2	Delayed completion due to minor omissions and defects. Stage 1B mediation	2,703,840	929,921	2,524,445	179,395
	Ferry Rd/Humphreys Dr	Property negotiations underway	520,656	332,794	194,985	25,671
		Transfund Subsidy	-	(159,741)	-	(156,322)
	Fendalton Road Landscaping	Physical work programmed for 03/04 completion	55,000	55,000	-	55,000
	Langdons/Sawyers Arms Link Road	Dependant on Mall development being completed	2,072,625	221,400	1,836,020	221,400
	Langdons/Sawyers Arms Traffic Management	Consultation delayed implementation	202,795	196,000	34,899	167,896
	Blenheim Rd Deviation	Delayed due to consent issues	302,587	125,731	292,267	10,320
	Amyes/Goulding/Shands	Transit project of which CCC are contributing finance at this intersection	34,014	11,697	25,767	8,247
	Clarence/Riccarton/Straven Intersection	Property purchase to be completed	48,840	36,725	17,105	31,735
		Transfund Subsidy	-	(17,628)	-	(15,233)
	Travis Road Traffic Management	Planning is continuing	37,975	6,952	35,054	2,921
	Halswell Junction Rd/Waterloo Rd	Contractor has started late due to other work commitments	126,896	2,559	106,967	19,929
	Ferrymead Bridge	Site investigations and options being looked at	120,000	72,596	74,217	45,783
	Jubilee Street Extension	Delayed completion due to scope change	507,798	190,186	499,519	8,279
	<i>NEIGHBOURHOOD IMPROVEMENTS</i>					
	Nayland Street Pedestrian Refuge Island	Planning continuing	20,000	19,803	874	19,126
	Plaques to mark winning streets	Guidance on plaque location still to be provided	3,000	3,000	-	3,000
	Public Seating	Sites to be identified for construction	2,500	2,077	423	2,077

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
	Street Safety/Pedestrian Projects F/W	Late funded by Board, project identified, planning/consultation to be completed	45,000	45,000	725	44,275
	Minor works - Edward Ave/Allard St	Contractor has delayed start to physical works due to other commitments	22,100	15,889	17,443	4,657
	Aynsley Terrace Traffic Calming	Delays in working through Resource Consent issues delaying planning phase	323,968	206,728	60,292	263,676
	Dominion/Milton	Contractor has delayed start to physical works due to other commitments	40,000	36,281	4,568	35,432
	Aymes/Trevor	Delays due to consultation and scheme review	30,000	11,380	6,125	23,875
	Birdwood @ Waimea	Contractor has delayed start to physical works due to other commitments	53,000	42,609	39,353	13,647
	Brynley Street	Contractor has delayed start to physical works due to other commitments	63,000	55,171	10,121	52,879
	Fifield Tce/Ensors Rd	Works have been tendered	32,000	11,587	27,136	4,864
	Foremans Road	Contractor has delayed start to physical works due to other commitments	75,000	37,768	47,759	27,241
	Glynne Crescent	Contractor has delayed start to physical works due to other commitments	46,000	37,621	39,483	6,517
	Jones Road	Project over budget, review of options to be investigated	30,000	25,212	6,974	23,026
	Wycola Street	Contractor has delayed start to physical works due to other commitments	89,000	55,981	55,756	33,244
	Roberts Road	Project over budget, review of options to be investigated	35,176	18,742	4,233	30,943
	Fifield Terrace	Delayed completion due to scope change and rework	90,000	63,126	74,047	15,953
	Main Rd Area Entrance	Planning continuing	15,000	14,249	1,186	13,814
	Marriner St Ped Island	Under construction - variations have affected contractor's ability to complete.	21,000	15,698	4,442	16,558
	<i>NEW CONSTRUCTION / PATHS</i>					
	Taylor's Mistake Road Stage 2	Contractor has delayed start to physical works due to other commitments	404,548	276,902	291,095	113,453
	Muritai Terrace	Contractor has delayed start to physical works due to other commitments	27,020	18,951	20,654	6,366
	Main Road Amenity Planting	Projects to be planted have just been identified	75,000	73,725	1,471	73,529
	<i>SEAL EXTENSION</i>					
	Murphys Road	Consultation/design to be completed	5,100	5,007	3,789	1,311
	<i>SAFETY WORKS</i>					
	Pedestrian Safety Initiatives	Split into two projects - both delayed due to consultation or technical assessment	101,262	95,012	39,654	61,608
	Road Safety at Schools	Late start to physical works on 3 separate projects	101,500	54,033	78,221	23,279
	Safe Routes to School	Late scope change to Various Roading Projects 1 (Vagues Road)	86,368	56,782	62,375	23,993
	Aldwins / Ensors / Ferry Intersection Improvements	Delayed completion due to minor omissions and defects	183,874	165,094	169,057	14,817
		Transfund Subsidy	-	(79,245)	-	(7,112)

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
	Bealey / Fitzgerald Avenue Intersection Improve	Contractor has delayed start to physical works due to other commitments	116,235	89,054	95,216	21,019
		Transfund Subsidy	-	(42,746)	-	(10,089)
	Cashmere Rd/Penruddock Rise	Delays due to consultation and scheme review	82,000	71,190	12,990	69,010
	Marshlands / Lower Styx	Consultation issues delayed design/consultation	44,990	23,368	35,804	9,186
		Transfund Subsidy	-	(11,217)	-	(4,409)
	Dyers Pass Road Guardrail at bends	Unspent Blackspot Remedial Works Funds Transferred to supplement budget	14,661	11,675	4,358	10,303
	<i>LIGHTING CONVERSION - CAPITAL</i>					
	Creyke Road	Part of K&C project. Living Streets, consultation delayed design/construction	26,799	61,570	268	26,531
	<i>LIGHTING UPGRADES</i>					
	Merrin St	The Lighting Upgrade projects where put on hold in May as a Council initiative to help save power when the power crisis was on. The reason being that the new lights consume more power. The delay mean't the work was not completed at 30 June.	21,504	14,838	14,603	6,901
	Avonhead Rd	as above	93,089	85,564	58,403	34,686
	Roydvale Ave	as above	14,023	9,518	8,329	5,694
	Roydvale Ave	as above	77,596	39,724	30,786	46,810
	Waimairi Rd	as above	40,000	25,566	20,066	19,934
	Ilam Road	as above	39,775	26,016	26,233	13,542
	Ilam Road	as above	75,366	52,284	45,820	29,546
	Langdons Rd	as above	47,571	39,573	22,142	25,429
	Montreal St	as above	49,653	25,295	19,164	30,489
	Wordsworth St	as above	52,700	31,036	22,532	30,168
	Minor Works lighting	Projects on hold due to power crisis	54,122	35,000	20,966	33,156
	Streetlight improvements	Projects on hold due to power crisis	244,078	90,000	122,918	90,000
	<i>PROPERTY SALES</i>					
	Woolston / Burwood	Property sales continuing after construction	(100,000)	(100,000)	-	(100,000)
	<i>LIGHTING CONVERSION - OPERATIONAL</i>					
	Creyke Road	Living Streets project, consultation has delayed design/construction	244,855	244,855	36,000	208,855
	Fendalton Road	To complete conversion due to road works	438,050	300,000	381,476	56,574
	<i>SIGNAL MAINTENANCE - OPERATIONAL</i>					
	Miscellaneous Upgrading	Contract let but not complete at end of financial year	483,300	208,612	358,009	125,291
	Public Transport Initiatives/Planning	Progressing public transport and alternative travel initiatives such as Green Travel Plan, Car Free Day & Go Smarter pilot	85,140	50,234	34,906	50,234
	<i>ROAD SAFETY</i>					
	Community Alcohol Action Programme	LTSA Funding for Crash Bash projects to be completed in 03/04	74,580	14,580	60,538	14,042

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
	PROPERTY - MANAGEMENT					
8.6.7	Turners & Growers Site	Need to carry forward the contingency for contamination because the risk still exists	60,000	60,000	-	60,000
8.6.7	Surplus Land - Old Ferrymead Dump	Delays in getting Resource Consents	251,000	251,000	20,054	230,946
8.6.9	Owles Terrace	Project for sale delayed	60,000	47,000	13,708	46,292
8.6.9	Westminster St Yard	Project for sale delayed	40,000	40,000	-	40,000
8.6.9	Ferrymead Park	Delays in getting Resource Consents	536,934	460,000	83,249	453,685
8.6.9	Bexley Property (109 Bexley Rd)	Report on options being prepared for Council now.	67,500	67,500	322	67,178
8.6.9	Bexley Property (109 Bexley Rd) Sales	Report on options being prepared for Council now.	(140,000)	(35,000)	-	(35,000)
8.6.9	Clearbrooke St	Held up because of legal implications	12,500	12,500	-	12,500
8.6.9	Clearbrooke St Sales	Held up because of legal implications	(80,000)	(80,000)	-	(80,000)
	PROPERTY - ASSET MANAGEMENT					
8.9.26	Canterbury Provincial Chambers	Works deferred until review of conservation plans	130,000	100,000	35,400	94,600
8.9.21	Sign of the Takahe	Works deferred until review of conservation plans	110,000	100,000	652	109,348
8.9.23	Old Municipal Chambers	Works deferred until review of conservation plans	110,000	100,000	9,629	100,371
8.9.24	Thomas Edmond Band Rotunda	Works deferred until review of conservation plans - internal guttering nearing end of life	25,000	20,000	2,325	22,675
8.9.28	Nurses Chapel	Contingency for potential water damage to sub foundation due as a result of the construction activity at the hospital site	20,000	20,000	94	19,906
8.9.20	Bromley Community Centre	Operational spend was dependant on capital works upgrade currently in the RFP process. Capital work has not proceeded.	30,000	30,000	864	29,136
8.9.35	Provincial Chambers	Stakeholder consultation over maintenance being finalised	690,745	690,745	9,256	681,489
8.9.32	Comm Prop - Furniture & office Equip RR	Late fulfilment of new resource requirement led to purchases not complete in 02/03	16,421	10,000	2,215	10,000
8.9.32	Comm Prop - Computer Equip	Systems upgrade to SAP - resource issue prevented delivery	95,320	92,264	2,053	93,267
8.9.33	Avebury House	Final works being completed	206,509	35,000	88,839	117,670
8.9.33	Linwood SC Air Conditioning	Review of med-long term strategy resulted in works being deferred	85,873	79,717	4,519	81,354
8.9.32	St Albans Edu Care Centre	Haven't identified suitable site	10,000	10,000	-	10,000
8.9.32	Bishopdale Community Centre HVAC Upgrade	Review of future development options has deferred project	61,200	61,200	-	61,200
8.9.33	Bromley Community centre	Resource Consent in process; tender documentation in development	175,200	174,777	3,606	171,594
8.9.32	Nth New Brighton Community Centre Refurbishment	Additional funding requirements identified due to seismic issues - currently before Council for consideration	420,619	356,960	65,493	355,126
8.9.33	Riccarton Town Hall Disabled Access	Additional condition issues identified, property being reviewed in its entirety	30,600	30,600	-	30,600
8.9.32	Central Library Cooling Tower	Project in progress, work to follow controller upgrade	75,000	75,000	11,626	63,374
8.9.32	Central Library Lift Replacement	Project in progress, work to follow controller upgrade	156,000	24,321	68,820	87,180
8.9.32	Manchester Carpark Lift Overhaul	Other issues generated a review of priority	52,000	52,000	-	52,000

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
8.9.32	Bishopdale Community Centre - Floor Coverings	Review of future development options has deferred project	41,500	41,500	-	41,500
8.9.39	Fendalton Community Centre ex Lib	In progress completion due July	230,500	10,595	221,060	9,440
	Sth New Brighton Community Centre - Heaters	Deferred for review with development of Asset Management Plan	50,000	50,000	-	50,000
8.9.39	Upper Riccarton Library Development	Balance of funds for initial consultation fees for project	4,324	3,450	874	3,450
8.9.33	Linwood Library Air Conditioning	Review of med-long term strategy resulted in works being deferred	140,000	140,000	-	140,000
8.9.33	Upper Riccarton Community Centre	Initial recommendations for location at Hansons Reserve not favourable, investigating alternatives	145,000	145,000	-	145,000
8.9.33	Linwood Community Arts Centre Storage	Work in progress	17,000	4,200	798	4,200
8.9.32	Central Library Air Con	Controller upgrade work commencement July	108,000	108,000	-	108,000
	Lichfield St Parking Bldg Entrance Gate	Works completed - project closeout phase	52,700	10,000	44,081	8,619
8.9.34	Lichfield St Carpark Additional Lift	Works completed - project closeout phase	353,911	50,000	303,272	50,639
8.9.33	Shirley CC Structural Strengthening	Strategic review of future accommodation options	467,000	467,000	-	467,000
8.9.34	MPCU New Art Gallery	Uncompleted work	16,957,090	515,000	16,474,027	483,063
8.9.39	MPCU - South Christchurch Library & Service Centre	Uncompleted work	4,355,129	1,498,000	3,479,818	875,311
PROPERTY - HOUSING						
8.7.5	Residents lounge	Kevin Bennett (Housing team manager) has now reported to Council and gained approval for Residents lounge in vicinity of Brougham Village. Existing 03/04 allowance of \$147,000 insufficient. Land purchase and building costs \$410,000 - \$460,000	277,634	277,634	-	277,634
	Brougham Village fire protection	Design and spec completed for sprinklers. However cost estimate over budget. Therefore a review of alternate solutions being conducted. There is no allowance in the 03/04 budget and the carry forward is required to fund an solution to meet Fire regulations	275,000	240,403	12,581	262,419
	Norman Kirk fire protection	Design and spec completed for sprinklers. However cost estimate over budget. Therefore a review of alternate solutions being conducted. There is no allowance in the 03/04 budget and the carry forward is required to fund an solution to meet Fire regulations	275,000	252,921	6,610	268,390
		Housing Development Fund	-	(770,958)	-	(808,443)
COMMUNITY RELATIONS						
	Multicultural Operating	Development of an Intercultural Assembly (ICA) has presented opportunities to under take specific projects aimed at enhancing cultural diversity. Eg: Resource booklets. A carry forward of the balance should enable projects to be achieved with out requests for further funding.	50,000	30,000	17,055	32,945
6.1.14	Aranui Project	Ongoing project for Aranui Community Renewal; dependent on timing of project items coming to charge.	145,400	30,000	141,430	3,970

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
6.1.9	Northlands Youth Facility Fit out/Operate	Negotiation for proposed premises collapsed. Four alternative sites are presently being investigated. Still a need for this type of facility indicated. Funding support for three years for this project approved by Council in 2001.	35,000	35,000	-	35,000
6.1.text. 15	Community Centre (Rent) - Restell St	Negotiation for proposed premises collapsed. Four alternative sites are presently being investigated. Still a need for this type of facility indicated. Funding support for three years for this project approved by Council in 2001.	90,000	90,000	-	90,000
6.1.9	Heritage Awards	Change in time line for Award scheme.	5,000	3,857	2,435	2,565
6.1.9	Papanui Community Facility	Appropriate premises still not identified. Investigations still ongoing. Project approved by Council 2000	32,000	32,000	-	32,000
	Computer Experience Clubs	Because of the difficulties in establishing this initiative the Community Board has reallocated this fund to add to it's \$40,000 Community Workervote for 03/04 (Board resolution of 3 June 2003)	14,000	14,000	-	14,000
	Bus Patronage initiatives	This project involves a present working relationship with both ECAN and the University. The final form of support has not yet been agreed to.	10,000	10,000	-	10,000
	Planting/Garden City Image - selected sites	This initiative is based on the movement of the "Memorials" in Memorial Ave to the road side where they can be recognised by the public. The project involves a partnership with the RSA and discussions are presently ongoing.	5,000	5,000	231	4,769
	Streetscape Projects	While commitment has been made to a number of such projects it is not expected that these will be undertaken until later in this years planting programme.	5,000	5,000	-	5,000
	School initiatives support	The Community Board is presently working with a number of local Schools on local initiatives. It is not expected that all projects will be fully implemented by 30 June.	5,000	2,500	2,400	2,600
	Publications - Information sharing Newsletters	Quarterly Newsletters published, however an extra one is to be produced in mid July advising shift back to new centre. Carry forward required because of delay in opening, should have been mid July, now mid August	10,000	2,500	7,700	2,300
	Halswell Needs Study	Grant made by Community Board to social researcher to complete Halswell Needs Study ; project to commence in July 2003	17,960	9,000	7,360	9,000
	Community Development Health Project ; Broomfield / Hei Hei / North Hornby	Joint partnership between the Leisure Unit and Sockburn Advocacy Team . Position currently being advertised with project due to start July / August .	50,704	54,000	173	50,531
	Strategic Planning Hui and Plan & Cultural Assessment	Plan not due for completion until 25th July 2003 & Interviews will not be completed by 30th July - report September 30th 2003	10,000	10,000	1,967	8,033

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
	Out of School Care OSCAR in St Albans	This funding is to be allocated pending the programme providing proof that it has reinstated its incorporated society status	50,000	10,000	42,389	7,611
	After Sch Holiday Programme	\$14,551 of Board Project funds allocated to After School Programmes was returned to the Board for re-allocation. (Brd resolution 29/4/03) the Board reallocated it to the Rowley Resource Centre rental for 2003/04. This cannot be paid over at present as the Centre, Board and Property Unit are looking at a possible relocation of the Resource Centre to another building. This will not be finalised before 30 June.	68,945	8,500	60,449	8,496
	Community Development Research	The Community and leisure committee has requested that an evaluation report on Out Of School programmes on a metropolitan basis be undertaken. The contract will not be completed by 30 June.	33,882	20,000	5,717	20,000
	Community Development Fund	Carry forward agreed in 2002/2003 of 250,000, being 125,000 for the next two years. This is the second of those two years	160,932	125,000	-	125,000
	Travel Promotions	Reimbursement of International airfare by way of Sister City Prize	6,000	2,162	668	2,162
	CORPORATE EXPENSES					
	Lyttelton Marina	ongoing into 03/04	119,013	117,000	6,653	112,360
	Lyttelton Boating Facility	ongoing into 03/04	1,500,000	1,500,000	-	1,500,000
	Passport to the Millennium	Funding not received ex COCA, Lotteries Grants Board for 02/03 payments	(44,268)	(13,801)	(30,467)	(13,801)
3.1.4	Professional Fees	\$120,000 was allocated for LTCCP work in the 2002/03 financial year, on the understanding that Councils were required to produce their first LTCCP for the 2003/04 year, as per the Bill. Due to revised timing set out in the LGA, work on both the 2004/05 "Transitional" LTCCP and preparatory work on the 2006/07 LTCCP will now need to be undertaken in the 2003/04 year.	120,000	120,000	-	120,000
	Energy Efficiency Projects	Projects delayed until 2003/04	58,900	27,000	-	27,000
	Disaster Recovery Planning	A draft Chch City Disaster Recovery Plan has been compiled. However, there is still work to be undertaken to complete this project.	48,174	45,363	3,448	44,726
	Efficiency Project	Required to fund on going efficiency reviews	196,180	102,530	101,810	94,370
		PC Restructuring Fund	-	(102,530)	-	(94,370)
	Change Management Project	Required to fund on going change management projects	100,000	75,000	25,000	75,000
	Transwaste Canterbury Ltd	ongoing into 03/04	400,000	400,000	-	400,000

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
	CORPORATE OFFICE					
	Human Resources Directorate					
	Fixed Asset Purchases	Final costs to fit out Outside the Square training facility to be delayed until July 2003	7,500	4,500	3,236	4,264
	Information Directorate					
	City Development Group					
4.1.55	Professional Fees (External)	Required to support responding to City Plan references, subject to Environment Court timetable and complete Area Plans	115,000	Balance	21,458	93,542
4.1.53	Information & Research	Information and Research commitments for now agreed Area Plans Programme, Long Term Urban Development Strategy and Commercial Strategy, as per Urban Planning and Growth Committee priorities, including data purchase & LTCCP development	285,599	245,000	5,705	245,000
	Long Term Urban Development Strategy	Required for contract employment to undertake LTUDS, as per Urban Planning and Growth Committee priorities	116,895	Balance	85,207	31,688
	Commercial Strategy Development	Required for consultant commitments to complete commercial strategy, as per Urban Planning and Growth Committee priorities	100,000	Balance	21,442	78,558
	Project Feasibility Studies	Required to respond to recently-agreed CCMF priorities	109,405	Balance	20,000	89,405
	Central City Board Development Projects	2001/02 carry forward - held pending recent restructured CCMF identification of priorities; 'new' project requirements arising. Note: No new funding, 2002/03	169,160	Balance	14,859	154,301
	Central City Team Internal and External	Required for staff support of Central City projects. Note: Reduced new funding, 2003/04	322,445	Balance	56,844	265,601
	Special Character Area precinct Upgrade	Capital Endowment Fund	-	(145,945)	-	-
		Held pending CCMF Review of priorities; new likely to be committed in 2003/04 in light of these.	312,274	Balance	19,958	292,316
		Capital Endowment Fund	-	(311,774)	-	(291,816)
	Central City Park / Residential Development	Required to progress Turners & Growers Site Development Project	150,000	Balance	3,034	146,966
	Environment Conservation, Open Space Policy	Work already commissioned from Boffa Miskell, expected to be finished next financial year.	18,000	10,000	-	18,000
	Heritage					
4.1.57	Heritage Maintenance Grant	Approved payments pending	71,969	10,000	62,270	9,699
4.1.57	Heritage Emergency Grant	Approved payments pending	200,000	80,000	186,999	13,001
4.1.57	Heritage Dev Grant	Approved payments pending	30,000	30,000	-	30,000
4.1.57	Publications	Production committed, not completed	26,985	9,000	22,346	4,639
4.1.57	Heritage seismic reports	Commissioned, not completed	20,000	12,500	2,313	12,500
4.1.57	ChCh Cathedral	final contracts not completed	327,250	15,400	311,836	15,414
4.1.57	Portery grant	stained glass repair not completed	16,500	2,400	14,125	2,375

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
4.1.57	Archaeological Sites	Technical constraints/consultant unavailability	12,621	11,500	2,637	9,984
	Urban Design					
	Urban Renewal Projects	Urban Renewal Projects - Summary. Details of individual requests shown below	222,639	136,250	90,479	132,160
	Stanmore-Worcester shop enhancements	The Board has approved the enhancements, however the public consultation stage is still not resolved.	-	35,000	-	-
	Sculpture at Lincoln/Lyttleton Reserve	The Board has decided to defer this project until the Council's arts advisors can undertake the project.	-	13,000	-	-
	Edward Avenue Traffic calming	The remaining \$40,983 to be carried over to 03/04 - for a platform. Phase 1 was to introduce kerb build-outs, Phase 2 - City Streets to monitor traffic speeds and assess the need for a platform to further reduce traffic speeds if necessary.	-	40,983	-	-
	Sydenham Mainstreet Programme	The works straddle the financial years of 02/03 and 03/04. \$2,000 is needed for the Contract Supervision Fees. Purchase Orders for \$24,000 for physical enhancement works have already been raised.	-	2,000	-	-
	Canon Street tree pits/kerb build-outs	Protracted discussion over design due to non-conforming and non-legitimate businesses in the street and their parking demands. City Streets budget for this project: \$91,000	-	13,000	-	-
	Mature trees for Carisbrooke Reserve, Aranui	The 'Tree Spade', which moves big trees, has to be hired from Auckland. It will arrive at the end of June 2003 when, city-wide, all big tree moving works will be co-ordinated	-	10,000	-	-
	Charleston Streets - seating	Delayed because of the 'one-off' concrete designs requested by locals.	-	22,267	-	-
	Short Street Undergrounding	Undergrounding of cables in conjunction with City Streets Kerb and Channel Renewal. Scheme Plan/undergrounding alignment/cost estimate already established. To go to The Board in July/August, then out to Publicity in August/September. City streets budget for Kerb and Channel = \$160,000	45,106	47,512	3,326	41,780
	IM&T Services Group					
	Core Business Solutions	To enable CBS development. Open issues - SAP/GEMS	335,270	257,270	64,000	271,270
	eCouncil	Web Content management system, Internet/Intranet site relaunch	926,999	904,000	329,123	597,876
	CBS - projects for SAP	Deloitte - SAP - Enhanced reporting, delayed start due to IM&TS review	497,628	122,592	334,201	163,427
	CBS - projects for GEMS	Various projects (e.g. Worksmart, GEMS, Work Requests) delayed start due to IM&TS review	478,409	139,407	304,912	173,497
	CBS - projects for GEMS Assault	GEMS Assault, delayed start due to IM&TS review	16,131	15,931	200	15,931

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
	Operations Directorate					
	Emergency Water Supply - Civic offices	Investigation work has not been completed - project to be completed during 2003/04.	20,000	20,000	-	20,000
	Engineering & Rescue HQ Improvements	An electronic emergency incident management system is still being assessed along with how best GIS can be used for emergency management. Electronic system will be implemented during 2003/04	10,000	10,000	1,554	8,446
	Ground Floor Foyer Upgrade	Project stopped because of uncertainty about future of Civic Offices	59,233	51,701	7,532	51,701
	Customer Information and Interaction System	Slow implementation of GEMs RFS	57,114	57,114	6,000	51,114
	Risk Management Computer Software	The appropriate software solutions is currently being evaluated. This software will be an electronic risk register as an aid to better monitor and management Council wide risks.	11,000	10,000	1,000	10,000
	Carpet & painting	Require additional funding to undertake project	10,000	6,500	4,531	5,469
	Carpet & painting	Require additional funding to undertake project	18,500	5,500	13,761	4,739
	Papanui Counter Upgrade	Require additional funding to carry forward to 2003/04 to have sufficient funds to undertake the upgrade	16,500	16,500	-	16,500
	ETITO Training	Income from external agency - to be spent on Customer Services training not completed in this financial year	2,456	2,000	577	1,879
	Policy Directorate					
4.1.40	Contract research for supporting submissions to NRRP Air Chapter	Delays in finalising Ecan Officers' reports on submissions has meant hearings will not be held until the 2003/04 year	69,836	15,000	45,094	15,000
4.1.37	Social development pilot strategy development and implementation & Healthy CHCH priorities	Delayed until initial LTCCP work completed & Delay to fit in with other agencies planning processes	55,000	22,000	4,475	22,000
4.1.37	Community Funding Kit production and printing & Funding accountability and evaluation framework development	Delayed until funding review completed	33,948	10,000	9,513	10,000
4.1.38	Community Mapping & LTCCP Research Social Priorities & Human Rights Plan Partnership & Triple Bottom Line Policy Advice & Laser Mapping Costs	Delay due to waiting for central government budget announcements & Delay due to other agencies needing time for setting priorities & To contract policy advice i.e. implementing triple bottom line framework for LTCCP as no work done on this to date & Contribution to laser mapping costs committed but not yet completed	150,000	53,000	59	53,000

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
4.1.39	Climate Change	Various projects either committed or nearing completion of development stages, including Cities for Climate Protection, Enviroschools, Green Travel Plan, Living Together. These projects are being or have been developed in conjunction with a wide range of partners whos support is critical to their success+H9, including ICLEI (International Council for Environmental Initiatives), Environment Canterbury, Healthy Christchurch, EECA (Energy Efficiency and Conservation Council) and Transfund. These projects are only proceeding on the expectation of this Council funding being available to leverage significant additional resources, including co-funding from various partners and other stakeholders.	83,849	47,550	36,503	47,346
4.1.39	Triple Bottom Line Funding	Various projects either committed or nearing completion of development stages, including Cities for Climate Protection, Enviroschools, Green Travel Plan, Living Together. These projects are being or have been developed in conjunction with a wide range of partners whos support is critical to their success+H9, including ICLEI (International Council for Environmental Initiatives), Environment Canterbury, Healthy Christchurch, EECA (Energy Efficiency and Conservation Council) and Transfund. These projects are only proceeding on the expectation of this Council funding being available to leverage significant additional resources, including co-funding from various partners and other stakeholders.	53,103	47,222	5,881	47,222
CORPORATE SERVICES						
	Light Vehicle Purchase	Continuation of replacement of the vehicle fleet. Holden Barina order being processed with 25 yet to come.	1,935,932	442,790	1,643,151	221,861
	Truck Trailer Bus purchase	Mower and Loader/tractor to order (specification yet to be agreed)	116,000	114,311	1,689	114,311
	Small plant purchase	Three mowers to purchase (specification yet to be agreed)	65,600	53,179	12,421	53,179
	Specialist Plant Purchase	Two Coffin lowering devices to be ordered	70,000	29,322	40,678	29,322
		Plant Renewal Fund	-	(639,602)	-	(418,673)
	Upgrade of Civic Offices security	Most of the equipment will be ordered but not paid for .	80,000	80,000	766	79,234
	Document Management projects	Document Management initiatives delayed because of IM&TS review	130,000	125,000	38,773	91,227
ECONOMIC DEVELOPMENT & EMPLOYMENT						
	Canterbury Economic Development Grants	Funding drawdown for 02/03 delayed until after 1 July 2003	1,765,500	415,000	1,354,633	410,867
		Capital Endowment Fund	-	(415,000)	-	(410,867)

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
	ENVIRONMENTAL SERVICES					
7.3.17	City Plan Legal	Still some large references to be heard in the Environment Court, which will involve legal & expert opinion. Eg Airport references	443,362	70,000	342,801	100,561
7.3.17	City Plan professional fees	Still some large references to be heard in the Environment Court, which will involve legal & expert opinion. Eg Airport references	195,000	80,000	134,285	60,715
	FINANCIAL SERVICES					
	Valuation Contract	This carry forward is to meet costs relating to set up and systems work which are currently a matter for negotiation between the Council and the valuation service provider. This provision was carried forward from last year and was to be used to fund the set up and systems work. The amount required is at this stage is the subject of negotiation	662,069	176,059	486,010	176,059
	Infrastructural Assets - Valuations	This provision relates to valuation work on the Telecom infrastructural assets which are currently the subject of an appeal to the Land Valuation Tribunal.	18,500	18,500	-	18,500
	Defence of the Telecom Case	This provision relates to legal fees which are being incurred in relation to the Telecom Infrastructural rating valuation case. The case is scheduled to be heard by the Land Valuation Tribunal 28,29 and 30 July 2003.	121,704	29,079	92,625	29,079
	Valuation Audit	Funding set aside for the valuation audit which is best utilised on the Telecom Valuation case.	103,500	35,000	63,355	40,145
	Programming costs	Programming costs which will arise as a result of tendering the banking contract. The tender process has been delayed and will not now go to tender until later on this year.	60,000	60,000	-	60,000
	GRANTS					
	Seeding Grants	Balance of funds have been committed but not uplifted	315,109	47,709	296,211	18,898
	Community Development Scheme	Balance of funds held by Assessment Committees for emergency applications between funding rounds	563,674	20,000	507,619	56,055
	Christchurch drama Centre	The Metropolitan Funding Sub-committee has agreed to carry this forward into management reviews budget for next year. This organisation has gone into receivership	14,000	14,000	-	14,000
	Canterbury Gymsport Inc.	This organisation has yet to move into the Wigram Gym. This is when they will need the resources.	10,000	10,000	-	10,000
	Management Reviews	This is for work associated with the co-ordination of the three CAB's.	15,000	15,000	-	15,000

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
LEISURE & COMMUNITY SERVICES						
	Fendalton Waimairi Community Board - Youth Event	The event was cancelled and has been scheduled for later in the year	4,750	3,500	1,194	3,500
	Garden City Marketing	Part of the \$2.5M Events Envelope. Identified for new Garden Event - needed for establishing this new event	147,225	143,586	61,122	86,103
	Event Development	Part of the \$2.5M Events Envelope. Identified for new Garden Event - needed for establishing this new event	10,000	10,000	-	10,000
	New Garden Festival	Part of the \$2.5M Events Envelope. Identified for new Garden Event - needed for establishing this new event	130,000	109,957	20,043	109,957
	Jazz Festival	Contract Payment - Biennial Event - 2nd Payment programmed 2003/04.	56,709	20,673	36,036	20,673
	Porritt Park Redevelopment	Project timed for commencement in October 2003 - the off season for Hockey - reduces impact on operation	535,000	476,359	74,492	460,508
	Cathedral Square Market	Operation of Market and purchase of Sails as opposed to Market Stalls subject to report of Major Projects and Property in June 03	20,000	20,000	-	20,000
	Cathedral Square Equipment	Options for additional items for Cathedral Square being considered as part of Stage 5 Redevelopment	10,000	10,000	-	10,000
	Art in Public Places	Allocated for Art work in City. Determined by the Art in Public Places Committee.	47,200	44,500	2,333	44,867
	QEII Multisensory Room - Equipment	This project has raised all its own funding. Grants have been received during the year which are now allocated for capital Expenditure. Project due for completion later in year	40,000	40,000	-	40,000
	QEII Multisensory Room - Fit out	This project has raised all its own funding. Grants have been received during the year which are now allocated for capital Expenditure. Project due for completion later in year	280,272	195,755	95,385	184,887
	Jellie Park Plant Renewal	Funding provided from the Energy Efficiency Projects for a replacement Heat pump at Jellie Park Pool	124,100	124,100	-	124,100
	Fendalton Waimairi Community Board Project. Public Art Project	Project/ Art Work not yet determined by the Community Board. Part of their discretionary funding	9,000	9,000	-	9,000
	MPCU QEII Park Pools Redevelopment	Uncompleted work	1,120,948	33,160	566,845	33,160
	Passport to the Millennium	Final payments scheduled for Oct 03. Committed CCC funds as well as externally raised funds required to be taken into 03/04	36,856	1,300	35,556	1,300

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
LIBRARY AND INFORMATION SERVICES						
8.2.i	Central Library toilet refurbishment	Project has commenced but won't be completed by 30 June.	50,085	50,085	-	50,085
8.2.6	GlobalNet	This is the final carry forward for this project - funding from Turning Point 2000	61,918	20,000	40,536	21,382
8.2.13	South Library fit out	Project completion date now August 2003	449,316	440,000	48,398	400,918
8.2.13	South Library fit out	Project completion date now August 2003	370,872	83,200	287,729	83,143
8.2.13	South Library	Opening promotion delayed because of building	2,000	2,000	-	2,000
	Asset maintenance - Mobile Library	Project was to have been completed by 20 June but unexpected problems with the body work of the mobile library has delayed the project by 2-3 weeks.	100,000	27,000	70,118	27,000
8.2.6	Chch On Line	This is the balance of the Community Trust funding which was to cover two years worth of development and operation of localeye	194,187	92,900	165,400	28,787
8.2.10	Books for babies	Donations from FOL were received too late to be spent in this financial year	14,800	5,800	9,000	5,800
8.2.10	Fendalton Library	Grant from the Community board for notice board / Get well bags was received too late to spend in this financial year	1,000	1,000	125	875
8.2.8	Fingertip Library Prize	3M award money needs to be spent on a staff development initiative and reported back in September. Intention is to spend the money on a visit to Brisbane to discuss partnership for a 24/7 project in August 2003	1,500	1,500	-	1,500
8.2.i	New Systems project	During the current financial year, a project team, under the leadership of John Truesdale, has been assessing whether or not we should migrate to SIRSI as a system, or we should go out to tender for a new system. That decision has now been made and we will go out to a tender process rather than proceed direct to SIRSI. Although this is a more expensive process the importance of the decision is such that we need to test the SIRSI product against other products on the market. We have had DRA since 1986 and, while it is difficult to say whether a new system will last as long as DRA did, it is certainly true that we want to maximise the life of the system. One of the ways to do that is to be certain that it meets our needs now, as well as in the future.	190,000	150,000	29,104	150,000
8.2.i	New Systems project	Training for the new project has also had to be deferred. \$25,000 of the total \$110,000 was earmarked for this	90,000	25,000	1,251	25,000
MIS						
	Servers & Storage	Storage management	210,000	110,000	125,904	84,096
	Servers & Storage	Enhanced reporting	210,000	153,000	80,006	129,994

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
	PARKS & WATERWAYS					
9.4.86	Additional Strategic Purchases	Proposed purchase still under negotiation	200,000	199,168	832	199,168
9.4.84	Avon River Stopbank	Still going through consultation process. Report due to board on June 30	225,913	195,712	28,019	197,894
9.4.72	Cemetery Purchase	Proposed purchase still under negotiation	515,526	256,000	259,524	256,000
9.4.77	Barkers Waterway (Structural Replacements)	Design not complete	40,000	37,382	2,617	37,383
9.4.66	Betty Hilda Bennet Bequest	Proposed project still under design and approval process	46,998	46,550	298	46,700
		Cash in Lieu fund	-	(46,550)	-	(46,700)
9.4.73	Botanic Gardens Lighting and frontage	Awaiting design concepts and consultation	99,695	73,126	26,569	73,126
9.4.78	Brooklands Swale	Project tendered but not complete	115,453	42,000	80,779	34,674
H/F	Cypress St Beautification Works	Consultation not completed	8,000	8,000	-	8,000
9.4.64	Charlesworth St (Estuary Green Edge)	Contract let but not completed	210,742	150,000	81,052	129,690
		Cash in Lieu fund	-	(150,000)	-	(129,690)
9.4.67	Charlesworth Reserve - Native Trees Please	Site not ready for planting until Spring	9,906	9,768	138	9,768
9.4.81	Community Initiatives - Estuary	Planting programmed for Spring 2003	15,000	10,000	1,075	10,000
9.4.123	Edmonds Gardens	Friends of Edmonds Gardens fundraising for the shortfall in this project	21,330	20,985	587	20,743
9.4.64	Estuary Green Edge - Bexley Wetland	Consent not issued yet	227,370	197,917	24,272	203,098
9.4.124	Farnborough Reserve	Contract partially complete. Further consultation required for next stage.	46,000	45,943	56	45,944
9.4.122	Fendalton Park Driveway and Carpark	Contract to tie in with Bowling club work in the Spring	43,178	22,836	20,342	22,836
9.4.122	Ferrymead Carpark	Consent not issued yet	34,348	34,348	-	34,348
		Cash in Lieu fund	-	(34,348)	-	(34,348)
9.4.64	Ferrymead Reserve Extn	Consent not issued yet	90,000	84,327	6,753	83,247
		Cash in Lieu fund	-	(84,327)	-	(83,247)
9.4.123	Godley Head Toilets	Further consultation was requested and needs to be reported back to the Board.	30,237	29,247	990	29,247
9.4.73	Hagley Park Lighting and Frontage	Contracts and further detailed design underway	132,559	85,000	50,335	82,224
9.4.64	Halswell Domain Extn	Contract let but not completed	123,942	24,521	99,935	24,007
		Cash in Lieu fund	-	(24,521)	-	(24,007)
9.4.65	Halswell Quarry	Car Park contract let but not completed	40,800	32,743	9,131	31,669
9.4.66	Heathcote Domain	Consultation not completed	30,000	27,447	2,553	27,447
		Cash in Lieu fund	-	(27,447)	-	(27,447)
9.4.108	Heathcote Heritage Park	Consent not issued yet	625,000	255,187	433,549	191,451
H/F	Hereford St Reserve Half Court	Consultation not completed	6,000	5,900	94	5,906
9.4.66	Hillsborough Domain	Contract let but not completed	33,300	20,000	5,809	27,491
9.4.122	Horseshoe Lake Carpark	Contract let but not completed	25,000	17,010	13,243	11,757

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

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9.4.123	Horseshoe Lake Toilet	Contract let but not completed	43,933	24,694	34,506	9,427
9.4.104	Inner City Lighting Project	Contract let but not completed	53,116	21,661	31,603	21,513
9.4.64	Jellie Park Pond	Consultation now complete and reported back to the Board. Detailed design work underway	52,800	29,997	24,218	28,582
9.4.107	Kruses Drain Flood Relief	Consent Hearing on 20 June.	74,900	60,000	22,611	52,289
9.4.66	Latimer Square	Consultation not completed	127,880	26,339	108,051	19,829
9.4.102	Linwood Park	Contract let but not completed	64,000	60,887	18,444	45,556
9.4.104	MacFarlane Park Skateboard Facilities	Consultation not completed	56,918	46,583	11,517	45,401
9.4.122	Mona Vale Car Park	Contract let but not completed	70,500	30,000	54,014	16,486
9.4.120	Moyna Playground	Contract let but not completed	25,000	14,089	11,011	13,989
9.4.108	Mt Pleasant Stream Restoration	Contract let but not completed	50,000	50,000	-	50,000
9.4.103	Native Trees Please interpretation	Design completed but requires reporting back through the Community Boards	5,180	5,180	-	5,180
9.4.120	Nunweek Park	Consultation not completed	36,966	34,406	2,560	34,406
9.4.109	Old Lake Outlet	Contract let but not completed	141,869	65,000	75,887	65,982
9.4.106	Other Waterways Piping - Canal Reserve	Contract let but not completed	260,000	105,000	147,901	112,099
9.4.106	Other Waterways Piping - Knights Drain	Contract let but not completed	150,000	127,668	66,303	83,697
9.4.121	Ouruhia Domain (Park Bridges and Structures)	Contract let but not completed	67,975	22,465	24,434	43,541
9.4.120	Owen Mitchell Park	Contract let but not completed	75,000	60,162	15,423	59,577
9.4.106	Picton Ave Reserve Interpretation	To be implemented after completion of the planting in Spring	2,000	1,764	235	1,765
	Pumping Station Improvements	Design for strengthening still to be completed	78,000	78,000	-	78,000
9.4.113	Roading Outfalls - Johns Road	Awaiting consent	102,451	60,000	1,397	60,000
9.4.104	Rock Protection Fencing	Contract let but not completed	30,000	30,000	-	30,000
9.4.64	Shortland St Reserve	Awaiting the developer to start the subdivision	145,310	143,845	1,484	143,826

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
9.4.65	Sister Cities Garden	Remainder of TP 2000 grant. Further development planned for Spring/Summer 2003	47,940	33,061	25,573	22,367
9.4.113	Soakage Basin Templeton	Design still to be completed	208,493	50,000	130,836	50,000
9.4.106	Tributary System Emergency Works - Scarborough Gates	Design still to be completed	80,435	63,690	16,852	63,583
9.4.110	Schools Restoration Programme (Burnside, Cobham)	Consultation not completed	108,000	50,000	2,796	50,000
9.4.122	St Albans Park Toilets	Consultation not completed	20,000	11,582	10,407	9,593
9.4.67	Sumner Promenade Handicapped Access	Awaiting consent	15,000	13,488	1,511	13,489
9.4.119	Sumner/Scarborough Esplanade Toilet	Contract let but not completed	109,832	91,383	20,108	89,724
H/F	Richmond Village Green Interpretation	Design incomplete	4,840	4,840	-	4,840
9.4.107	Tamai #1 Piping	Consultation not completed	54,000	54,328	94	53,906
9.4.97	Travis Telecom Site	Late transfer of funding from Travis Wetland Trust	10,000	9,919	81	9,919
9.4.65	Trees for Canterbury	Contract let but not completed	100,000	93,024	7,934	92,066
9.4.121	Victoria St Clock Strengthening	Contract let but not completed	244,859	160,000	73,661	171,198
9.4.108	Victory Drain	Awaiting outcome of property negotiations	73,429	50,000	15,108	58,321
9.4.119	Wainoni Park Toilet/Changing Rooms	Contract let but not completed	61,616	55,339	6,748	54,868
9.4.64	Withells Island Reserve	Awaiting decision on old yard	96,600	95,938	662	95,938
9.4.20	Antarctic Donation	Project incomplete	6,424	6,424	455	5,969
9.4.42	Nepal Reserve	Awaiting final scheme plan from the developer	3,000	3,000	-	3,000
9.4.55	Linwood Outfall Drain Private Works	Awaiting consultants report	400,000	395,000	3,124	396,876
9.4.23	Fountains Clocks and Statues - Burwood War Memorial	Carried forward to tie in with 2004 funding	5,000	5,000	-	5,000
	MPCU English Park Redevelopment	Uncompleted work	51,457	23,200	31,043	20,414
	Central New Brighton	The project is running 6 weeks behind due to supply problems with the precast concrete columns	240,000	185,000	59,599	180,401

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
	PUBLIC ACCOUNTABILITY					
	Promotions	Production of Resource Manual and Board Promotional brochure under action, but may not be completed at end of June 2003.	15,000	12,000	2,326	12,674
	Strengthening Community Action Plan	Joint Board & Community Committee - Meeting 16th & 30th June to decide on funding allocations, if not allocated need to carry forward	10,862	27,000	-	10,862
	Fire Fire-fighters Reserve	Stage 2. Planning in the final stages. Partnership with Leisure Unit.	48,000	5,000	41,936	5,000
	CITY WATER & WASTE					
	Operational					
9.2.9	Secure Groundwater	Work underway but not yet completed	75,000	25,000	73,889	1,111
	WW - GIS Information	Aerial Laser Scanning for Contouring and terrain modelling	40,000	40,000	-	40,000
	SW - Cant. Waste Sub-Committee Support	Work undertaken by Landcare Research will not be completed	80,000	25,000	59,731	20,269
	Capital					
	Water Supply					
9.2.53	Burnside Well	Delayed by well driller availability	212,000	64,500	148,657	63,343
9.2.53	Fitzgerald Pumping Station	Delayed by well driller availability	418,600	205,000	190,469	27,484
9.2.53	Primary Switchboard	Delayed by City Solutions Resourcing	35,000	13,000	23,024	11,976
9.2.53	Denton Variable Speed	Delayed by City Solutions Resourcing	12,000	12,000	169	11,831
9.2.64	Farrington Well	Delayed by well casing availability	48,000	44,500	3,646	44,354
9.2.59	Power Factor Correction Equipment	Pilot study resulted in change to programme. \$75 000 to come from CCC Energy Efficiency Savings	294,992	294,000	339	294,653
9.2.59	System Control	Delayed by City Solutions Resourcing	26,000	25,800	1,016	24,984
9.2.59	Lifelines	Delayed by City Solutions Resourcing	93,600	83,000	8,795	84,805
9.2.64	Mt Pleasant Improvements	Delayed by City Solutions Resourcing	130,000	44,000	73,493	56,507
9.2.64	Land for Pumping Station Purchase	This is part of the funds for Styx Pump Station 522/109/13. Construction behind schedule	200,000	200,000	-	100,264
9.2.65	New Reticulation - New Mains	Waterloo Rd - Contractor unable to complete work on time	616,800	150,000	605,592	11,208
9.2.64	Avonhead Stand-by	Delayed by City Solutions Resourcing	130,000	122,000	8,287	121,713
	Wastewater					
9.2.55	P/Stn 5 Replacement Pumps	Work not completed. Trialing different pumps has delayed actual purchase	20,000	17,000	5,065	1,261
9.2.54	Wastewater R&R Reticulation	Covers 6 contracts where contractor has been unable to complete work on time	1,169,000	305,000	34,172	305,000
9.2.54	Sewer Grouting Contract	Contract not completed	580,000	309,000	332,769	85,399
9.2.55	Repairs to inside walls	Contract not completed	12,000	10,500	1,488	10,512
9.2.55	Sludge Pipe Replacements	Work progressing	5,400	1,400	361	5,039

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
9.2.55	Water Pipe Replacement	Contract not started	4,080	4,080	2,687	1,393
9.2.55	Channel Control Gates Replacement	Contract not completed but committed	32,000	23,000	15,810	16,190
9.2.55	Dall Flow Management Meters	Contract not completed	52,500	49,000	2,977	49,523
9.2.60	No 11 Pressure Main	On going contract over 3 years. Total contract price \$4,800,000	1,310,424	50,000	1,224,870	85,554
9.2.60	No 60 Rising Main	Pumping station upgrade not yet done	1,592,000	200,000	1,219,496	77,015
9.2.61	Expand Wastewater Treatment Plant	Work not yet completed, ongoing contracts	1,996,000	1,996,000	52,460	1,943,540
9.2.61	Design Fees	Work in progress	130,334	92,000	37,870	92,464
9.2.61	Clarifier Construction	Work not yet completed but committed	380,018	380,000	60	379,958
9.2.61	No 2 Tricking Filter	Work not yet completed but committed	335,399	330,000	4,797	330,602
9.2.61	CWTP Pond Modifications	Work not yet completed	2,500,535	1,237,000	1,359,159	555,398
9.2.66	Wastewater Pumping	Extension of Control Room at Main Pumps Colombo St. Still to be charged through by City Solutions	150,000	90,000	109,041	40,959
9.2.66	Odour Control	Delays with work because investigations and trials have taken longer than expected	50,000	30,000	7,328	42,672
9.2.66	Subdivision Sewer Cost Share Contribution	To cover outstanding payments still to be met	217,850	136,000	93,884	123,966
9.2.66	Islington Scheme	Continued Transit delays with approval in Main South Road	803,972	300,000	358,887	445,085
9.2.66	McSavaneys Road	Delays letting tenders by City Solutions	227,700	80,000	76,983	150,717
9.2.56	P/Stn Control System	Still to be purchased	32,000	32,000	891	24,382
9.2.57	Sed Tank Mechanical Equipment	Items still to be purchased / installed	41,313	30,000	6,133	35,180
9.2.57	Portable Gas Detector Replacement	Finalising replacement delayed	6,046	6,046	-	6,046
9.2.57	Air Compressor	Purchase delayed	106,000	106,000	-	94,021
9.2.57	Programmable Logic Controllers Programmes	Installation still progressing	107,000	60,000	103,231	3,769
9.2.57	Sludge Circuit P/P Replacement	Installation still progressing	85,700	56,000	80,310	5,390
<i>Solid Waste</i>						
9.2.58	Glass Crusher (RMF)	Contract not yet commenced. Will provide new screens for crusher	15,275	104,000	4,460	10,815
9.2.63	Burwood Landfill Environmental Improvements	Work in progress	34,904	25,000	11,567	23,337
9.2.63	Resource Recovery Centres Upgrade (RMF)	Contract delayed	53,977	53,977	-	53,977
9.2.63	Refuse Station Modifications re New Vehicles	Contract not yet completed	100,000	43,000	59,938	40,062
9.2.68	RMF / GPS	Contract delayed	273,073	273,073	-	273,073
9.2.68	Recycle Crates	Delays in uplifting last of the crates	98,713	30,000	81,479	17,234
9.2.68	Startup Compost In vessel Plant	Contract delayed	150,000	150,000	11	149,989
9.2.68	In vessel Compost Plant	Contract delayed	108,982	109,000	88	108,894
					<u><u>34,229,498</u></u>	

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

Page Ref	Name of Project /Asset	Reason for Carry Forward	Budget Provision	C/Fwd Request	Actual Spent to 30/6/2003	C/Fwd Actioned
		SUMMARY				
		Operational Expenditure			6,495,341	
		Operational Revenue			(295,662)	
		Fixed Asset Expenditure			10,734,695	
		Infrastructural Asset Expenditure			16,969,643	
		Restricted Asset Expenditure			2,295,089	
		Investments			400,000	
		Special Fund Draw downs			(2,369,608)	
		Net Total			<u>34,229,498</u>	
		GROSS CARRYFORWARDS				36,494,768
		SUMMARY OF SPECIAL FUND TRANSFERS				
		Housing Development Fund			(808,443)	
		PC Restructuring Fund			(94,370)	
		Plant Renewal Fund			(418,673)	
		Cash in Lieu fund			(345,439)	
		Capital Endowment Fund			(702,683)	
					<u>(2,369,608)</u>	

TABLE X CARRYFORWARD REQUESTS FROM 2002/03 TO 2003/04

UNIT/BUDGET TABLES	EXPENDITURE			REVENUE			NET
	CAPITAL	OPERATING	TOTAL	OPERATING	FUNDS	TOTAL	
ART GALLERY	28,815	50,000	78,815	-	-	-	78,815
CAR PARKING	546,455	64,416	610,871	-	-	-	610,871
CITY STREETS	8,836,345	454,996	9,291,341	(281,861)	-	(281,861)	9,009,480
COMMUNITY RELATIONS	-	465,982	465,982	-	-	-	465,982
CORPORATE EXPENSES	1,900,000	473,456	2,373,456	(13,801)	(94,370)	(108,171)	2,265,285
CORPORATE OFFICE	1,111,630	2,165,980	3,277,610	-	(291,816)	(291,816)	2,985,794
CORPORATE SERVICES	497,907	91,227	589,134	-	(418,673)	(418,673)	170,461
ECONOMIC DEVELOPMENT & EMPLOYMENT	-	410,867	410,867	-	(410,867)	(410,867)	-
ENVIRONMENTAL SERVICES	-	161,276	161,276	-	-	-	161,276
FINANCIAL SERVICES	-	323,783	323,783	-	-	-	323,783
GRANTS	-	113,953	113,953	-	-	-	113,953
PROPERTY - MANAGEMENT	504,655	290,946	795,601	-	-	-	795,601
PROPERTY - ASSET MANAGEMENT	4,201,076	376,036	4,577,112	-	-	-	4,577,112
PROPERTY - HOUSING	808,443	-	808,443	-	(808,443)	(808,443)	-
LEISURE & COMMUNITY SERVICES	918,822	239,233	1,158,055	-	-	-	1,158,055
LIBRARY AND INFORMATION SERVICES	484,061	312,429	796,490	-	-	-	796,490
MIS	214,090	-	214,090	-	-	-	214,090
PARKS & WATERWAYS	3,905,590	410,845	4,316,435	-	(345,439)	(345,439)	3,970,996
PUBLIC ACCOUNTABILITY	-	28,536	28,536	-	-	-	28,536
CITY WATER & WASTE	6,441,538	61,380	6,502,918	-	-	-	6,502,918
UNIT/BUDGET TABLE CARRYFORWARDS	30,399,427	6,495,341	36,894,768	(295,662)	(2,369,608)	(2,665,270)	34,229,498

3.1.0

*CORPORATE EXPENSES
REVENUES & GRANTS*

3.1.0

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

For summary figures see page 3.1.1.

3.1.1

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

OUTPUT CLASS NET COST		2002/2003 BUDGET \$	2003/2004 BUDGET \$
CORPORATE EXPENSES & REVENUES			
Community Facilities and Services	Page 3.1.3	9,624,609	8,968,394
Corporate Development	Page 3.1.4	1,673,630	1,543,563
Emergency Services	Page 3.1.5	1,180,002	1,160,889
Corporate Revenues	Page 3.1.6	(53,767,041)	(47,755,964)
		-----	-----
		(41,288,799)	(36,083,119)
GRANTS TO COMMUNITY ORGANISATIONS			
Community Services	Page 3.1.7	1,039,300	1,251,500
Economic Development & Employment	Page 3.1.9	625,000	620,000
Arts & Heritage	Page 3.1.10	877,500	984,500
Recreation & Sport	Page 3.1.11	330,125	286,970
Environment & Parks	Page 3.1.12	98,000	101,000
Corporate Services	Page 3.1.13	236,919	226,695
Community Services - Rates Grants	Page 3.1.14	0	66,939
Arts & Heritage - Rates Grants	Page 3.1.14	0	103,669
Recreation And Sport - Rates Grants	Page 3.1.14	0	154,713
		-----	-----
		3,206,844	3,795,986
		-----	-----
TOTAL NET COST CORPORATE EXPENSES, REVENUES & GRANTS		(38,081,956)	(32,287,133)
		=====	=====
CAPITAL OUTPUTS		4,245,215	4,291,395

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	8,968,394
Corporate Development	Page 3.1.4	1,673,630	1,543,563
Emergency Services	Page 3.1.5	1,180,002	1,160,889
GRANTS TO COMMUNITY ORGANISATIONS			
Community Services	Page 3.1.7	1,039,300	1,251,500
Economic Development & Employment	Page 3.1.9	625,000	620,000
Arts & Heritage	Page 3.1.10	1,077,500	1,184,500
Recreation & Sport	Page 3.1.11	680,125	286,970
Environment & Parks	Page 3.1.12	98,000	101,000
Corporate Services	Page 3.1.13	236,919	226,695
Community Services - Rates Grants	Page 3.1.14	0	66,939
Arts & Heritage - Rates Grants	Page 3.1.14	0	103,669
Recreation And Sport - Rates Grants	Page 3.1.14	0	154,713
		-----	-----
		16,235,085	15,668,831
OUTPUT CLASS REVENUE & RECOVERIES			
CORPORATE EXPENSES & REVENUES			
Corporate Revenues	Page 3.1.6	53,767,041	47,755,964
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	47,955,964
TOTAL NET COST CORPORATE EXPENSES, REVENUES & GRANTS		-----	-----
		(38,081,956)	(32,287,133)
		=====	=====

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

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : COMMUNITY FACILITIES AND SERVICES		
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	869,500
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	2,913,265
Interest Expense (re: CCFL Equity/Loan)	0	810,000
ALLOCATED COSTS		
Allocated Overhead - Corporate	290,500	311,139
TOTAL COST COMMUNITY FACILITIES AND SERVICES	9,624,609	8,968,394

(*1) Partially funded from Interest on Capital Endowment Fund - 2002/2003 \$532,500 2003/2004 \$532,500

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
Rates on Council Properties (Public Good)	0	326,341
Capital Endowment Fund - Fund Management Expenses (*2)	0	75,000
Depreciation of Rates Capitalisation Costs	18,630	57,046
	-----	-----
TOTAL COST CORPORATE DEVELOPMENT	1,673,630	1,543,563
	=====	=====

(*2) Funded from Interest on Capital Endowment Fund

(*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.	<ul style="list-style-type: none"> • 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		
<u>Transfers Ex Dir Ops</u>		
Civil Defence (includes CRC Levy)	764,517	751,019
<u>Transfers Ex Parks</u>		
Rural Fire Fighting	415,486	409,870
	-----	-----
TOTAL COST EMERGENCY SERVICES	1,180,002	1,160,889
	=====	=====

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 From CCHL	28,900,000	28,200,000
Dividends From CCHL (Special)	3,423,000	0
Interest on Investments	5,463,782	4,509,280
Interest on Investments - Capital Endowment Fund	4,456,730	4,225,222
Interest on Special Funds & Trust Funds	1,382,966	1,488,898
Interest - Travis Finance Ltd Interest	518,000	0
Interest - Jade Stadium Ltd	3,118,800	2,953,008
Interest - 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	47,186,408
INTERNAL REVENUE		
Internal Rates on CCC Housing	550,887	0
ACC Corporate Recovery	400,000	0
Interest on Investments - Internal Financing (Housing)	602,876	569,556
	-----	-----
TOTAL REVENUE CORPORATE REVENUES	53,767,041	47,755,964
	-----	-----
TOTAL REVENUE CORPORATE REVENUES	(53,767,041)	(47,755,964)
	=====	=====
TOTAL NET COST CORPORATE REVENUES & EXPENSES	(41,288,799)	(36,083,119)
	=====	=====

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**
- **COMMUNITY SERVICES – RATES GRANTS**
- **ARTS & HERITAGE – RATES GRANTS**
- **RECREATION & SPORT – RATES GRANTS**

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**
- **COMMUNITY SERVICES – RATES GRANTS**
- **ARTS & HERITAGE – RATES GRANTS**
- **RECREATION & SPORT – RATES GRANTS**

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.	<ul style="list-style-type: none"> • 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.

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**
- **COMMUNITY SERVICES – RATES GRANTS**
- **ARTS & HERITAGE – RATES GRANTS**
- **RECREATION & SPORT – RATES GRANTS**

Objectives for 2003/04	Performance Indicators
	<ul style="list-style-type: none"> • All major grants will be subject to receipt of a copy of the organisation's latest audited accounts. • 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.	<ul style="list-style-type: none"> •

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 - \$18,000 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 - \$12,000: 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.
 - North Avon Property Trust - \$10,000:
 - 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

Adult Reading Assistance Scheme	15,000	15,000
Anglican Care Family and Community Division	0	15,000
Beneficiaries Advisory Service	17,000	18,000
Canterbury Neighbourhood Support	20,000	20,000
Cholmondeley Children's Home	20,000	15,000
Christchurch Asian Youth Trust	25,000	25,000
Christchurch Citizens Advice Bureau	30,000	0
Christchurch City Mission Walsh House	40,000	40,000
Christchurch Early Intervention TrustThe Champion Centre	40,000	40,000
Christchurch East School	12,200	0
Christchurch Safer Community Council	40,000	40,000
Combined Citizens Advice Bureaux	0	60,000
Community Development Fund	432,000	439,000
Council of Social Services	20,000	20,000
Disabled Person Assembly ChCh and Districts	10,000	12,000
Family Help Trust	0	30,000
Floyd's Creative Workshop	10,000	10,000
Hohepa Canterbury	25,000	25,000
Home Made Partnerships Trust (Supergrans)	25,000	25,000
K2 Trust Christchurch	0	15,000

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)

Kingdom Resources Trust	30,000	30,000
Lifeline Christchurch Charitable Trust	0	25,000
Newell House	15,000	20,000
North Avon Property trust	0	10,000
Odyssey House	14,000	14,000
Refugee and Migrant Centre	10,000	20,000
Refugee Resettlement Support	0	10,000
Restorative Justice Service	15,000	15,000
Rewi Alley Chinese School	34,100	34,000
Solo Women as Parents	10,000	10,000
Te Runanga O Nga Maata Waka	40,000	40,000
Te Whatu Manawa Maoritaga O Rehua Marae Trust	0	22,000
Tennants Protection Association	10,000	15,000
The Peace Foundation Disarmament & Security centre	0	15,000
Therapeutic Arts trust	0	25,000
Volunteering Canterbury	15,000	15,000
Wai Ora Trust	30,000	30,000
Womens Centre	10,000	12,500
Youthline Centre South Island	25,000	25,000

TOTAL COST COMMUNITY SERVICES

1,039,300
=====

1,251,500
=====

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.
 - 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

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : ECONOMIC DEVELOPMENT AND EMPLOYMENT		
DIRECT COSTS		
Birdlands Sanctuary Trust	30,000	30,000
Christchurch Christmas Parade Trust	40,000	40,000
Events Seeding Grants	160,000	160,000
NZ Conservation Trust	20,000	15,000
Orana Park	150,000	175,000
Science Alive	225,000	200,000
	-----	-----
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 Canterbury Incorporated - \$10,000- 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		
Arts Canterbury Incorporated	0	10,000
Arts Centre	10,000	0
Arts Centre Artist in Residence	10,000	15,000
Canterbury Opera	62,000	62,000
Centre of Contemporary Art	0	100,000
Christchurch City Choir	35,000	35,000
Christchurch Civic Music Council	5,000	5,000
Christchurch Drama Centre	14,000	0
Christchurch Operatic (Showbiz Christchurch)	0	25,000
Christchurch Symphony Orchestra	290,000	290,000
Community Arts Council (Administrative Support)	6,500	7,500
Court Theatre	55,000	55,000
Creative Communities	200,000	200,000
Ferrymead Trust	155,000	155,000
Music Centre of Christchurch	45,000	45,000
National Marae	65,000	65,000
Orchestra Users Group	60,000	60,000
Theatre Royal	55,000	45,000
Tramway Historical Society Inc	10,000	10,000
TOTAL COST	1,077,500	1,184,500
EXTERNAL REVENUE		
Creative Communities Funding	200,000	200,000
TOTAL REVENUE	200,000	200,000
NET COST ARTS & HERITAGE	877,500	984,500

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 Lawn Tennis Association - \$50,000: To assist with operational expenses at Wilding Park.
 - Canterbury Hockey Association - \$5,500: To pay interest on a loan to the Association.
 - 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.
 - Ruapuna Development - \$45,000 – To assist with operational costs.
 - 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 \$15000 and \$4,105 to the slipway maintenance fund.

Forward Commitments

- Canterbury Lawn Tennis Association. 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.
- Canterbury Hockey Association. A 5 year commitment to pay interest on a loan to the Association. 2003/04 is year one.

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 : RECREATION & SPORT	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Canterbury Gymsports Incorporated	10,000	0
Canterbury Hockey Association	0	5,500
Canterbury Lawn Tennis Association	75,000	50,000
Canterbury Surf Life Saving Association	117,800	128,870
Crighton Cobbers	10,000	10,000
Parafed Canterbury	18,000	15,000
Ruapuna Development	40,000	45,000
Sport and Recreation New Zealand (SPARC) - Community Sports Fund	350,000	0
Sumner Lifeboat Institution	32,825	32,600
Table Tennis Canterbury	26,500	0
	-----	-----
TOTAL COST	680,125	286,970
EXTERNAL REVENUE		
Sport and Recreation New Zealand (SPARC) Subsidy	350,000	0
	-----	-----
TOTAL REVENUE	350,000	0
	-----	-----
NET COST RECREATION & SPORT	330,125	286,970
	=====	=====

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 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Canterbury Horticultural Society	3,000	6,000
Christchurch Beautifying Association	25,000	25,000
Orton Bradley Park	30,000	30,000
Port Hills Parks Trust Board	20,000	20,000
Summit Road Society	20,000	20,000
	-----	-----
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 - \$15,000: To evaluate and monitor grant applicants as required.
 - Administration - \$114,917: To administer grants, support the funding database and subscription for “fundview” and “Breakout”.
 - Corporate Overhead - \$96,777: To cover overhead 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 : CORPORATE SERVICES	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Management Reviews	15,000	15,000
ALLOCATED COSTS		
Allocated Costs Leisure Unit	116,622	114,917
Allocated Overhead - Corporate	105,297	96,777
	-----	-----
TOTAL COST CORPORATE SERVICES	236,919	226,695
	=====	=====

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

OUTPUT : COMMUNITY SERVICES – RATES GRANTS

OUTPUT : ARTS & HERITAGE – RATES GRANTS

OUTPUT : RECREATION & SPORT – RATES GRANTS

Description

- Provision of rates grants to community organisations.

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

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : COMMUNITY SERVICES - RATES GRANTS		
DIRECT COSTS		
Rates Grants - Community Services	0	66,939
	-----	-----
TOTAL COST COMMUNITY SERVICES - RATES GRANTS	0	66,939
	=====	=====
 OUTPUT : ARTS & HERITAGE - RATES GRANTS		
DIRECT COSTS		
Rates Grants - Arts & Heritage	0	103,669
	-----	-----
TOTAL COST ARTS & HERITAGE - RATES GRANTS	0	103,669
	=====	=====
 OUTPUT : RECREATION AND SPORT - RATES GRANTS		
DIRECT COSTS		
Rates Grants - Recreation & Sport	0	154,713
	-----	-----
TOTAL COST RECREATION AND SPORT - RATES GRANTS	0	154,713
	=====	=====
 TOTAL NET COST GRANTS TO COMMUNITY ORGANISATIONS		
	-----	-----
	3,206,844	3,795,986
	=====	=====

3.1.15

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					
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
Capital Financing Costs (Rates)	791,395	791,395	791,395	791,395	791,395
TOTAL NEW ASSETS	4,291,395	4,791,395	4,791,395	4,791,395	4,791,395
TOTAL CAPITAL	\$4,291,395	\$4,791,395	\$4,791,395	\$4,791,395	\$4,791,395
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)	791,395	791,395	791,395	791,395	791,395
Capital Contingency Provision	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
TOTAL NEW ASSETS	4,791,395	4,791,395	4,791,395	4,791,395	4,791,395
TOTAL CAPITAL	\$4,791,395	\$4,791,395	\$4,791,395	\$4,791,395	\$4,791,395
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	-	3,388,871	909,958	124,124	283,468		4,706,421 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	3,388,871	909,958	124,124	283,468	-	4,706,421
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	217,194	58,319	7,955	(283,468)		- CapValGen
<i>Total Modifications</i>	-	217,194	58,319	7,955	(283,468)	-	-
Total Costs and Modifications	-	3,606,065	968,277	132,079	-	-	4,706,421

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	3,606,065	968,277	132,079	-	-	4,706,421
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	3,606,065	968,277	132,079	-	-	4,706,421

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 'Riccarton Bush and grounds' within the Act.

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

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

General Benefits (Section 112F(b))

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

Nature and Distribution of General Benefits

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

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

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

General Benefits

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

Direct Benefits

Control Negative Effects

3.1.funding.3

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

OUTPUT : RICCARTON BUSH TRUST BOARD

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	163,862	43,999	6,002	13,707		227,569 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	163,862	43,999	6,002	13,707	-	227,569
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	10,502	2,820	385	(13,707)		- CapValGen
<i>Total Modifications</i>	-	10,502	2,820	385	(13,707)	-	-
Total Costs and Modifications	-	174,364	46,819	6,386	-	-	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	-	174,364	46,819	6,386	-	-	227,569
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	174,364	46,819	6,386	-	-	227,569

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	-	172,813	46,403	6,330	14,455		240,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	172,813	46,403	6,330	14,455	-	240,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	11,076	2,974	406	(14,455)		- CapValGen
<i>Total Modifications</i>	-	11,076	2,974	406	(14,455)	-	-
Total Costs and Modifications	-	183,888	49,376	6,735	-	-	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	-	183,888	49,376	6,735	-	-	240,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	183,888	49,376	6,735	-	-	240,000

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	-	162,012	43,502	5,934	13,552		225,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	162,012	43,502	5,934	13,552	-	225,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	10,383	2,788	380	(13,552)		- CapValGen
<i>Total Modifications</i>	-	10,383	2,788	380	(13,552)	-	-
Total Costs and Modifications	-	172,395	46,290	6,314	-	-	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	-	172,395	46,290	6,314	-	-	225,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	172,395	46,290	6,314	-	-	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	-	3,681,606	988,561	134,846	307,955		5,112,967 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	3,681,606	988,561	134,846	307,955	-	5,112,967
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	235,955	63,357	8,642	(307,955)		- CapValGen
<i>Total Modifications</i>	-	235,955	63,357	8,642	(307,955)	-	-
Total Costs and Modifications	-	3,917,561	1,051,918	143,488	-	-	5,112,967

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- CapValGen
100.00% Capital Value Rating	-	3,917,561	1,051,918	143,488	-	-	5,112,967
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	3,917,561	1,051,918	143,488	-	-	5,112,967

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	-	540,773	145,205	19,807	45,234		751,019 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	540,773	145,205	19,807	45,234	-	751,019
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	34,658	9,306	1,269	(45,234)		- CapValGen
<i>Total Modifications</i>	-	34,658	9,306	1,269	(45,234)	-	-
Total Costs and Modifications	-	575,431	154,511	21,076	-	-	751,019

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	575,431	154,511	21,076	-	-	751,019
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	575,431	154,511	21,076	-	-	751,019

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	-	103,295	27,736	3,783	8,640		143,454 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
65.00% Negative Effects	266,415	-	-	-	-		266,415 TableC
<i>Total Costs</i>	266,415	103,295	27,736	3,783	8,640	-	409,870
<i>Modifications</i>							
Transfer User Costs to Rating	(266,415)	191,833	51,510	7,026	16,046		- CapValAll
Non-Rateable	-	18,915	5,079	693	(24,687)		- CapValGen
<i>Total Modifications</i>	(266,415)	210,748	56,589	7,719	(8,640)	-	-
Total Costs and Modifications	-	314,043	84,325	11,502	-	-	409,870

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	314,043	84,325	11,502	-	-	409,870
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	314,043	84,325	11,502	-	-	409,870

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	2,260,293	606,919	82,787	-	-	2,950,000	CapValGen
0.00% Capital Value Rating	- (2,260,293)	(606,919)	(82,787)	-	-	- (2,950,000)	
0.00% Uniform Annual Charge	-	-	-	-	-	-	-

Total Funded By

- - - - - - -

3.1.funding.text.6

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

OUTPUT: DIVIDENDS

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

Benefits Maximised income for Council

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

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

General Benefits (Section 112F(b))

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

Nature and Distribution of General Benefits

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

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

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

General Benefits

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

Direct Benefits

Control Negative Effects

3.1.funding.6

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

OUTPUT : DIVIDENDS

Customer Residential Commercial Rural Institutions Grants Total Method

Costs and Modifications*Costs*

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

Total Costs

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

Modifications

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

Total Modifications

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

Total Costs and Modifications

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

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues	21,606,871	5,801,738	791,391	-		28,200,000	CapValGen
0.00% Capital Value Rating	- (21,606,871)	(5,801,738)	(791,391)	-		- (28,200,000)	
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	11,152,796	2,994,677	408,492	-		14,555,964	CapValGen
0.00% Capital Value Rating	- (11,152,796)	(2,994,677)	(408,492)	-		- (14,555,964)	
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	-	-	-	-	-	-

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		-	-	-	-		- CapValGen
0.00% Capital Value Rating	-	-	-	-	-	-	-
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	-	-	-	-	-	-

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

OUTPUT: PETROLEUM TAX

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

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

Strategic Objectives **CCC Policy**

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)***General Benefits (Section 112F(b))***

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

Nature and Distribution of General Benefits

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

Direct Benefits (Section 112F(c))***Control Negative Effects (Section 112F(d))******Modifications Pursuant to Section 12******Funding of Expenditure Needs Pursuant to Section 122E(1)(c)******General Benefits***

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

Direct Benefits***Control Negative Effects***

3.1.funding.6

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

OUTPUT : PETROLEUM TAX

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

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		1,570,712	421,758	57,530	-	2,050,000	CapValGen
0.00% Net Corporate Revenues		-	-	-	-		- CapValGen
0.00% Capital Value Rating	-	(1,570,712)	(421,758)	(57,530)	-	- (2,050,000)	
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	-	-	-	-	-	-

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	-	901,146	241,970	33,006	75,378		1,251,500 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	901,146	241,970	33,006	75,378	-	1,251,500
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	57,755	15,508	2,115	(75,378)		- CapValGen
<i>Total Modifications</i>	-	57,755	15,508	2,115	(75,378)	-	-
Total Costs and Modifications	-	958,901	257,478	35,121	-	-	1,251,500

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	958,901	257,478	35,121	-	-	1,251,500
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	958,901	257,478	35,121	-	-	1,251,500

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	-	446,433	119,873	16,351	37,343		620,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	446,433	119,873	16,351	37,343	-	620,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	28,612	7,683	1,048	(37,343)		- CapValGen
<i>Total Modifications</i>	-	28,612	7,683	1,048	(37,343)	-	-
Total Costs and Modifications	-	475,045	127,556	17,399	-	-	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	-	475,045	127,556	17,399	-	-	620,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	475,045	127,556	17,399	-	-	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***

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	-	852,902	229,016	31,239	71,343		1,184,500 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	852,902	229,016	31,239	71,343	-	1,184,500
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- CapValAll
Non-Rateable	-	54,663	14,678	2,002	(71,343)		- CapValGen
<i>Total Modifications</i>	-	54,663	14,678	2,002	(71,343)	-	-
Total Costs and Modifications	-	907,565	243,694	33,241	-	-	1,184,500

Funded By

0.00% User Charges	-						-
16.88% Grants and Subsidies		153,240	41,147	5,613	-		200,000 CapValGen
0.00% Net Corporate Revenues		-	-	-	-		- 0
83.12% Capital Value Rating	-	754,325	202,546	27,629	-	-	984,500
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	907,565	243,694	33,241	-	-	1,184,500

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***

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	-	206,634	55,484	7,568	17,284		286,970 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	206,634	55,484	7,568	17,284	-	286,970
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- CapValAll
Non-Rateable	-	13,243	3,556	485	(17,284)		- CapValGen
<i>Total Modifications</i>	-	13,243	3,556	485	(17,284)	-	-
Total Costs and Modifications	-	219,877	59,040	8,053	-	-	286,970

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- CapValGen
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	219,877	59,040	8,053	-	-	286,970
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	219,877	59,040	8,053	-	-	286,970

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

Customer Residential Commercial Rural Institutions Grants Total Method

Costs and Modifications*Costs*

100.00% General Benefits	-	72,725	19,528	2,664	6,083		101,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	72,725	19,528	2,664	6,083	-	101,000

Modifications

Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	4,661	1,252	171	(6,083)		- CapValGen
<i>Total Modifications</i>	-	4,661	1,252	171	(6,083)	-	-

Total Costs and Modifications	-	77,386	20,779	2,834	-	-	101,000
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Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	77,386	20,779	2,834	-	-	101,000
0.00% Uniform Annual Charge		-	-	-			-

Total Funded By	-	77,386	20,779	2,834	-	-	101,000
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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	-	163,232	43,830	5,979	13,654		226,695 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	163,232	43,830	5,979	13,654	-	226,695
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	10,462	2,809	383	(13,654)		- CapValGen
<i>Total Modifications</i>	-	10,462	2,809	383	(13,654)	-	-
Total Costs and Modifications	-	173,694	46,639	6,362	-	-	226,695

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	173,694	46,639	6,362	-	-	226,695
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	173,694	46,639	6,362	-	-	226,695

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

OUTPUT: ARTS & HERITAGE - RATES GRANTS

Description Provision of rates grants to community organisations.

Benefits The grant assists the organisation to partly meet there operating expenditures.

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 organisations.

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 EXPENSES AND REVENUES
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : ARTS & HERITAGE - RATES 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	-	74,647	20,044	2,734	6,244		103,669 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	74,647	20,044	2,734	6,244	-	103,669
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	4,784	1,285	175	(6,244)		- CapValGen
<i>Total Modifications</i>	-	4,784	1,285	175	(6,244)	-	-
Total Costs and Modifications	-	79,431	21,328	2,909	-	-	103,669

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	79,431	21,328	2,909	-	-	103,669
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	79,431	21,328	2,909	-	-	103,669

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

OUTPUT: COMMUNITY SERVICES - RATES GRANTS

Description Provision of rates grants to community organisations.

Benefits The grant assists the organisation to partly meet there operating expenditures.

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 organisations.

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 EXPENSES AND REVENUES
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : COMMUNITY SERVICES - RATES 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	-	48,200	12,942	1,765	4,032		66,939 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	48,200	12,942	1,765	4,032	-	66,939
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	3,089	829	113	(4,032)		- CapValGen
<i>Total Modifications</i>	-	3,089	829	113	(4,032)	-	-
Total Costs and Modifications	-	51,289	13,772	1,879	-	-	66,939

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	51,289	13,772	1,879	-	-	66,939
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	51,289	13,772	1,879	-	-	66,939

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

OUTPUT: RECREATION AND SPORT - RATES GRANTS

Description Provision of rates grants to community organisations.

Benefits The grant assists the organisation to partly meet there operating expenditures.

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 organisations.

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 EXPENSES AND REVENUES
OUTPUT CLASS:	GRANTS TO COMMUNITY ORGANISATIONS

OUTPUT : RECREATION AND SPORT - RATES 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	-	111,402	29,913	4,080	9,318		154,713 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	111,402	29,913	4,080	9,318	-	154,713
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	7,140	1,917	262	(9,318)		- CapValGen
<i>Total Modifications</i>	-	7,140	1,917	262	(9,318)	-	-
Total Costs and Modifications	-	118,541	31,830	4,342	-	-	154,713

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	118,541	31,830	4,342	-	-	154,713
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	118,541	31,830	4,342	-	-	154,713

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***

3.1.funding.15

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	-	10,339,573	2,776,315	378,706	864,873		14,359,467 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	10,339,573	2,776,315	378,706	864,873	-	14,359,467
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	662,666	177,935	24,271	(864,873)		- CapValGen
<i>Total Modifications</i>	-	662,666	177,935	24,271	(864,873)	-	-
Total Costs and Modifications	-	11,002,239	2,954,250	402,977	-	-	14,359,467

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	11,002,239	2,954,250	402,977	-	-	14,359,467
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	11,002,239	2,954,250	402,977	-	-	14,359,467

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

3.1.funding.16

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

OUTPUT : OTHER INTEREST

	<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	-	4,925	1,323	180	412		6,840 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	4,925	1,323	180	412	-	6,840
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	316	85	12	(412)		- CapValGen
<i>Total Modifications</i>	-	316	85	12	(412)	-	-
Total Costs and Modifications	-	5,241	1,407	192	-	-	6,840

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
10920.93% Net Corporate Revenues		572,383	153,693	20,965	-		747,041 CapValGen
- Capital Value Rating	-	(567,142)	(152,285)	(20,773)	-	-	(740,200)
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	5,241	1,407	192	-	-	6,840

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	1,072,682	288,030	39,289	-		1,400,000	CapValGen
0.00% Capital Value Rating	- (1,072,682)	(288,030)	(39,289)	-		- (1,400,000)	
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	-	-	-	-	-	-

3.2.0

*PUBLIC
ACCOUNTABILITY*

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

Overall Objectives

To achieve the purposes of local government including:

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

By providing for and promoting:

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

Key Changes

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	645,594
Councillors	Page 3.2.3	2,144,841	1,968,121
Community Boards	Page 3.2.4	914,674	863,890
Elections	Page 3.2.5	30,000	773
DECISION MAKING			
Policy Advice	Page 3.2.6	1,228,326	1,413,153
Trading Activities Monitoring	Page 3.2.6	41,700	41,962
Meetings	Page 3.2.7	1,833,171	1,827,160
Corporate Research Projects	Page 3.2.7	113,728	131,624
Statutory Reporting & Communication	Page 3.2.8	712,739	853,210
PROJECT AND DISCRETIONARY EXPENDITURE			
Receptions	Page 3.2.9	214,629	211,413
Community Board Discretionary Funding	Page 3.2.9	396,679	373,419
Mayoral Projects	Page 3.2.10	51,534	51,328
TOTAL COSTS PUBLIC ACCOUNTABILITY		8,267,688	8,381,645
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	8,356,645
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.	<ul style="list-style-type: none"> • 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

95,000-----
105,000

ALLOCATED COSTS

Alloc O/Head - Mayors Office

362,279

382,287

Alloc O/Head - Community Relations

7,220

7,220

Alloc O/Head - Output Corporate Overheads Cost Centre

16,167

15,087

385,667-----
404,594

TOTAL ALLOCATED COSTS

TOTAL NET COST - MAYORS OFFICE

=====
480,667=====
509,594

TOTAL NET COST - MAYORAL

=====
585,667=====
645,594

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.	<ul style="list-style-type: none"> • 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	42,340
Alloc O/Head - Building Rent	310,086	312,278
Alloc O/Head - Councillors Cost Centre	1,558,840	1,337,340
Alloc O/Head - Output Corporate Overheads Cost Centre	58,335	54,608
Alloc O/Head - Community Relations	10,830	10,830
TOTAL COSTS	2,144,841	1,968,121
REVENUE		
Internal Recoveries	25,000	25,000
TOTAL REVENUE	25,000	25,000
TOTAL NET COSTS - COUNCILLORS	2,119,841	1,943,121

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.	<ul style="list-style-type: none"> • 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	148,419
Allocated O/head - Fendalton/Waimairi Community Board Cost Centre	143,564	136,874
Allocated O/head - Hagley/Ferrymead Community Board Cost Centre	179,314	146,719
Allocated O/head - Spreydon/Heathcote Community Board Cost Centre	147,164	130,009
Allocated O/head - Shirley/Papanui Community Board Cost Centre	135,164	141,854
Allocated O/head - Riccarton/Wigram Community Board Cost Centre	140,564	136,454
Alloc O/Head - Output Corporate Overheads Cost Centre	23,120	23,562
	-----	-----
TOTAL COST COMMUNITY BOARDS	914,674	863,890
	=====	=====
TOTAL NET COSTS - COMMUNITY BOARDS	914,674	863,890
	=====	=====

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
	-----	-----
TOTAL DIRECT COSTS	30,000	0
	-----	-----
ALLOCATED COSTS		
Alloc O/Head - Output Corporate Overheads Cost Centre	0	773
	-----	-----
TOTAL ALLOCATED COSTS	0	773
	-----	-----
TOTAL COSTS	30,000	773
	=====	=====
EXTERNAL REVENUE		
	=====	=====
NET COST - ELECTIONS	30,000	773
	=====	=====

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 advocates.
- 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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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	257,388
Legal Services	173,480	325,948
Director of Finance	26,695	89,015
Director of Operations (Internal Change/Management)	98,343	20,559
Director of Business Projects (Advice)	25,727	26,430
Director of Policy	181,251	180,914
Director of Information (Advice)	65,110	64,383
Financial Services - Corporate Plan	24,943	28,985
Community Advocacy (Advice)	310,459	312,888
Alloc O/Head - Output Corporate Overheads Cost Centre	47,690	31,642
	-----	-----
TOTAL COST POLICY ADVICE	1,228,326	1,413,153
	=====	=====
OUTPUT : TRADING ACTIVITIES MONITORING		
ALLOCATED COSTS		
Director of Finance	2,205	1,352
Director of Business Projects	38,453	39,535
Alloc O/Head - Output Corporate Overheads Cost Centre	1,042	1,074
	-----	-----
TOTAL COST TRADING ACTIVITIES MONITORING	41,700	41,962
	=====	=====

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.	<ul style="list-style-type: none"> • 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	855,864
Corporate Secretarial	926,769	924,073
Alloc O/Head - Output Corporate Overheads Cost Centre	51,617	47,223
	-----	-----
TOTAL COST MEETINGS	1,833,171	1,827,160
	=====	=====
OUTPUT : CORPORATE RESEARCH PROJECTS		
DIRECT COSTS		
	-----	-----
TOTAL DIRECT COSTS	0	0
	-----	-----
ALLOCATED COSTS		
Operations Directorate (Internal Ombudsman)	110,418	128,694
Alloc O/Head - Output Corporate Overheads Cost Centre	3,310	2,930
	-----	-----
TOTAL ALLOCATED COSTS	113,728	131,624
	-----	-----
TOTAL COST - CORPORATE RESEARCH PROJECTS	113,728	131,624
	=====	=====

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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • Residents' survey implemented by 30 June 2004.

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

OUTPUT : STATUTORY REPORTING & COMMUNICATION**2002/2003****2003/2004****BUDGET****BUDGET****Sub-Output: Annual Plan / LTCCP****\$****\$**

ALLOCATED COSTS

Director of Finance (Annual Plan)

17,642

11,870

Director of Finance (Strategic Statement)

2,814

1,893

Financial Services (Annual Plan / LTCCP)

187,166

242,567

Information Directorate (Annual Plan/LTCCP Development)

0

130,943

EEO Programme (Personnel)

25,000

25,000

TOTAL COST ANNUAL PLAN & STRATEGIC STATEMENT

232,623

412,273

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

322,576

EEO Programme (Personnel)

25,000

25,000

TOTAL ALLOCATED COSTS

386,095

347,576

TOTAL COSTS - ANNUAL REPORT

461,095

422,576

Sub Output: Output Overheads

Alloc O/Head - Output Corporate Overheads Cost Centre

19,021

18,360

19,021

18,360

TOTAL COSTS STATUTORY REPORTING & COMMUNICATION

712,739

853,210

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	205,884
Alloc O/Head - Output Corporate Overheads Cost Centre	7,040	5,529
	-----	-----
TOTAL COSTS RECEPTIONS	214,629	211,413
	=====	=====

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	10,219
	-----	-----
TOTAL COST COMMUNITY BOARD DISCRETIONARY FUNDING	396,679	373,419
	=====	=====

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

1,328

TOTAL COST MAYORAL PROJECTS

51,534

51,328

TOTAL COST - DISCRETIONARY EXPENDITURE

448,213

424,746

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		<hr/> <hr/> \$0		<hr/> <hr/> \$0		

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY ADVOCATE, 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 – Redcliffs, Woolston and Heathcote	3,300
Youth Café: 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 ADVOCATE, 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 Adults' 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 ADVOCATE, 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 Roding 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 – 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

Wycola Recreation/Health Project

35,000

Total Allocation Riccarton/Wigram Community Board

\$390,000
=====

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY ADVOCATE, 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 – ongoing planning	5,000
Bishopdale School Initiatives	4,800
Canterbury Neighbourhood Support – Year 3 grant	5,000
Christchurch North Citizens Advice Bureau – annual grant	10,000
Community Celebration Events	4,000
Community Development Funding – “top-up”	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 – Year 3 grant for footpaths	10,000
Out of School Care Programmes – grants	20,000
School Support Initiatives – grant	6,000
Streetscape Projects – 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 ADVOCATE, 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
Y's 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 – ongoing programme	5,000
Plynlimon Road – complete footpath across park frontage/Orkney Street intersection	6,000
Wairakei Road/Breens Road area – widening & remarking	10,000

Total Allocation Fendalton/Waimairi Community Board

390,000
=====

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

SPREYDON/HEATHCOTE 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	39,650

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 – (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 ADVOCATE, 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 ADVOCATE, 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 ADVOCATE, 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

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
ACTIVITY:	PUBLIC ACCOUNTABILITY
OUTPUT CLASS:	COMMUNITY ADVOCATE, 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 ADVOCATE, 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	0
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 ADVOCATE, 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
=====

4.1.0

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 contribution towards the \$10M net rates savings target which was established by the Council on 16 July 2002. (\$28,923)

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

- Information:
Maximising the effectiveness of the Council's activities by constantly seeking to develop information resources and being the preferred supplier of information services to better meet the needs of the Council's customers, stakeholders and staff for decision-making, asset management and service delivery.
- Planning:
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

The outputs included in this budget and plan are provided through two groups:

- (1) IM&TS Group arising from the major review and restructure of MIS and Information Directorate in 2002 and the integration of those entities.
- (2) The formation ex: Policy Directorate and City Solutions of the City Development Group confirmed in January 2003, aimed at providing better cohesion and sharper focus in the forward planning of the city.

Contributions towards the \$10M Net Rates Savings Targets

- Prior to Review and restructuring results for IM&TS were factored in. The 2003/04 budget is \$451,989 less than the approved net direct cost projections. This represents a contribution towards the \$10M net rates savings target which was established by the Council on 16 July 2002. (\$451,989)
- Through the IM&TS Review a further \$880,000 of cost reduction was identified and is reflected in this budget, arising from staff reductions, external sourcing and the completion of a major data conversion project. (880,000)

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

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

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.

4.1.x

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	904,969
Document Management	125,000	125,000
CITY MONITORING AND RESEARCH		
Community Research	113,674	114,664
City Monitoring	78,239	78,583
Information Collection and Analysis	232,695	233,130
CITY DEVELOPMENT ADVICE		
Environment Conservation And Open Space	195,177	169,524
City Planning	861,996	814,260
Urban Design Advice	198,613	185,121
City Heritage Advice And Grants	267,966	311,588
Transportation	190,775	220,102
Area Plans	-	538,766
CITY PLANNING		
City Plan	278,485	263,731
Regional And District Plans And Policies	47,256	39,887
Urban Amenity Improvement Plans	159,016	150,821
Central City Policy, Planning And Project Development	575,206	424,963
City Plan Monitoring	97,141	94,538
Urban Renewal Projects	250,000	315,000
Transportation Projects	95,000	95,000
Central City Projects	350,000	350,000
CONSENTS & APPLICATIONS		
Summit Road Protection	23,815	25,847
Regional Plans Consents	47,256	39,887
City And District Plans Consents	126,207	143,777

4.1.2

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	12,465
Heritage Retention Fund Administration And Grants	1,307,211	1,311,396
COMMUNICATIONS		
External Communications Media Relations	42,440	51,613
External Communication Community Information	443,398	382,657
Internal Communication	-	-
CUSTOMER SUPPORT SERVICES		
Information And Reception	1,770,256	1,733,272
POLICY ADVICE		
Social Policy And Community Governance Advice	232,177	273,351
Sustainable Development Policy And Planning	455,687	448,514
Sustainable Initiatives	310,273	331,519
Environmental Health	278,762	268,244
Environmental Promotion Programmes	208,370	196,684
SECRETARIAT		
Council / Committee Servicing	-	-
TOTAL NET COST	10,514,005	10,648,877
COST OF CAPITAL EMPLOYED	468,175	509,068
CAPITAL OUTPUTS	2,115,957	2,373,200

4.1.3

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

SUMMARY - CORPORATE OFFICE**OUTPUT CLASS EXPENDITURE****LIAISON, ADVICE & MANAGEMENT SUPPORT**

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
Corporate Advice	907,026	1,020,089
Financial Advice	200,282	137,676
Legal Advice	621,984	673,279
Trading Activities	323,463	320,005
General Management	324,101	383,412
Employee Relations	350,973	376,942
Strategy	266,660	280,899
Organisational Development	403,197	437,417
Internal Change/Business Improvement	511,714	501,447
Elected Members	181,251	180,914
Economic Development	37,590	38,537
Advice to Council and its Committees	-	-
INFORMATION DEVELOPMENT		
Information Development	143,487	70,943

TOTAL EXPENDITURE

4,271,728	4,421,559
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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

1,020,089

Financial Advice

200,282

137,676

Legal Advice

621,984

673,279

Trading Activities

323,463

320,005

General Management

324,101

383,412

Employee Relations

350,973

376,942

Strategy

266,660

280,899

Organisational Development

403,197

437,417

Internal Change/Business Improvement

511,714

501,447

Elected Members

181,251

180,914

Economic Development

37,590

38,537

Advice to Council and its Committees

-

-

INFORMATION DEVELOPMENT

Information Development

143,487

70,943

TOTAL REVENUE & RECOVERIES

4,271,728

4,421,559

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	-	130,943
Investigations Commissioner	110,418	128,694
Customer Services Operation	353,369	460,831
Cash & Investment Management Advice	86,685	102,473
Loan Systems Management	51,239	57,931

INFORMATION DEVELOPMENT

Electronic Services	1,142,331	904,969
Persons & Property Data	620,921	622,818
GIS Development	953,095	777,226
Geodata Product Delivery	1,158,870	951,855
Core Business System Operations	2,841,106	2,952,096
Document Management	648,537	484,198

CITY MONITORING AND RESEARCH

Community Research	113,674	114,664
City Monitoring	78,239	78,583
Information Collection and Analysis	232,695	233,130

CITY DEVELOPMENT ADVICE

Environment Conservation And Open Space	195,177	169,524
City Planning	861,996	814,260
Urban Design Advice	198,613	185,121
City Heritage Advice And Grants	267,966	311,588
Transportation	190,775	220,102
Area Plans	-	538,766

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

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

2002/2003
BUDGET
\$

2003/2004
BUDGET
\$

CITY PLANNING

City Plan	278,485	263,731
Regional And District Plans And Policies	47,256	39,887
Urban Amenity Improvement Plans	159,016	150,821
Central City Policy, Planning And Project Development	575,206	424,963
City Plan Monitoring	97,141	94,538
Urban Renewal Projects	250,000	315,000
Transportation Projects	95,000	95,000
Central City Projects	350,000	350,000

CONSENTS & APPLICATIONS

Summit Road Protection	23,815	25,847
Regional Plans Consents	47,256	39,887
City And District Plans Consents	126,207	143,777

FUNDS ADMINISTRATION

Non Conforming Uses Fund Administration	9,581	12,465
Heritage Retention Fund Administration And Grants	1,307,211	1,311,396

BUSINESS SUPPORT

Desktop Services	1,559,119	1,479,749
Network Services	2,057,197	1,960,035
Business Systems	974,801	1,068,817
Telecommunications	413,149	471,061

BUSINESS DEVELOPMENT

Business Development	408,795	381,748
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RISK MANAGEMENT

Audit	115,528	108,337
Health & Safety	301,915	248,817
Insurance	97,879	95,307
Risk Management Advice	40,915	40,856

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

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

2002/2003	2003/2004
BUDGET	BUDGET
\$	\$

EMERGENCY MANAGEMENT

CRC Levy	617,400	628,200
Civil Defence	147,117	122,819

COMMUNICATIONS

External Communications Media Relations	42,440	51,613
External Communication Community Information	901,796	765,314
Internal Communication	132,162	72,036

CUSTOMER SUPPORT SERVICES

Cashiering And Counter Services	2,107,145	2,034,932
Telephone Services	2,083,306	2,053,718
Information And Reception	1,770,256	1,733,272

POLICY ADVICE

Social Policy And Community Governance Advice	232,177	273,351
Sustainable Development Policy And Planning	455,687	448,514
Sustainable Initiatives	310,273	331,519
Environmental Health	278,762	268,244
Environmental Promotion Programmes	208,370	196,684

SECRETARIAT

Council / Committee Servicing	926,769	924,073
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TOTAL EXPENDITURE

29,654,842	29,266,105
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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	-	130,943
Investigations Commissioner	110,418	128,694
Customer Services Operation	353,369	460,831
Cash & Investment Management Advice	86,685	102,473
Loan Systems Management	51,239	57,931

INFORMATION DEVELOPMENT

Electronic Services	-	-
Persons & Property Data	620,921	622,818
GIS Development	953,095	777,226
Geodata Product Delivery	1,158,870	951,855
Core Business System Operations	2,841,106	2,952,096
Document Management	523,537	359,198

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
BUDGET
\$

2003/2004
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	-	-
Transportation Projects	-	-
Central City 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	-	-

BUSINESS SUPPORT

Desktop Services	1,559,119	1,479,749
Network Services	2,057,197	1,960,035
Business Systems	974,801	1,068,817
Telecommunications	413,149	471,061

BUSINESS DEVELOPMENT

Business Development	408,795	381,748
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RISK MANAGEMENT

Audit	115,528	108,337
Health & Safety	301,915	248,817
Insurance	97,879	95,307
Risk Management Advice	40,915	40,856

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)****EMERGENCY MANAGEMENT**

CRC Levy

617,400

628,200

Civil Defence

147,117

122,819

COMMUNICATIONS

External Communications Media Relations

-

-

External Communication Community Information

458,398

382,657

Internal Communication

132,162

72,036

CUSTOMER SUPPORT SERVICES

Cashiering And Counter Services

2,107,145

2,034,932

Telephone Services

2,083,306

2,053,718

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

924,073

TOTAL REVENUE & RECOVERIES

19,140,837

18,617,228

NET COST OF OUTPUTS

10,514,005

10,648,877

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
<ul style="list-style-type: none"> • 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. 	<p>1. Council is satisfied that agreed priorities are achieved.</p>

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	257,388
TOTAL COST CORPORATE ADVICE			199,628	257,388
REVENUE				
Public Accountability			199,628	257,388
TOTAL REVENUE CORPORATE ADVICE			199,628	257,388
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
<ul style="list-style-type: none"> • 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. 	<ol style="list-style-type: none"> 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	257,388
TOTAL COST GENERAL MANAGEMENT			199,628	257,388
REVENUE				
Corporate Overhead Recovery			199,628	257,388
TOTAL REVENUE GENERAL MANAGEMENT			199,628	257,388
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
<ul style="list-style-type: none"> • 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. 	<ol style="list-style-type: none"> 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	128,694
TOTAL COST GENERAL MANAGEMENT				110,418	128,694
REVENUE					
Public Accountability				110,418	128,694
TOTAL REVENUE GENERAL MANAGEMENT				110,418	128,694
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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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	171,183
TOTAL COSTS				107,185	171,183
REVENUE					
Public Accountability Recovery				26,695	89,015
Corporate Overhead Recovery				80,491	82,168
TOTAL REVENUE				107,185	171,183
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.	<ul style="list-style-type: none"> • Mayor and Committee Chairpersons are satisfied with the timeliness and quality of financial advice.
2. Maintain the Council's international credit rating level.	<ul style="list-style-type: none"> • 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	(28.47)%	18.50%	188,282	126,676
TOTAL COSTS			200,282	137,676
REVENUE				
Public Accountability			17,642	11,870
Corporate Overhead Recovery			182,640	125,806
TOTAL REVENUE			200,282	137,676
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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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	270,469
TOTAL COSTS			275,010	270,469
REVENUE				
External Revenue			272,805	269,117
Corporate Overhead Recovery			2,205	1,352
TOTAL REVENUE			275,010	270,469
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.	<ul style="list-style-type: none"> • 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			52,685	68,473
TOTAL COSTS			86,685	102,473
REVENUE				
External Recoveries			115,000	115,000
Corporate Overhead Recovery			-28,315	-12,527
TOTAL REVENUE			86,685	102,473
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.	<ul style="list-style-type: none"> • 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	47,931
TOTAL COSTS			<u>51,239</u>	<u>57,931</u>
REVENUE				
External Recoveries			0	0
Corporate Overhead Recovery			<u>51,239</u>	<u>57,931</u>
TOTAL REVENUE			<u>51,239</u>	<u>57,931</u>
NET COST LOAN SYSTEMS MANAGEMENT			<u><u>0</u></u>	<u><u>0</u></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 <ul style="list-style-type: none"> • Keep our organisational Culture alive by encouraging everyone to practice it “in the way we do business” and “in the way we work together”. • Use the opportunities of the new LG Act to challenge and re-energise the culture. • Contribute to induction of new CEO and Director HR. 	<ul style="list-style-type: none"> • 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 <ul style="list-style-type: none"> • Support change initiatives and ensure that they are aligned with our “good employer” and “good faith” obligations. 	<ul style="list-style-type: none"> • 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	113,361
Transfer From Allocated Holding A/C	(14.22)%	14.22%	117,561	127,539
			-----	-----
			266,660	280,899
RECOVERIES				
Public Accountability (EEO Programme)			50,000	50,000
Corporate Overhead Recovery			216,660	230,899
			-----	-----
			266,660	280,899
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 <ul style="list-style-type: none"> • Review and negotiate existing agreements for alignment with culture business objectives and workability. 	<ul style="list-style-type: none"> • All staff are covered by relevant written and current employment agreements. • Employment agreements assist and support the work of the units.
2. Upskilling <ul style="list-style-type: none"> • Provide further and continuing upskilling of Unit Managers/Team Leaders/HR Network/HR Administrators to encourage and facilitate devolution of much of the operational aspects of employee relations. 	<ul style="list-style-type: none"> • Areas of particular concern and interest identified 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 <ul style="list-style-type: none"> • Review, update and align content of previous Policies Manual with changes in practice and legislation to be accessible on the Intranet. 	<ul style="list-style-type: none"> • All aspects of the Manual to be 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	331,942
			-----	-----
			350,973	376,942
RECOVERIES				
Corporate Overhead Recovery			350,973	376,942
			-----	-----
			350,973	376,942
			-----	-----
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 <ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • 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 <ul style="list-style-type: none"> • Pilot and deliver new processes/systems to increase diversity in the organisation 	<ul style="list-style-type: none"> • Our diversity profile shows improved alignment with the City's
3. Performance Management <ul style="list-style-type: none"> • PVPs are used routinely to manage performance in teams and units 	<ul style="list-style-type: none"> • 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				
ALLOCATED COSTS				
Transfer From Allocated Holding A/C	(48.77)%	48.77%	403,197	437,417
			-----	-----
			403,197	437,417
RECOVERIES				
Internal Recoveries			0	0
Corporate Overhead Recovery			403,197	437,417
			-----	-----
			403,197	437,417
			-----	-----
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.	<ul style="list-style-type: none"> • 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	501,447
	-----	-----
	511,714	501,447
REVENUE		
Public Accountability	98,343	20,559
Internal Recoveries - Director of Bus. Relationships	20,000	22,164
Corporate Overhead Recovery	393,371	458,724
	-----	-----
TOTAL REVENUE	511,714	501,447
	-----	-----
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	315,946
	-----	-----
TOTAL ALLOCATED COSTS	318,369	344,226
	-----	-----
TOTAL COSTS	353,369	460,831
REVENUE		
Internal Recoveries	353,369	460,831
External Recoveries	0	
	-----	-----
TOTAL REVENUE	353,369	460,831
	-----	-----
NET COST CUSTOMER SERVICES OPERATION	<u>0</u>	<u>0</u>

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
Transfer from Allocated Holding A/C	83,528	83,337
	-----	-----
	115,528	108,337
REVENUE		
Corporate Overhead Recovery	108,428	103,337
Internal Recoveries	7,100	5,000
	-----	-----
	115,528	108,337
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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> 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.	<ul style="list-style-type: none"> 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	164,537
	-----	-----
TOTAL COSTS	301,915	248,817
REVENUE		
Corporate Overhead Recovery	263,723	183,817
Internal Recoveries	38,192	65,000
	-----	-----
	301,915	248,817
	-----	-----
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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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

	2002/2003 BUDGET	2003/2004 BUDGET
	\$	\$
OUTPUT : INSURANCE		
ALLOCATED COSTS		
Property Services Charge re: Valuations	1,500	1,500
Tranfer from Allocated Holding A/C	96,379	93,807
	-----	-----
	97,879	95,307
REVENUE		
Internal Recoveries	97,879	95,307
	-----	-----
	97,879	95,307
	-----	-----
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.	<ul style="list-style-type: none"> 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.	<ul style="list-style-type: none"> 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.)	<ul style="list-style-type: none"> 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.	<ul style="list-style-type: none"> 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	25,856
	-----	-----
TOTAL COSTS	40,915	40,856
REVENUE		
Corporate Overhead Recovery	40,915	40,856
	-----	-----
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.	<ul style="list-style-type: none"> • 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

	2002/2003 BUDGET	2003/2004 BUDGET
OUTPUT : CIVIL DEFENCE	\$	\$
DIRECT COSTS		
Operating Costs	60,800	48,688
ALLOCATED COSTS		
Depreciation	500	500
Transfer from Allocated Holding A/C	85,817	73,631
	-----	-----
TOTAL COSTS	147,117	122,819
REVENUE		
Corporate Expenses Recovery	147,117	122,819
	-----	-----
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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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
TOTAL DIRECT COSTS	4,000	9,925
ALLOCATED COSTS		
Tranfer from Allocated Holding A/C	37,387	40,595
Alloc O/Head - Output Corporate Overheads Cost Centre	1,053	1,093
TOTAL ALLOCATED COSTS	38,440	41,688
TOTAL COSTS	42,440	51,613
REVENUE		
TOTAL REVENUE	0	0
NET COST EXTERNAL COMMUNICATIONS MEDIA RELATIONS	42,440	51,613

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.	<ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • 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. 	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> 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.	<ul style="list-style-type: none"> 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.	<ul style="list-style-type: none"> 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.	<ul style="list-style-type: none"> 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.	<ul style="list-style-type: none"> 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		
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	530,314
	-----	-----
TOTAL ALLOCATED COSTS	598,196	530,314
	-----	-----
TOTAL COSTS	901,796	765,314
	-----	-----
REVENUE		
External Revenue	0	0
Internal Recoveries	15,000	0
Corporate Overhead Recoveries	443,398	382,657
	-----	-----
TOTAL REVENUE	458,398	382,657
	=====	=====
NET COST - EXTERNAL COMMUNICATION COMMUNITY INFORMATION	443,398	382,657
	=====	=====

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

OUTPUT : INTERNAL COMMUNICATION	2002/2003 BUDGET \$	2003/2004 BUDGET \$
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	43,236
	-----	-----
TOTAL ALLOCATED COSTS	112,162	43,236
	-----	-----
TOTAL COSTS	132,162	72,036
REVENUE		
Corporate Overhead Recoveries	132,162	72,036
	-----	-----
TOTAL REVENUE	132,162	72,036
	=====	=====
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.	<ul style="list-style-type: none"> 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.	<ul style="list-style-type: none"> 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

OUTPUT : WALK IN SERVICES	2002/2003 BUDGET \$	2003/2004 BUDGET \$
Direct Costs	215,599	137,330
Allocated Costs	1,891,546	1,897,602
TOTAL COSTS WALK IN SERVICES	2,107,145	2,034,932
External Revenue	232,854	135,734
Internal Revenue	216,484	612,931
Internal Recoveries - Output : Information & Advice	1,657,807	1,286,267
TOTAL REVENUES WALK IN SERVICES	2,107,145	2,034,932
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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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	1,949,718
	-----	-----
TOTAL COSTS TELEPHONE & ELECTRONIC CUSTOMER SERVICE	2,083,306	2,053,718
External Revenue		
Internal Revenue	2,023,373	1,658,314
Internal Recoveries - Output : Information & Advice	59,934	395,404
	-----	-----
TOTAL REVENUES TELEPHONE & ELECTRONIC CUSTOMER SERVICE	2,083,306	2,053,718
	-----	-----
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.	<ul style="list-style-type: none"> • 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	51,601
Alloc O/Head - Output : Walk In Services	1,657,807	1,286,267
Alloc O/Head - Output : Telephone & Electronic Customer Service	59,934	395,404
	-----	-----
TOTAL COSTS INFORMATION & ADVICE	1,770,256	1,733,272
External Revenue		
Internal Revenue		
	-----	-----
TOTAL REVENUES INFORMATION & ADVICE	0	0
	-----	-----
NET COST INFORMATION & ADVICE	1,770,256	1,733,272
	=====	=====

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	126,909
TOTAL COSTS			183,146	151,909
RECOVERIES				
Corporate Overhead			183,146	151,909
TOTAL REVENUE			183,146	151,909
NET COST - CORPORATE ADVICE			0	0

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

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : ADVICE TO COUNCIL AND ITS COMMITTEES		
DIRECT COSTS		
	-----	-----
	0	0
ALLOCATED COSTS		
	-----	-----
	0	0
	-----	-----
TOTAL COSTS	0	0
	-----	-----
RECOVERIES		
	-----	-----
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.	<ul style="list-style-type: none"> • Councillors and Community Board members are provided with up to date information on policy and professional matters. Enquiries responded to within one week of receipt.

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

			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	180,914
TOTAL COSTS			181,251	180,914
RECOVERIES				
Public Accountability			181,251	180,914
TOTAL REVENUE			181,251	180,914
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	156,370
Alloc O/Head - Output Corporate Overheads Cost Centre			516	5,981
			-----	-----
			157,177	162,351
			-----	-----
TOTAL COSTS			232,177	273,351
RECOVERIES				
			-----	-----
TOTAL REVENUE			0	0
			-----	-----
NET COST - SOCIAL POLICY ANALYSIS AND ADVICE			232,177	273,351
			=====	=====

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	366,775
Alloc O/Head - Output Corporate Overheads Cost Centre			13,228	11,739
			-----	-----
			380,687	378,514
			-----	-----
TOTAL COSTS			455,687	448,514
RECOVERIES				
			-----	-----
TOTAL REVENUE			0	0
			-----	-----
NET COST - SUSTAINABLE DEVELOPMENT POLICY AND PLANNING			455,687	448,514
			=====	=====

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
<ul style="list-style-type: none"> 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'. 	<ul style="list-style-type: none"> 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.
<ul style="list-style-type: none"> 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". 	<ul style="list-style-type: none"> 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.
<ul style="list-style-type: none"> Reduction in greenhouse gas emissions in the City. 	<ul style="list-style-type: none"> Two initiatives commenced with potential to achieve long-term city-wide reductions in greenhouse gas emissions of 5% over the 2003/04 year.
<ul style="list-style-type: none"> Development of initiatives, which demonstrate alternative and substantially more sustainable ways of doing things, environmentally, socially, culturally and economically. 	<ul style="list-style-type: none"> 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	210,271
City Solutions Charges			0	91,738
Alloc O/Head - Output Corporate Overheads Cost Centre			5,693	7,220
			-----	-----
			120,273	309,229
			-----	-----
TOTAL COSTS			310,273	331,519
			-----	-----
RECOVERIES				
			-----	-----
TOTAL REVENUE			0	0
			-----	-----
NET COST - SUSTAINABLE CHRISTCHURCH INITIATIVES			310,273	331,519
			=====	=====

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	111,266
Alloc O/Head - Information Directorate			73,752	61,872
Alloc O/Head - Output Corporate Overheads Cost Centre			4,399	7,181
Depreciation			1,226	0
			179,587	180,319
NET COST - ENVIRONMENTAL HEALTH			278,762	268,244

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			
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	9,982
Alloc O/Head - Output Corporate Overheads Cost Centre		10,607	5,368
Technical Advice (internal)		5,000	5,000
Promotion Charges		50,000	50,000
Alloc O/Head - Information Directorate		9,219	7,734
City Solutions		55,000	50,000
TOTAL COST		208,370	196,684
EXTERNAL REVENUE		0	0
NET COST - ENVIRONMENTAL PROMOTION PROGRAMMES		208,370	196,684

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, 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 CEO is satisfied with the quality of the contribution to the Corporate Office and corporate teams and projects.	• The CEO 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 (LTCCP), as required by new Local Government legislation.	<ul style="list-style-type: none"> • Draft LTCCP compiled in accordance with statutory requirements. • 2004/05 LTCCP adopted by 30 June 2004.

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	107,615	106,415
	-----	-----
TOTAL COST	107,615	106,415
INTERNAL RECOVERY		
Corporate Overhead	42,505	42,031
Public Accountability	65,110	64,383
	-----	-----
TOTAL RECOVERY	107,615	106,415
	-----	-----
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	70,943
	-----	-----
TOTAL COST	0	130,943
INTERNAL RECOVERY		
Public Accountability	0	130,943
	-----	-----
TOTAL RECOVERY	0	130,943
	-----	-----
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	143,487	70,943
TOTAL COST	143,487	70,943
INTERNAL RECOVERY		
MIS Unit	35,872	17,736
Corporate Overhead	107,615	53,207
TOTAL RECOVERY	143,487	70,943
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 assessment method for information management and technology improvement projects.	• Project completed to agreed specification and budget.

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	702,332	458,425
Alloc O/Head - Output Corporate Overheads Cost Centre	13,598	29,427
Depreciation	215,448	306,164
	-----	-----
TOTAL COST	1,142,331	904,969
INTERNAL RECOVERY		
EXTERNAL REVENUE		
	-----	-----
TOTAL RECOVERY	0	0
	-----	-----
NET COST ELECTRONIC SERVICES	1,142,331	904,969
	=====	=====

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.	<ul style="list-style-type: none"> • 80% of Data Intelligence 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	394,326
Transfer from Core Business Sytems (Business Solutions)	219,902	228,492
	-----	-----
TOTAL ALLOCATED COSTS	620,921	622,818
	-----	-----
TOTAL COSTS	620,921	622,818
	-----	-----
REVENUE		
External Revenue	271,000	271,000
Internal Recoveries	281,577	283,104
Overhead Recoveries	68,344	68,715
	-----	-----
TOTAL REVENUE	620,921	622,818
	-----	-----
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.	<ul style="list-style-type: none"> • 90% of Business Solutions 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	668,097
Depreciation	36,703	32,693
TOTAL COSTS	953,095	777,226
REVENUE		
External Revenue		
Internal Recoveries	723,802	610,049
Overhead Recoveries	229,293	167,177
TOTAL REVENUE	953,095	777,226
NET COST - GIS DEVELOPMENT	0	0

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

OUTPUT : 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.	<ul style="list-style-type: none"> • 90% of Data Intelligence 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.

4.1.49

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

OUTPUT : PRODUCT DELIVERY	2002/2003 BUDGET \$	2003/2004 BUDGET \$
ALLOCATED COSTS		
Transfer from Allocated Holding A/C	1,158,870	951,855
TOTAL ALLOCATED COSTS	1,158,870	951,855
TOTAL COSTS	1,158,870	951,855
REVENUE		
External Revenue		
Internal Recoveries	1,158,870	922,217
Overhead Recoveries	0	29,638
TOTAL REVENUE	1,158,870	951,855
NET COST - 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 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 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	861,236
Transfer from Allocated Holding A/C	534,812	548,337
TOTAL COSTS	2,841,106	2,952,096
REVENUE		
Internal Recoveries	1,330,774	1,382,762
Overhead Recoveries	1,510,332	1,569,334
TOTAL REVENUE	2,841,106	2,952,096
NET COST - CORE BUSINESS SYSTEM OPERATIONS	-0	0

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

OUTPUT : DOCUMENT MANAGEMENT

Description

- The management of the Council's paper and electronic documents through the use of new technology and business processes.

Objectives for 2003/04	Performance Indicators
1. Develop a strategy for the integrated management of paper records and electronic documents across the organisation	• Completion of this strategy and its corporate agreement by 30 June 2004

4.1.51

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

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : DOCUMENT MANAGEMENT		
DIRECT COSTS		
Operating Costs	648,537	398,521
	-----	-----
TOTAL DIRECT COSTS	648,537	398,521
ALLOCATED COSTS		
Alloc O/Head - Internal Property Rental	0	10,000
Alloc O/Head - Document Management Cost Centre	0	75,677
	-----	-----
TOTAL ALLOCATED COSTS	0	85,677
	-----	-----
TOTAL COST	648,537	484,198
	-----	-----
REVENUE		
Internal Recoveries	349,906	240,000
External Recoveries	0	0
Corporate Overhead Recoveries	173,631	119,198
	-----	-----
TOTAL REVENUE	523,537	359,198
	-----	-----
NET COST DOCUMENT MANAGEMENT	125,000	125,000
	=====	=====

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.	<ul style="list-style-type: none"> • 'Big Cities Quality of Life' indicators programme implemented and maintained.
2. To provide research advice and support to staff involved with implementing projects related to the Council's social and community objectives and policies.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • Research guidelines maintained and updated.

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

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : COMMUNITY RESEARCH		
DIRECT COSTS		
Community Development Research	35,000	35,000
	-----	-----
TOTAL DIRECT COSTS	35,000	35,000
ALLOCATED COSTS		
Transfer from Allocated Holding A/C	76,339	76,568
Alloc O/Head - Output Corporate Overheads Cost Centre	2,335	2,928
Depreciation	0	168
	-----	-----
TOTAL ALLOCATED COSTS	78,674	79,664
	-----	-----
TOTAL COSTS	113,674	114,664
	-----	-----
REVENUE		
Internal Recoveries		
External Recoveries		
	-----	-----
NET COST : COMMUNITY RESEARCH	113,674	114,664
	=====	=====

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.

4.1.53

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

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : CITY MONITORING		
DIRECT COSTS		
	-----	-----
TOTAL DIRECT COSTS	0	0
ALLOCATED COSTS		
Transfer from Allocated Holding A/C	76,339	76,568
Alloc O/Head - Output Corporate Overheads Cost Centre	1,900	2,015
	-----	-----
TOTAL ALLOCATED COSTS	78,239	78,583
	-----	-----
TOTAL COSTS	78,239	78,583
	-----	-----
REVENUE		
Internal Recoveries		
External Recoveries		
	-----	-----
NET COST : CITY MONITORING	78,239	78,583
	=====	=====

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

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : INFORMATION COLLECTION AND ANALYSIS		
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	152,677	153,136
Alloc O/Head - Output Corporate Overheads Cost Centre	6,018	5,994
	-----	-----
TOTAL ALLOCATED COSTS	158,695	159,130
	-----	-----
TOTAL COSTS	232,695	233,130
	-----	-----
REVENUE		
	-----	-----
NET COST : INFORMATION COLLECTION AND ANALYSIS	232,695	233,130
	=====	=====

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.	

4.1.55

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
Transfer from Allocated Holding A/C's	90,831	76,200
Alloc O/Head - Output Corporate Overheads Cost Centre	3,032	5,028
	-----	-----
NET COST - ENVIRONMENT CONSERVATION AND OPEN SPACE	195,177	169,524
	=====	=====

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 in accordance with the adopted Area Plans programme for 2003/04.	• Completed area plans for Year 1 of a 2 year programme adopted by Council.
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.	• Review completed and implications assessed by 30 June 2004.
4. Substantially progress the long term urban development strategy during 2003/04.	• Agreed milestones for strategy development achieved.
5. Complete the development of the Commercial Strategy during 2003/04..	• Commercial Strategy completed and regulatory and non-regulatory mechanisms for implementation identified by 30 June 2004.

4.1.56

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	354,318	379,084
Alloc O/Head - Output Corporate Overheads Cost Centre	18,074	22,205
NET COST CITY PLANNING	861,996	814,260

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.	<ul style="list-style-type: none"> • Comprehensive policy prepared for public street space. • 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

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : URBAN DESIGN ADVICE		
DIRECT COSTS		
Administration Costs	61,000	30,000
	-----	-----
	61,000	30,000
ALLOCATED COSTS		
City Solutions Charges	17,555	0
Transfer from Allocated Holding A/C's	105,046	134,722
Technical Advice (internal)	10,000	5,000
Geodata Charges	0	10,000
Alloc O/Head - Output Corporate Overheads Cost Centre	5,012	5,116
Depreciation	0	282
	-----	-----
TOTAL COST	198,613	185,121
EXTERNAL REVENUE	0	0
NET COST - URBAN DESIGN ADVICE198,613185,121
	=====	=====

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

OUTPUT : CITY HERITAGE ADVICE

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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • Research, review and advise on heritage issues in response to City Plan matters as required. • Substantial progress made on drafting a City Plan Change, which updates heritage listings.
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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • Respond to enquiries, provide advice and information, assist with the development of community heritage projects as required.

4.1.58

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

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : CITY HERITAGE ADVICE		
DIRECT COSTS		
Administration Costs	20,000	40,500
Archeological Sites within City	10,000	10,000
Publications	0	10,000
Heritage Development Projects	30,000	20,000
	-----	-----
	60,000	80,500
ALLOCATED COSTS		
Transfer from Allocated Holding A/C's	148,604	195,960
Alloc O/Head - Output Corporate Overheads Cost Centre	28,827	25,128
Technical Advice (internal)	5,000	5,000
City Solutions Charges	25,535	0
Geodata Charges	0	5,000
	-----	-----
TOTAL COST	267,966	311,588
EXTERNAL REVENUE	0	0
NET COST - CITY HERITAGE ADVICE	267,966	311,588

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.).	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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.

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
	-----	-----
TOTAL DIRECT COSTS	50,000	100,000
ALLOCATED COSTS		
Transfer from Allocated Holding A/C's	134,438	112,740
Alloc O/Head - Output Corporate Overheads Cost Centre	6,337	7,362
	-----	-----
	140,775	120,102
	-----	-----
NET COST - TRANSPORTATION	190,775	220,102
	=====	=====

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	258,427	246,557
Alloc O/Head - Output Corporate Overheads Cost Centre	6,493	7,174
	-----	-----
NET COST - CITY PLAN	278,485	263,731
	=====	=====

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.	<ul style="list-style-type: none"> • 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		
Transfer from Allocated Holding A/C's	46,095	38,670
Alloc O/Head - Output Corporate Overheads Cost Centre	1,162	1,217
	-----	-----
NET COST - REGIONAL AND DISTRICT PLANS AND POLICIES	47,256	39,887
	=====	=====

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

OUTPUT : URBAN RENEWAL 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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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 RENEWAL PLANS	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Publications	0	10,000
Geodata Charges	0	5,000
ALLOCATED COSTS		
City Solutions Charges	15,959	0
Transfer from Allocated Holding A/C's	133,210	125,285
Alloc O/Head - Output Corporate Overheads Cost Centre	9,847	10,536
	-----	-----
NET COST - URBAN RENEWAL PLANS	159,016	150,821
	=====	=====

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.	<ul style="list-style-type: none"> • Project implemented to time and budget.

4.1.63

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

OUTPUT : AREA PLANS	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Professional fees (external)	0	57,000
Project costs	0	260,000
	-----	-----
TOTAL DIRECT COSTS	0	317,000
ALLOCATED COSTS		
Transfer from Allocated Holding A/C's	0	221,766
	-----	-----
	0	221,766
	-----	-----
NET COST - AREA PLANS	0	538,766
	=====	=====

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

OUTPUT : CENTRAL CITY POLICY & PLANNING

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 brief and other plans 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. Substantially progress the Central City Stage II Strategy.	• Satisfactory progress made on Stage II Strategy.

4.1.64

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

OUTPUT : CENTRAL CITY POLICY & PLANNING	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Project Feasibility Studies	60,000	60,000
Central City Project Team "Internal" & "External"	130,000	30,000
ALLOCATED COSTS		
City Solutions Charges	1,596	0
Transfer from Allocated Holding A/C's	363,839	310,357
Alloc O/Head - Output Corporate Overheads Cost Centre	19,771	24,606
NET COST - CENTRAL CITY POLICY & PLANNING	575,206	424,963

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.	<ul style="list-style-type: none"> • Report the parts of the 2003 'State of the Environment' report that are relevant to City Plan monitoring by October 2003. • Report on the status and development of the overall monitoring programme by 30 December 2003.

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 : CITY PLAN MONITORING		
ALLOCATED COSTS		
Transfer from Allocated Holding A/C's	94,776	92,036
Alloc O/Head - Output Corporate Overheads Cost Centre	2,365	2,502
NET COST - CITY PLAN MONITORING	97,141	94,538

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

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.

4.1.66

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
Urban Renewal Projects - Operational Component	250,000	250,000
ALLOCATED COSTS	0	0
NET COST - URBAN RENEWAL PROJECTS	250,000	315,000

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

OUTPUT : TRANSPORTATION PROJECTS

Description

- Planning and implementation of approved Transportation Projects.

Objectives for 2003/04	Performance Indicators
1. Implement the Staff Bus Scheme subject to satisfactory IRD approval and in accordance with Council direction.	• Scheme, if approved, implemented to time and budget.

4.1.67

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

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : TRANSPORTATION PROJECTS		
DIRECT COSTS		
Council Transport Initiative (Staff Bus Pass Scheme)	95,000	95,000
ALLOCATED COSTS	0	0
NET COST - TRANSPORTATION PROJECTS	95,000	95,000

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

OUTPUT : CENTRAL CITY PROJECTS

Description

- Planning and implementation of approved Central City Projects.

Objectives for 2003/04	Performance Indicators
1. Implement approved precinct upgrade and other projects.	<ul style="list-style-type: none"> • Projects implemented within agreed timeframes and budget.

4.1.68

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

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : CENTRAL CITY PROJECTS		
DIRECT COSTS		
Special Character Area Precinct Upgrade	200,000	200,000
Central City Park/Residential Development	150,000	150,000
ALLOCATED COSTS	0	0
NET COST - CENTRAL CITY PROJECTS	350,000	350,000

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.

4.1.69

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

OUTPUT : SUMMIT ROAD PROTECTION	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Administration Costs	14,000	17,500
ALLOCATED COSTS		
Transfer from Allocated Holding A/C's	9,219	7,734
Alloc O/Head - Output Corporate Overheads Cost Centre	596	613
	-----	-----
NET COST - SUMMIT ROAD PROTECTION	23,815	25,847
	=====	=====

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.

4.1.70

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		
Transfer from Allocated Holding A/C's	46,095	38,670
Alloc O/Head - Output Corporate Overheads Cost Centre	1,162	1,217
	-----	-----
NET COST - REGIONAL PLANS CONSENTS	47,256	39,887
	=====	=====

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.

4.1.71

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	111,431	130,526
Alloc O/Head - Output Corporate Overheads Cost Centre	2,807	3,251
	-----	-----
NET COST - CITY AND DISTRICT PLANS CONSENTS	126,207	143,777
	=====	=====

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.

4.1.72

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

OUTPUT : NON CONFORMING USES FUND ADMINISTRATION	2002/2003 BUDGET	2003/2004 BUDGET
	\$	\$
ALLOCATED COSTS		
Transfer from Allocated Holding A/C's	9,219	12,218
Alloc O/Head - Output Corporate Overheads Cost Centre	362	247
	-----	-----
NET COST - NON CONFORMING USES FUND ADMINISTRATION	9,581	12,465
	=====	=====

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.	<ul style="list-style-type: none"> • Assistance to owners of 10 listed heritage buildings by 30 June 2004.

4.1.73

RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	FUNDS ADMINISTRATION & GRANTS

OUTPUT : HERITAGE 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
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
Music Centre - Grant	16,500	16,500
Heritage Development Grants (Rates Relief)	30,000	30,000
	-----	-----
	1,146,500	1,156,500
ALLOCATED COSTS		
Transfer from Allocated Holding A/C's	17,930	12,247
Alloc O/Head - Output Corporate Overheads Cost Centre	15,185	15,449
City Solutions Charges	1,596	0
Rent (Nurses Chapel)	37,200	32,400
Rent (Chokebore Lodge)	25,200	19,200
Rent (Saint Marys Chapel)	63,600	75,600
	-----	-----
NET COST - HERITAGE FUND ADMINISTRATION AND GRANTS	1,307,211	1,311,396
	=====	=====

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

4.1.74

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	CORPORATE OFFICE - INFORMATION & PLANNING SECTION
OUTPUT CLASS	BUSINESS SUPPORT

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : DESKTOP SERVICES		
Suboutput : Desktop Support		
DIRECT COSTS		
TOTAL DIRECT COSTS	0	0
ALLOCATED COSTS		
Transferred from Customer Services Support Cost Centre	1,183,533	1,127,363
Depreciation	5,586	5,586
TOTAL ALLOCATED COSTS	1,189,119	1,132,949
TOTAL COST	1,189,119	1,132,949
REVENUE		
Internal Recoveries	1,189,119	1,132,949
TOTAL REVENUE	1,189,119	1,132,949
TOTAL NET COST - DESKTOP SERVICES	0	0

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
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 HelpDesk).	• Implement a single point of contact for all IT related queries (to the 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 Systems Team implementing Active Directory Services (ADS)).							

¹ Applies to 'standard' and 'laptop' support, but not to 'specialised' support.

4.1.75

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	CORPORATE OFFICE - INFORMATION & PLANNING SECTION
OUTPUT CLASS	BUSINESS SUPPORT

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : DESKTOP SERVICES		
Suboutput : Software Licensing		
DIRECT COSTS		
Microsoft Select Agreement	370,000	307,000
Other Software	0	39,800
	-----	-----
TOTAL COST	370,000	346,800
REVENUE		
Internal Recoveries	370,000	346,800
	-----	-----
TOTAL REVENUE	370,000	346,800
	-----	-----
TOTAL NET COST - SOFTWARE LICENSING	0	0
	=====	=====

4.1.text.76

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

OUTPUT : NETWORK SERVICES

For text see pages 4.1.text.77 and 4.1.text.78.

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	CORPORATE OFFICE - INFORMATION & PLANNING SECTION
OUTPUT CLASS	BUSINESS SUPPORT

OUTPUT : NETWORK SERVICES	2002/2003 BUDGET \$	2003/2004 BUDGET \$
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	314,417	432,752
Depreciation	348,581	211,628
TOTAL ALLOCATED COSTS	722,998	674,380
TOTAL COST	1,055,946	1,021,328
REVENUE		
Internal Recoveries	1,055,946	1,021,328
TOTAL REVENUE	1,055,946	1,021,328
TOTAL NET COST - NETWORK CONNECTIONS	0	0

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

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	CORPORATE OFFICE - INFORMATION & PLANNING SECTION
OUTPUT CLASS	BUSINESS SUPPORT

OUTPUT : NETWORK SERVICES	2002/2003 BUDGET \$	2003/2004 BUDGET \$
Suboutput : File/Print/E-mail Services		
ALLOCATED COSTS		
Transfer from Customer Services Systems Cost Centre	880,368	815,520
TOTAL ALLOCATED COSTS	880,368	815,520
TOTAL COST	880,368	815,520
REVENUE		
Internal Recoveries	880,368	815,520
TOTAL REVENUE	880,368	815,520
TOTAL NET COST - FILE/PRINT/E-MAIL SERVICES	0	0

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
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.	<div><div>• To achieve customer satisfaction of 90% with file, e-mail, print and internet services.</div><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>48%</td><td>92%</td><td>92%</td><td>92%</td><td>93%</td><td>96%</td></tr></table></div>		1996/97	1997/98	1998/99	1999/00	2000/01	2001/02	Past performance:	48%	92%	92%	92%	93%	96%
	1996/97	1997/98	1998/99	1999/00	2000/01	2001/02									
Past performance:	48%	92%	92%	92%	93%	96%									
4. To upgrade the SAP server environment.	<div><div>• To have installed replacements for all SAP servers by 30 June 2004.</div></div>														
5. To implement Active Directory Services.	<div><div>• To have migrated current Windows NT4 domains to Active Directory by 30 June 2004.</div></div>														

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	65,187
TOTAL ALLOCATED COSTS	62,883	65,187
TOTAL COST	120,883	123,187
REVENUE		
Internal Recoveries	120,883	123,187
TOTAL REVENUE	120,883	123,187
TOTAL NET COST - INTERNET SERVICES	0	0

4.1.text.79

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

OUTPUT : BUSINESS SYSTEMS

For text see page 4.1.text.80.

4.1.79

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	CORPORATE OFFICE - INFORMATION & PLANNING SECTION
OUTPUT CLASS	BUSINESS SUPPORT

	2002/2003 BUDGET \$	2003/2004 BUDGET \$
OUTPUT : BUSINESS SYSTEMS		
Suboutput : Core Business Solutions		
DIRECT COSTS		
TOTAL DIRECT COSTS	0	0
ALLOCATED COSTS		
Transfer from Customer Services Systems Cost Centre	628,834	651,874
Transfer from Customer Services Support Cost Centre	80,695	78,585
Depreciation	55,660	130,777
TOTAL ALLOCATED COSTS	765,190	861,236
TOTAL COST	765,190	861,236
REVENUE		
Internal Recoveries	765,190	861,236
TOTAL REVENUE	765,190	861,236
TOTAL NET COST - OTHER BUSINESS SYSTEMS	0	0

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
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.	<div>• To provide support services to the levels below, as defined in the Service Level Agreement.</div> <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.	<div>• Achieve 75% customer satisfaction with business systems.</div> <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.	<div>• To size and install an upgraded SAP configuration by 30 June 2004.</div>																																									

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	CORPORATE OFFICE - INFORMATION & PLANNING SECTION
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	207,581
TOTAL ALLOCATED COSTS	209,611	207,581
TOTAL COST	209,611	207,581
REVENUE		
Internal Recoveries	209,611	207,581
TOTAL REVENUE	209,611	207,581
TOTAL NET COST - OTHER BUSINESS SYSTEMS	0	0

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
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.	<ul style="list-style-type: none">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.	<ul style="list-style-type: none">Expenditure to be no more than Budget.																				
3. Recover all communication system costs from system users.	<ul style="list-style-type: none">Proportion of costs recovered from users to be 100%.																				

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	CORPORATE OFFICE - INFORMATION & PLANNING SECTION
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	151,906
Depreciation	133,691	171,155
TOTAL ALLOCATED COSTS	261,149	323,061
TOTAL COSTS - COMMUNICATIONS SYSTEMS	413,149	471,061
REVENUE		
External Revenue	0	0
Internal Recoveries	413,149	471,061
TOTAL REVENUE	413,149	471,061
NET COST - TELECOMMUNICATION SYSTEMS	0	0

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
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 relationship with 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 IM&TS's services and IT developments; to represent the Customer's interests to IM&TS 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 IM&TS 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 elsewhere in the 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.	<div><div><div>Achieve an 85% level of satisfaction with Business Development services as measured by a survey of users.</div><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></div></div>		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.	<div><div><div>Meet agreed project deadlines 85% of the time.</div></div></div>												

MONITORING COMMITTEE	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT	CORPORATE OFFICE - INFORMATION & PLANNING SECTION
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	0	43,320
Transfer From Business Development Cost Centre	218,795	150,856
	-----	-----
TOTAL ALLOCATED COSTS	218,795	194,175
	-----	-----
TOTAL COSTS - BUSINESS CONSULTING	218,795	194,175
	-----	-----
REVENUE		
Internal Revenue	20,000	20,000
Corporate Overhead Recovery	198,795	174,175
	-----	-----
TOTAL REVENUE	218,795	194,175
	-----	-----
NET COST - BUSINESS CONSULTING	0	0
	=====	=====
Suboutput : Software Development		
ALLOCATED COSTS		
Transfer from Business Development Cost Centre	0	41,847
Transfer from Business Development Cost Centre	190,000	145,726
	-----	-----
TOTAL COSTS	190,000	187,573
	-----	-----
REVENUE		
Internal Revenue	40,000	40,000
Corporate Overhead Recovery	150,000	147,573
	-----	-----
	190,000	187,573
	-----	-----
NET COST SYSTEM SOFTWARE DEVELOPMENT	0	0
	=====	=====

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.	<ul style="list-style-type: none"> • 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.

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	43,994
Allocated Overhead - Dir Operations (25%)			5,000	5,541
TOTAL ALLOCATED COSTS			48,453	49,535
TOTAL COSTS			48,453	49,535
REVENUE				
Internal Recoveries			48,453	49,535
TOTAL REVENUE			48,453	49,535
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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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	54,993
Allocated Overhead - Dir Operations (50%)			10,000	11,082
TOTAL ALLOCATED COSTS			64,316	66,075
TOTAL COSTS			64,316	66,075
REVENUE				
Internal Recoveries			25,727	26,430
Corporate Overhead Recovery			38,590	39,645
TOTAL REVENUE			64,316	66,075
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.	<ul style="list-style-type: none"> • Customers and stakeholders satisfied with the outcomes of capital projects completed.

4.1.85

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	126,024
TOTAL ALLOCATED COSTS		----- 124,474	----- 126,024
TOTAL COSTS		----- 124,474	----- 126,024
REVENUE			
Internal Recoveries		124,474	126,024
TOTAL REVENUE		----- 124,474	----- 126,024
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.	<ul style="list-style-type: none"> • 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	32,996
Allocated Overhead - Dir Operations (25%)			5,000	5,541
TOTAL ALLOCATED COSTS			37,590	38,537
TOTAL COSTS			37,590	38,537
REVENUE				
Internal Recoveries			37,590	38,537
TOTAL REVENUE			37,590	38,537
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.

4.1.87

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	623,279
TOTAL COST - LEGAL ADVICE			621,984	673,279
REVENUE				
Internal Recoveries			621,984	673,279
TOTAL REVENUE			621,984	673,279
NET COST LEGAL ADVICE			0	0

4.1.text.88

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.87.

4.1.88

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				
ALLOCATED COSTS				
Transfer from Legal Services Cost Centre	(30.00)%	30.00%	245,136	267,119
TOTAL COST - CORPORATE ADVICE			245,136	267,119
REVENUE				
External Recoveries			0	0
Internal Recoveries			245,136	267,119
TOTAL REVENUE			245,136	267,119
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.

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	785,723
TOTAL ALLOCATED COSTS	836,769	834,073
TOTAL COSTS	926,769	924,073
INTERNAL REVENUE		
Funding Transfer from - Public Accountability (Meetings)	926,769	924,073
TOTAL REVENUE	926,769	924,073
NET COST - COUNCIL/COMMITTEE SERVICING	0	0

4.1.90

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
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	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
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4.1.91

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	

4.1.92

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	

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

4.1.95

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 Software	64,000	34,000	86,700		
Sub - Total Telecommunications	515,700	900,300	100,200	12,500	27,500

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					
COMPUTER HARDWARE & SOFTWARE					
Software Development				5,000	
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
PC Software Licensing				5,000	
Sub - Total	350,000	170,000	450,000	230,000	445,000
Telecommunications					
PABX replacemnt	25,000	75,000	50,000	50,000	50,000
Sub - Total Telecommunications	25,000	75,000	50,000	50,000	50,000
TOTAL RENEWALS & REPLACEMENTS	890,700	1,145,300	600,200	292,500	522,500

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
ASSET IMPROVEMENTS					
COMPUTER HARDWARE & SOFTWARE					
Customer Services Support					
Training Material		10,000		10,000	
Equipment	33,000				
Upgrade Training Rm	15,000				
NETWORK SERVICES					
Servers & Storage	210,000	140,000	130,000	140,000	130,000
Software	20,000	10,000		20,000	20,000
Network Equipment	35,000	40,000	50,000	60,000	50,000
Sub - Total	313,000	200,000	180,000	230,000	200,000
Telecommunications		75,000	20,000	20,000	20,000
CIVIC OFFICES PABX					
PABX Upgrade	40,000				
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:	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					
Warners Heritage Hotel	652,000				
Theatre Royal (Equity Funding)		2,300,000			
Sub - Total	1,058,500	2,703,500	401,500	403,500	401,500
COMPUTER HARDWARE & SOFTWARE					
Software Development			5,000		
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
Sub - Total	155,000	130,000	120,000	190,000	180,000

4.1.100

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					
Telecommunications		100,000	30,000	30,000	30,000
CIVIC OFFICES PABX					
Computer Telephony Integration	17,000				
Sub - Total Telecommunications	17,000	100,000	30,000	30,000	30,000
TOTAL NEW ASSETS	1,230,500	2,933,500	551,500	623,500	611,500
TOTAL CAPITAL EXPENDITURE	2,474,200	4,353,800	1,351,700	1,166,000	1,354,000
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	\$2,324,200	\$4,203,800	\$1,001,700	\$1,016,000	\$1,204,000
Annual Plan 2002/2003	\$2,072,957	\$1,416,000	\$1,153,000	\$1,191,700	\$1,229,000

4.1.101

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				
RENEWALS & REPLACEMENTS					
Management					
Software Development	10,000				
Customer Services	150,000	255,000	150,000	430,000	150,000
Telecommunications	70,000	50,000	70,000	50,000	70,000
TOTAL RENEWALS & REPLACEMENTS	255,500	322,500	237,500	497,500	237,500
ASSET IMPROVEMENTS					
Software Development					
Customer Services	300,000	300,000	300,000	290,000	300,000
Telecommunications	20,000	20,000	20,000	20,000	20,000
	320,000	320,000	320,000	310,000	320,000

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
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
Software Development		15,000			
Customer Services	170,000	180,000	180,000	180,000	180,000
Telecommunications	30,000	30,000	30,000	30,000	30,000
TOTAL NEW ASSETS	601,500	626,500	611,500	611,500	611,500
TOTAL CAPITAL EXPENDITURE	1,177,000	1,269,000	1,169,000	1,419,000	1,169,000
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	\$1,027,000	\$1,119,000	\$1,019,000	\$1,269,000	\$1,019,000
Annual Plan 2002/2003	\$1,027,000	\$1,119,000	\$1,019,000	\$1,269,000	

4.1.103

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					
NEW ASSETS					
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

	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	

4.1.105

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		\$269,117	100.00%	
Commission on General Investments		\$115,000		\$115,000	100.00%	
Loan System Management		\$0		\$0	100.00%	
TOTAL		<div></div> <div>\$387,805</div> <div></div>		<div></div> <div>\$384,117</div> <div></div>		

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.

4.1.107

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		
TOTAL		<div>-----</div> <div>\$271,000</div> <div>=====</div>		<div>-----</div> <div>\$271,000</div> <div>=====</div>		

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	460,831	-	-	-	-		460,831 TableC
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	460,831	-	-	-	-	-	460,831
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- CapValAll
Non-Rateable	-	-	-	-	-		- CapValGen
<i>Total Modifications</i>	-	-	-	-	-	-	-
Total Costs and Modifications	460,831	-	-	-	-	-	460,831

Funded By

100.00% User Charges	460,831						460,831
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	460,831	-	-	-	-	-	460,831

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

OUTPUT: EXTERNAL COMMUNICATIONS MEDIA RELATIONS

Description Monitoring and managing the Councils media relations strategy by ensuring the media are well informed of Council activities. To support and assist Council and its Business Units in dealing with the media.

Benefits The community as a whole benefit from being informed about Council Activities.

Strategic Objectives D1, D4, G1, G2 **CCC Policy**

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

General Benefits (Section 112F(b))

The community as a whole benefits from being informed about the Council's activities.

Nature and Distribution of General Benefits

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

Direct Benefits (Section 112F(c))

Direct benefits are services provided to client Units.

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

None necessary

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

General Benefits

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

Direct Benefits

The costs of providing services for clients shall be recovered from those clients.

Control Negative Effects

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	-	37,164	9,979	1,361	3,109		51,613 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	37,164	9,979	1,361	3,109	-	51,613
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	2,382	640	87	(3,109)		- CapValGen
<i>Total Modifications</i>	-	2,382	640	87	(3,109)	-	-
Total Costs and Modifications	-	39,546	10,619	1,448	-	-	51,613

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	39,546	10,619	1,448	-	-	51,613
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	39,546	10,619	1,448	-	-	51,613

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	-	551,066	147,969	20,184	46,095		765,314 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	551,066	147,969	20,184	46,095	-	765,314
<i>Modifications</i>							
Transfer User Costs to Rating	382,657	(275,533)	(73,984)	(10,092)	(23,047)		- CapValAll
Non-Rateable	-	17,659	4,742	647	(23,047)		- CapValGen
<i>Total Modifications</i>	382,657	(257,874)	(69,243)	(9,445)	(46,095)	-	-
Total Costs and Modifications	382,657	293,192	78,726	10,739	-	-	765,314

Funded By

50.00% User Charges	382,657						382,657
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
50.00% Capital Value Rating	-	293,192	78,726	10,739	-	-	382,657
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	382,657	293,192	78,726	10,739	-	-	765,314

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	-	51,870	13,928	1,900	4,339		72,036 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	51,870	13,928	1,900	4,339	-	72,036
<i>Modifications</i>							
Transfer User Costs to Rating	72,036	(51,870)	(13,928)	(1,900)	(4,339)		- CapValAll
Non-Rateable	-	-	-	-	-		- CapValGen
<i>Total Modifications</i>	72,036	(51,870)	(13,928)	(1,900)	(4,339)	-	-
Total Costs and Modifications	72,036	-	-	-	-	-	72,036

Funded By

100.00% User Charges	72,036						72,036
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	72,036	-	-	-	-	-	72,036

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

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
0.00% General Benefits	-	-	-	-	-		- CapValAll
100.00% Direct Benefits	1,733,272	-	-	-	-		1,733,272 TableC
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	1,733,272	-	-	-	-	-	1,733,272
<i>Modifications</i>							
Transfer User Costs to Rating	(1,733,272)	1,248,047	335,118	45,712	104,395		- CapValAll
Non-Rateable	-	79,988	21,478	2,930	(104,395)		- CapValGen
<i>Total Modifications</i>	(1,733,272)	1,328,035	356,595	48,642	-	-	-
Total Costs and Modifications	-	1,328,035	356,595	48,642	-	-	1,733,272

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	1,328,035	356,595	48,642	-	-	1,733,272
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	1,328,035	356,595	48,642	-	-	1,733,272

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	-	196,827	52,851	7,209	16,464		273,351 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	196,827	52,851	7,209	16,464	-	273,351
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	12,615	3,387	462	(16,464)		- CapValGen
<i>Total Modifications</i>	-	12,615	3,387	462	(16,464)	-	-
Total Costs and Modifications	-	209,442	56,238	7,671	-	-	273,351

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	209,442	56,238	7,671	-	-	273,351
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	209,442	56,238	7,671	-	-	273,351

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	-	322,954	86,717	11,829	27,014		448,514 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	322,954	86,717	11,829	27,014	-	448,514
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	20,698	5,558	758	(27,014)		- CapValGen
<i>Total Modifications</i>	-	20,698	5,558	758	(27,014)	-	-
Total Costs and Modifications	-	343,652	92,275	12,587	-	-	448,514

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	343,652	92,275	12,587	-	-	448,514
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	343,652	92,275	12,587	-	-	448,514

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	-	238,711	64,097	8,743	19,967		331,519 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	238,711	64,097	8,743	19,967	-	331,519
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	15,299	4,108	560	(19,967)		- CapValGen
<i>Total Modifications</i>	-	15,299	4,108	560	(19,967)	-	-
Total Costs and Modifications	-	254,010	68,205	9,304	-	-	331,519

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	254,010	68,205	9,304	-	-	331,519
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	254,010	68,205	9,304	-	-	331,519

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	-	193,150	51,863	7,074	16,156		268,244 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	193,150	51,863	7,074	16,156	-	268,244
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	12,379	3,324	453	(16,156)		- CapValGen
<i>Total Modifications</i>	-	12,379	3,324	453	(16,156)	-	-
Total Costs and Modifications	-	205,529	55,187	7,528	-	-	268,244

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	205,529	55,187	7,528	-	-	268,244
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	205,529	55,187	7,528	-	-	268,244

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	-	141,623	38,028	5,187	11,846		196,684 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	141,623	38,028	5,187	11,846	-	196,684
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- CapValAll
Non-Rateable	-	9,077	2,437	332	(11,846)		- CapValGen
<i>Total Modifications</i>	-	9,077	2,437	332	(11,846)	-	-
Total Costs and Modifications	-	150,700	40,465	5,520	-	-	196,684

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	150,700	40,465	5,520	-	-	196,684
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	150,700	40,465	5,520	-	-	196,684

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	-	651,626	174,970	23,867	54,506		904,969 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	651,626	174,970	23,867	54,506	-	904,969
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	41,763	11,214	1,530	(54,506)		- CapValGen
<i>Total Modifications</i>	-	41,763	11,214	1,530	(54,506)	-	-
Total Costs and Modifications	-	693,388	186,184	25,397	-	-	904,969

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	693,388	186,184	25,397	-	-	904,969
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	693,388	186,184	25,397	-	-	904,969

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

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

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

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	484,198	-	-	-	-		484,198 TableC
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	484,198	-	-	-	-	-	484,198
<i>Modifications</i>							
Transfer User Costs to Rating	(125,000)	90,007	24,168	3,297	7,529		- CapValAll
Non-Rateable	-	5,769	1,549	211	(7,529)		- CapValGen
<i>Total Modifications</i>	(125,000)	95,775	25,717	3,508	-	-	-
Total Costs and Modifications	359,198	95,775	25,717	3,508	-	-	484,198

Funded By

74.18% User Charges	359,198						359,198
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
25.82% Capital Value Rating	-	95,775	25,717	3,508	-	-	125,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	359,198	95,775	25,717	3,508	-	-	484,198

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	-	82,564	22,170	3,024	6,906		114,664 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	82,564	22,170	3,024	6,906	-	114,664
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	5,292	1,421	194	(6,906)		- CapValGen
<i>Total Modifications</i>	-	5,292	1,421	194	(6,906)	-	-
Total Costs and Modifications	-	87,856	23,590	3,218	-	-	114,664

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	87,856	23,590	3,218	-	-	114,664
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	87,856	23,590	3,218	-	-	114,664

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	-	56,584	15,194	2,072	4,733		78,583 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	56,584	15,194	2,072	4,733	-	78,583
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	3,626	974	133	(4,733)		- CapValGen
<i>Total Modifications</i>	-	3,626	974	133	(4,733)	-	-
Total Costs and Modifications	-	60,211	16,167	2,205	-	-	78,583

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	60,211	16,167	2,205	-	-	78,583
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	60,211	16,167	2,205	-	-	78,583

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	-	167,866	45,074	6,148	14,041		233,130 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	167,866	45,074	6,148	14,041	-	233,130
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	10,759	2,889	394	(14,041)		- CapValGen
<i>Total Modifications</i>	-	10,759	2,889	394	(14,041)	-	-
Total Costs and Modifications	-	178,625	47,963	6,542	-	-	233,130

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	178,625	47,963	6,542	-	-	233,130
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	178,625	47,963	6,542	-	-	233,130

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	-	122,066	32,777	4,471	10,210		169,524 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	122,066	32,777	4,471	10,210	-	169,524
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	7,823	2,101	287	(10,210)		- CapValGen
<i>Total Modifications</i>	-	7,823	2,101	287	(10,210)	-	-
Total Costs and Modifications	-	129,890	34,877	4,757	-	-	169,524

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	129,890	34,877	4,757	-	-	169,524
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	129,890	34,877	4,757	-	-	169,524

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	-	586,310	157,432	21,475	49,043		814,260 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	586,310	157,432	21,475	49,043	-	814,260
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	37,577	10,090	1,376	(49,043)		- CapValGen
<i>Total Modifications</i>	-	37,577	10,090	1,376	(49,043)	-	-
Total Costs and Modifications	-	623,887	167,522	22,851	-	-	814,260

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	623,887	167,522	22,851	-	-	814,260
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	623,887	167,522	22,851	-	-	814,260

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	-	119,967	32,213	4,394	10,035		166,609 CapValAll
10.00% Direct Benefits	-	13,330	3,579	488	1,115		18,512 CapValAll
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	133,297	35,792	4,882	11,150	-	185,121
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- CapValAll
Non-Rateable	-	8,543	2,294	313	(11,150)		- CapValGen
<i>Total Modifications</i>	-	8,543	2,294	313	(11,150)	-	-
Total Costs and Modifications	-	141,840	38,086	5,195	-	-	185,121

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	141,840	38,086	5,195	-	-	185,121
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	141,840	38,086	5,195	-	-	185,121

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

OUTPUT: CITY HERITAGE ADVICE

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

	<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	-	224,360	60,244	8,218	18,767		311,588 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	224,360	60,244	8,218	18,767	-	311,588
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- CapValAll
Non-Rateable	-	14,379	3,861	527	(18,767)		- CapValGen
<i>Total Modifications</i>	-	14,379	3,861	527	(18,767)	-	-
Total Costs and Modifications	-	238,739	64,105	8,744	-	-	311,588

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	238,739	64,105	8,744	-	-	311,588
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	238,739	64,105	8,744	-	-	311,588

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	-	158,485	42,555	5,805	13,257		220,102 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	158,485	42,555	5,805	13,257	-	220,102
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	10,157	2,727	372	(13,257)		- CapValGen
<i>Total Modifications</i>	-	10,157	2,727	372	(13,257)	-	-
Total Costs and Modifications	-	168,642	45,283	6,177	-	-	220,102

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	168,642	45,283	6,177	-	-	220,102
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	168,642	45,283	6,177	-	-	220,102

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	-	189,900	50,991	6,955	15,885		263,731	CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0	
0.00% Negative Effects	-	-	-	-	-		- 0	
<i>Total Costs</i>	-	189,900	50,991	6,955	15,885	-	263,731	

Modifications

Transfer User Costs to Rating	-	-	-	-	-		- 0	
Non-Rateable	-	12,171	3,268	446	(15,885)		- CapValGen	
<i>Total Modifications</i>	-	12,171	3,268	446	(15,885)	-	-	

Total Costs and Modifications	-	202,071	54,259	7,401	-	-	263,731	
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Funded By

0.00% User Charges	-						-	
0.00% Grants and Subsidies		-	-	-	-		- 0	
0.00% Net Corporate Revenues		-	-	-	-		- 0	
100.00% Capital Value Rating	-	202,071	54,259	7,401	-	-	263,731	
0.00% Uniform Annual Charge		-	-	-			-	

Total Funded By	-	202,071	54,259	7,401	-	-	263,731	
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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	-	28,721	7,712	1,052	2,402		39,887 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	28,721	7,712	1,052	2,402	-	39,887
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	1,841	494	67	(2,402)		- CapValGen
<i>Total Modifications</i>	-	1,841	494	67	(2,402)	-	-
Total Costs and Modifications	-	30,562	8,206	1,119	-	-	39,887

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	30,562	8,206	1,119	-	-	39,887
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	30,562	8,206	1,119	-	-	39,887

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

OUTPUT: URBAN RENEWAL 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 RENEWAL 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	-	81,449	21,870	2,983	6,813		113,116 CapValAll
25.00% Direct Benefits	-	27,150	7,290	994	2,271		37,705 CapValAll
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	108,599	29,160	3,978	9,084	-	150,821
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	6,960	1,869	255	(9,084)		- CapValGen
<i>Total Modifications</i>	-	6,960	1,869	255	(9,084)	-	-
Total Costs and Modifications	-	115,559	31,029	4,233	-	-	150,821

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	115,559	31,029	4,233	-	-	150,821
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	115,559	31,029	4,233	-	-	150,821

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

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 PLANNING

OUTPUT : AREA PLANS

Customer Residential Commercial Rural Institutions Grants Total Method

Costs and Modifications*Costs*

100.00% General Benefits	-	387,940	104,167	14,209	32,450		538,766 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	387,940	104,167	14,209	32,450	-	538,766

Modifications

Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	24,863	6,676	911	(32,450)		- CapValGen
<i>Total Modifications</i>	-	24,863	6,676	911	(32,450)	-	-

Total Costs and Modifications	-	412,803	110,843	15,120	-	-	538,766
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Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	412,803	110,843	15,120	-	-	538,766
0.00% Uniform Annual Charge		-	-	-			-

Total Funded By	-	412,803	110,843	15,120	-	-	538,766
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RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CITY PLANNING

OUTPUT: CENTRAL CITY POLICY & PLANNING

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

	<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	-	305,996	82,164	11,208	25,596		424,963 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	305,996	82,164	11,208	25,596	-	424,963
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	19,611	5,266	718	(25,596)		- CapValGen
<i>Total Modifications</i>	-	19,611	5,266	718	(25,596)	-	-
Total Costs and Modifications	-	325,607	87,430	11,926	-	-	424,963

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	325,607	87,430	11,926	-	-	424,963
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	325,607	87,430	11,926	-	-	424,963

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	-	68,073	18,278	2,493	5,694		94,538 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	68,073	18,278	2,493	5,694	-	94,538
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	4,363	1,171	160	(5,694)		- CapValGen
<i>Total Modifications</i>	-	4,363	1,171	160	(5,694)	-	-
Total Costs and Modifications	-	72,435	19,450	2,653	-	-	94,538

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	72,435	19,450	2,653	-	-	94,538
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	72,435	19,450	2,653	-	-	94,538

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

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 DEVELOPMENT PROJECTS

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	-	226,817	60,903	8,308	18,972		315,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	226,817	60,903	8,308	18,972	-	315,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	14,537	3,903	532	(18,972)		- CapValGen
<i>Total Modifications</i>	-	14,537	3,903	532	(18,972)	-	-
Total Costs and Modifications	-	241,353	64,807	8,840	-	-	315,000

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	241,353	64,807	8,840	-	-	315,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	241,353	64,807	8,840	-	-	315,000

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

OUTPUT: TRANSPORTATION PROJECTS

Description Develop a Central City commuter parking restraint policy of strategy including a trial project.
Develop a Council staff sustainable transport scheme.

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 PROJECTS

OUTPUT : TRANSPORTATION 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	-	68,405	18,368	2,505	5,722		95,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	68,405	18,368	2,505	5,722	-	95,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	4,384	1,177	161	(5,722)		- CapValGen
<i>Total Modifications</i>	-	4,384	1,177	161	(5,722)	-	-
Total Costs and Modifications	-	72,789	19,545	2,666	-	-	95,000

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	72,789	19,545	2,666	-	-	95,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	72,789	19,545	2,666	-	-	95,000

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

OUTPUT: CENTRAL CITY PROJECTS

Description Contribute to Central City revitalisation objectives through a number of Council facilitated 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 DEVELOPMENT PROJECTS

OUTPUT : CENTRAL CITY 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	-	252,018	67,670	9,231	21,081		350,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	252,018	67,670	9,231	21,081	-	350,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	16,152	4,337	592	(21,081)		- CapValGen
<i>Total Modifications</i>	-	16,152	4,337	592	(21,081)	-	-
Total Costs and Modifications	-	268,170	72,007	9,822	-	-	350,000

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	268,170	72,007	9,822	-	-	350,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	268,170	72,007	9,822	-	-	350,000

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CONSENTS & 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 & 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	-	18,612	4,997	682	1,557		25,847 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	18,612	4,997	682	1,557	-	25,847
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	1,193	320	44	(1,557)		- CapValGen
<i>Total Modifications</i>	-	1,193	320	44	(1,557)	-	-
Total Costs and Modifications	-	19,804	5,318	725	-	-	25,847

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	19,804	5,318	725	-	-	25,847
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	19,804	5,318	725	-	-	25,847

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CONSENTS & 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 & 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	-	28,721	7,712	1,052	2,402		39,887 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	28,721	7,712	1,052	2,402	-	39,887
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	1,841	494	67	(2,402)		- CapValGen
<i>Total Modifications</i>	-	1,841	494	67	(2,402)	-	-
Total Costs and Modifications	-	30,562	8,206	1,119	-	-	39,887

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	30,562	8,206	1,119	-	-	39,887
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	30,562	8,206	1,119	-	-	39,887

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	CONSENTS & 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 & 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	-	51,764	13,899	1,896	4,330		71,889 CapValAll
50.00% Direct Benefits	-	51,764	13,899	1,896	4,330		71,889 CapValAll
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	103,527	27,798	3,792	8,660	-	143,777
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	6,635	1,782	243	(8,660)		- CapValGen
<i>Total Modifications</i>	-	6,635	1,782	243	(8,660)	-	-
Total Costs and Modifications	-	110,162	29,580	4,035	-	-	143,777

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	110,162	29,580	4,035	-	-	143,777
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	110,162	29,580	4,035	-	-	143,777

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

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 & GRANTS

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	-	8,975	2,410	329	751		12,465 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	8,975	2,410	329	751	-	12,465
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	575	154	21	(751)		- CapValGen
<i>Total Modifications</i>	-	575	154	21	(751)	-	-
Total Costs and Modifications	-	9,551	2,564	350	-	-	12,465

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	9,551	2,564	350	-	-	12,465
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	9,551	2,564	350	-	-	12,465

RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	FUNDS ADMINISTRATION & GRANTS

OUTPUT: HERITAGE 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

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RESPONSIBLE COMMITTEE:	ARTS, CULTURE & HERITAGE COMMITTEE
BUSINESS UNIT:	CORPORATE OFFICE - INFORMATION AND PLANNING SECTION
OUTPUT CLASS:	FUNDS ADMINISTRATION & GRANTS

OUTPUT : HERITAGE 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	-	755,420	202,840	27,669	63,188		1,049,117 CapValAll
20.00% Direct Benefits	262,279	-	-	-	-		262,279 TableC
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	262,279	755,420	202,840	27,669	63,188	-	1,311,396
<i>Modifications</i>							
Transfer User Costs to Rating	(262,279)	188,855	50,710	6,917	15,797		- CapValAll
Non-Rateable	-	60,519	16,250	2,217	(78,986)		- CapValGen
<i>Total Modifications</i>	(262,279)	249,374	66,960	9,134	(63,188)	-	-
Total Costs and Modifications	-	1,004,793	269,801	36,802	-	-	1,311,396

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	1,004,793	269,801	36,802	-	-	1,311,396
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	1,004,793	269,801	36,802	-	-	1,311,396

5.1.0

FINANCIAL SERVICES

5.1.i

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objectives

To provide corporate accounting services including accurate and timely management reports and advice on financial and administrative matters.

To meet the external financial accountability requirements of the Council, Christchurch City Holdings Limited and the smaller subsidiary companies.

To provide financial analysis of projects and advice to the Council on accounting issues.

To efficiently manage accounting resources.

To co-ordinate the Annual Plan and Corporate Plan procedures for the Council.

To update and maintain the Long Term Financial Plan and the Funding Policy.

To publish the draft and final Annual and Corporate Plans.

To administer the Council's rate and debt collection systems in an equitable and cost effective manner.

To provide accounting services to the business units of the Council.

To provide accurate and timely financial reports for internal monitoring purposes.

To provide counter and mail services for the collection and recording of inwards payments.

To provide for an efficient and cost effective payments system (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	952,595
Rates Administration	Page 5.1.4	2,421,195	2,616,566
Water Billing	Page 5.1.5	355,137	308,374
PLANS			
Corporate Plan	Page 5.1.6	56,688	65,875
Annual Plan / LTCCP	Page 5.1.7	187,166	242,567
ADVICE			
Financial Advice	Page 5.1.8	251,148	223,010
ACCOUNTING SERVICES			
Payroll	Page 5.1.9	451,554	450,952
Accounts Payable	Page 5.1.10	589,592	559,843
Accounts Receivable	Page 5.1.11	498,046	500,779
Bank Reconciliation	Page 5.1.12	157,311	157,797
Taxation	Page 5.1.13	55,224	93,773
Asset Register	Page 5.1.14	123,445	173,413
Management Accounting	Page 5.1.15	362,282	477,207
FINANCIAL REPORTING			
Annual Report	Page 5.1.16	409,095	362,576
SYSTEMS SUPPORT			
Financial Systems Support	Page 5.1.17	554,091	401,609
TOTAL EXPENDITURE		7,861,286	7,586,935

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	952,595
Rates Administration	Page 5.1.4	2,421,195	2,616,566
Water Billing	Page 5.1.5	355,137	308,374
PLANS			
Corporate Plan	Page 5.1.6	56,688	65,875
Annual Plan / LTCCP	Page 5.1.7	187,166	242,567
ADVICE			
Financial Advice	Page 5.1.8	251,148	223,010
ACCOUNTING SERVICES			
Payroll	Page 5.1.9	451,554	450,952
Accounts Payable	Page 5.1.10	589,592	559,843
Accounts Receivable	Page 5.1.11	498,046	500,779
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Taxation	Page 5.1.13	55,224	93,773
Asset Register	Page 5.1.14	123,445	173,413
Management Accounting	Page 5.1.15	362,282	477,207
FINANCIAL REPORTING			
Annual Report	Page 5.1.16	409,095	362,576
SYSTEMS SUPPORT			
Financial Systems Support	Page 5.1.17	554,091	401,609
TOTAL REVENUE		7,861,286	7,586,935
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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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).	<ul style="list-style-type: none"> • 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	245,457
TOTAL ALLOCATED COSTS			251,108	245,457
TOTAL COSTS			1,389,312	952,595
REVENUE				
Internal Recoveries				
Transfer to Rates Administration			1,110,021	770,118
Transfer to Water Billing			109,782	76,166
			1,219,804	846,284
External Revenue - CRC Share of Valuation Fees			169,508	106,311
TOTAL REVENUE			1,389,312	952,595
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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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			
Allocated Ovehead - Bank Fees		90,484	90,484
Allocated Overhead - Customer Centres		117,100	654,061
Alloc O/head - FAMIS		163,648	170,041
Alloc O/head - Core Person & Property Data		87,480	87,955
Allocated Overhead - Mail		27,579	29,581
Alloc O/head - Financial Systems Support		49,092	35,583
Allocated Holding Account	(15.46)%	474,691	466,611
Transfer from Valuation Information	15.28%	1,110,021	770,118
TOTAL ALLOCATED COSTS		2,120,095	2,304,433
TOTAL COSTS		2,421,195	2,616,566
REVENUE			
External Revenue		455,200	508,256
Corporate Overhead Recoveries		1,220,780	1,316,915
Corporate Financing Recoveries		745,215	791,395
TOTAL REVENUE		2,421,195	2,616,566
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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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	103,938
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	3,944
Alloc O/head - FAMIS			66,482	69,079
Alloc O/head - Core Person & Property Data			35,539	35,732
Alloc O/head - Valuation Information			109,782	76,166
Alloc O/head - Financial Systems Support			12,301	8,916
TOTAL ALLOCATED COSTS			335,837	302,670
TOTAL COSTS			355,137	308,374
REVENUE				
Internal Recoveries			355,137	308,374
Corporate Expenses				
TOTAL REVENUE			355,137	308,374
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.	<ul style="list-style-type: none"> • 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				43,188	49,875
				-----	-----
TOTAL COSTS				56,688	65,875
REVENUE					
Public Accountability				24,943	28,985
Transfer to Corporate Overhead				31,745	36,890
				-----	-----
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.	<ul style="list-style-type: none"> 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)%	4.06%		121,666	123,842
TOTAL COSTS				187,166	242,567
REVENUE					
Public Accountability				187,166	242,567
TOTAL REVENUE				187,166	242,567
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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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)%	7.30%	251,148	223,010
REVENUE				
Internal Revenue			0	0
Corporate Overhead Recovery			251,148	223,010
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
<p>1. The cost to pay each employee be less than in 2001/02.</p> <p>[The SAP Payroll system went live in September 2002. It provides better and more timely management and cost information to units.]</p>	<ul style="list-style-type: none"> • 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.) * <p>(* = Based on permanent and part time employees, but not casual employees.)</p> <p>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.</p>

5.1.9

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	FINANCIAL SERVICES
OUTPUT CLASS:	ACCOUNTING SERVICES

OUTPUT : PAYROLL		2002/2003	2003/2004
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
Administration Costs		18,421	23,561
TOTAL DIRECT COSTS		18,421	23,561
ALLOCATED COSTS			
Alloc O/head - FAMIS		109,098	113,361
Allocated Holding Account	(10.55)% 10.28%	324,034	314,031
TOTAL ALLOCATED COSTS		433,133	427,391
TOTAL COSTS		451,554	450,952
REVENUE			
External Revenue		2,500	1,500
Internal Recoveries		0	0
Corporate Overhead Recovery		449,054	449,452
TOTAL REVENUE		451,554	450,952
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.	<ul style="list-style-type: none"> • 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.) <p>(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.)</p>

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	27,920
Allocated Overhead Financial Systems Support			100,512	72,852
Allocated Holding Account	(14.21)%	13.69%	436,294	417,970
TOTAL ALLOCATED COSTS			563,392	518,743
TOTAL COSTS			589,592	559,843
REVENUE				
External Revenue			0	0
Internal Recoveries			0	0
Corporate Overhead Recovery			589,592	559,843
TOTAL REVENUE			589,592	559,843
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.	<ul style="list-style-type: none"> • Collect (by value) Council invoiced debts on the following basis: <ul style="list-style-type: none"> - 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 Ovehead - Bank Fees & Mailroom	49,501	50,836
Alloc O/head - Customer Network Telephone & Counter Overhead Project	0	24,806
Alloc O/head - Financial Systems Support	78,349	56,787
Allocated Holding Account (10.13)% 9.98%	311,197	304,771
	-----	-----
	498,046	500,779
REVENUE		
Internal Recoveries	246,452	205,368
External Revenue	0	0
Corporate Overhead Recovery	251,594	295,411
	-----	-----
TOTAL REVENUE	498,046	500,779
	-----	-----
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.	<ul style="list-style-type: none"> • 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.)

5.1.12

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	8,916
Alloc O/head - FAMIS		20,456	21,255
Allocated Holding Account	(4.06)% 4.18%	124,554	127,627
TOTAL ALLOCATED COSTS		157,311	157,797
TOTAL COSTS		157,311	157,797
REVENUE			
External Revenue			0
Internal Recoveries		0	0
Corporate Overhead Recovery		157,311	157,797
TOTAL REVENUE		157,311	157,797
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.	<ul style="list-style-type: none"> • 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.)

5.1.13

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)%	1.87%	32,484	57,033
TOTAL COSTS			55,224	93,773
REVENUE				
Internal Recoveries (Service Level Agreements)			0	0
Corporate Overhead Recovery			55,224	93,773
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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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	31,245
Allocated Holding Account	(2.62)%	4.66%	80,336	142,168
TOTAL ALLOCATED COSTS			123,445	173,413
TOTAL COSTS			123,445	173,413
REVENUE				
Internal Recoveries (Service Level Agreements)			0	0
Corporate Overhead Recovery			123,445	173,413
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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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.)

5.1.15

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)%	10.01%	128,309	305,677
Allocated O/Head Financial Systems Support			230,724	167,230
TOTAL COSTS			362,282	477,207
REVENUE				
Internal Recoveries			0	0
External Recoveries			0	0
Corporate Overhead Recovery			362,282	477,207
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.	<ul style="list-style-type: none"> • 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.	<ul style="list-style-type: none"> • 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 - 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 Overhead Financial Systems			27,705	20,080
Allocated Holding Account	(4.98)%	3.36%	152,940	102,495
TOTAL ALLOCATED COSTS			180,645	122,576
TOTAL COSTS			409,095	362,576
REVENUE				
External Revenue			48,000	40,000
Internal Recoveries			361,095	322,576
TOTAL REVENUE			409,095	362,576
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.	<ul style="list-style-type: none"> • 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				
Contract Software Support			30,000	30,000
TOTAL DIRECT COSTS			30,000	30,000
ALLOCATED COSTS				
Allocated Holding Account	(7.59)%	2.27%	233,162	69,314
Alloc O/Head - Core Business Solutions			290,929	302,295
TOTAL ALLOCATED COSTS			524,091	371,609
TOTAL COSTS			554,091	401,609
REVENUE				
Internal Recoveries			0	0
Internal Overhead Recoveries			554,091	401,609
TOTAL REVENUE			554,091	401,609
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
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

*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	8,942,372
Plant Hire Services	Page 6.2.5	2,539,925	2,142,019
ENERGY PROGRAMMES			
Clean Air and Energy Efficiency Programmes	Page 6.2.6	22,000	20,000
Energy Advisory Service	Page 6.2.7	55,505	67,457
TOTAL EXPENDITURE		<u>9,552,696</u>	<u>11,171,848</u>
OUTPUT REVENUE & RECOVERIES			
INTERNAL SUPPORT SERVICES			
Internal Support Services	Page 6.2.2	6,935,267	8,942,372
Plant Hire Services	Page 6.2.5	2,752,600	2,385,576
ENERGY PROGRAMMES			
Clean Air Project & Energy Efficiency	Page 6.2.6	0	0
Energy Advisory Service	Page 6.2.7	0	12,090
TOTAL REVENUE & RECOVERIES		<u>9,687,867</u>	<u>11,340,038</u>
TOTAL NET COST		<u>(135,171)</u>	<u>(168,190)</u>
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	73,243
- Facilities Management		
Civic Offices Rentals	0	3,045,697
Cleaning Services	309,820	343,197
Tenants' Representative	13,346	3,720
Tea Nook Servicing	146,312	172,519
- Procurement	868,751	556,596
- Stock Management	2,908,624	2,316,595
- Storage	21,201	39,973
- Disposals	70,912	79,842
- Pc Installation & Disposals	81,760	0
- Copying And Printing Services	1,174,404	1,346,596
- Fundraising Coordination	11,712	5,547
- Security	39,645	110,145
- Secretarial Services	223,512	188,414
- Meeting Room And Catering	421,793	317,915
- Building Evacuation Services	46,781	46,039
- Corporate Energy Management And Advice	118,380	111,752
- Mail Room	398,244	184,582
TOTAL COSTS	6,935,267	8,942,372

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		
- Facilities Management		
Civic Offices Rentals	0	3,045,697
Cleaning Services	309,820	343,197
Tenants' Representative	13,346	3,720
Tea Nook Servicing	146,312	172,519
- Procurement	142,800	135,500
- Stock Management	2,908,624	2,316,595
- Storage	21,201	39,973
- Disposals	1,000	0
- Pc Installation & Disposals	81,760	0
- Copying And Printing Services	1,174,404	1,346,596
- Secretarial Services	223,512	188,414
- Meeting Room And Catering	415,543	310,340
- Building Evacuation Services	46,781	46,039
- Corporate Energy Management And Advice	118,380	111,752
- Mail Room	398,244	184,582
	-----	-----
TOTAL REVENUE	6,001,729	8,244,923

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	73,243
Procurement	725,951	421,096
Disposals	69,912	79,842
Fundraising Coordination	11,712	5,547
Security	39,645	110,145
Meeting Room And Catering - Data Show Projectors In Meeting Rooms	6,250	7,575
	-----	-----
TOTAL CORPORATE OVERHEAD RECOVERY	933,538	697,449
	-----	-----
NET COST INTERNAL SUPPORT SERVICES	0	0
	=====	=====

6.2.text.5

RESPONSIBLE COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : PLANT HIRE SERVICES

For text refer to page 6.2.text.2

6.2.5

MONITORING COMMITTEE:	STRATEGY & FINANCE COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : PLANT HIRE SERVICES	2002/2003 BUDGET \$	2003/2004 BUDGET \$
DIRECT COSTS		
Operating Costs	1,476,673	975,372
	-----	-----
TOTAL DIRECT COSTS	1,476,673	975,372
ALLOCATED COSTS		
Unit Overhead	143,252	156,974
Corporate Services - Overhead Project	0	59,673
Depreciation	950,000	950,000
Gain on Disposal	(30,000)	0
	-----	-----
TOTAL ALLOCATED COSTS	1,063,252	1,166,647
	-----	-----
TOTAL COSTS	2,539,925	2,142,019
REVENUE		
Internal Hire & Sundry Recoveries	2,752,600	2,385,576
	-----	-----
	2,752,600	2,385,576
	-----	-----
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.	<ul style="list-style-type: none"> • Report to Strategy and Finance Committee on the operation of the show home and energy advisory service.

6.2.6

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		
Wind Energy Subsidy	22,000	20,000
	-----	-----
TOTAL DIRECT COSTS	22,000	20,000
ALLOCATED COSTS		
	-----	-----
TOTAL COST	22,000	20,000
EXTERNAL RECOVERIES		
	-----	-----
NET COST CLEAN AIR AND ENERGY EFFICIENCY PROGRAMM	22,000	20,000
	=====	=====

6.2.text.7

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.

6.2.7

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				
Administration Costs			0	335
TOTAL DIRECT COSTS			0	335
ALLOCATED COSTS				
Allocated O/Head - Rent			15,392	14,400
Management Suspense Holding A/C			38,908	50,726
Alloc O/Head - Output Corporate Overheads Cost Centre			1,205	1,997
TOTAL COST			55,505	67,457
EXTERNAL RECOVERIES				
Sponsorship (EECA)			0	12,090
NET COST ENERGY ADVISORY SERVICE			55,505	55,367

6.2.8

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>
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>
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	(\$560,449)	(\$582,670)	(\$1,361,707)	(\$1,373,840)	(\$1,370,600)
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	

6.2.9

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
	<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	

6.2.10

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		
Mail Room		\$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		\$247,952		
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		\$1,115,543		

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.5

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	2,142,019	-	-	-	-	-	2,142,019 TableC
0.00% Negative Effects	-	-	-	-	-	-	- 0
<i>Total Costs</i>	2,142,019	-	-	-	-	-	2,142,019
<i>Modifications</i>							
Transfer User Costs to Rating	243,557	(175,374)	(47,090)	(6,423)	(14,669)	-	- CapValAll
Non-Rateable	-	(11,240)	(3,018)	(412)	14,669	-	- CapValGen
<i>Total Modifications</i>	243,557	(186,614)	(50,108)	(6,835)	-	-	-
Total Costs and Modifications	2,385,576	(186,614)	(50,108)	(6,835)	-	-	2,142,019

Funded By

111.37% User Charges	2,385,576						2,385,576
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
-11.37% Capital Value Rating	-	(186,614)	(50,108)	(6,835)	-	-	(243,557)
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	2,385,576	(186,614)	(50,108)	(6,835)	-	-	2,142,019

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.6

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	-	14,401	3,867	527	1,205		20,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	14,401	3,867	527	1,205	-	20,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	923	248	34	(1,205)		- CapValGen
<i>Total Modifications</i>	-	923	248	34	(1,205)	-	-
Total Costs and Modifications	-	15,324	4,115	561	-	-	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	-	15,324	4,115	561	-	-	20,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	15,324	4,115	561	-	-	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.7

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	-	48,573	13,042	1,779	4,063		67,457 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	48,573	13,042	1,779	4,063	-	67,457
<i>Modifications</i>							
Transfer User Costs to Rating	12,090	(8,706)	(2,338)	(319)	(728)		- CapValAll
Non-Rateable	-	2,555	686	94	(3,335)		- CapValGen
<i>Total Modifications</i>	12,090	(6,151)	(1,652)	(225)	(4,063)	-	-
Total Costs and Modifications	12,090	42,422	11,391	1,554	-	-	67,457

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	-	42,422	11,391	1,554	-	-	55,367
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	12,090	42,422	11,391	1,554	-	-	67,457