



## Christchurch City Council

# SHIRLEY/PAPANUI COMMUNITY BOARD AGENDA

WEDNESDAY 15 NOVEMBER 2006

AT 4.00 PM

IN THE BOARDROOM, PAPANUI SERVICE CENTRE,  
CNR LANGDONS ROAD AND RESTELL STREET

**Community Board:** Yvonne Palmer (Chairperson), Myra Barry (Deputy Chairperson), Ngaire Button, Bill Bush, Graham Condon, Megan Evans, Norm Withers.

**Community Board Principal Adviser**

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

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**1. APOLOGIES**

**2. CONFIRMATION OF MEETING REPORTS – 18 OCTOBER AND 1 NOVEMBER 2006**

The reports of the meetings of 18 October and 1 November 2006 have been circulated to the Board under separate cover (see attached).

**CHAIRPERSON’S RECOMMENDATION**

That the reports to Council of 18 October and 1 November 2006 be confirmed as a true and accurate record of that meeting.

**3. DEPUTATIONS BY APPOINTMENT**

**4. PETITIONS**

**5. BLAKES ROAD AT RADCLIFFE ROAD PROPOSED STOP CONTROL**

<b>General Manager responsible:</b>	Jane Parfitt, General Manager City Environment DDI 941 8656
<b>Officer responsible:</b>	Michael Aitken, Manager Transport & Greenspace 941 6287
<b>Author:</b>	Basil Pettigrew, 941 8542

**PURPOSE OF REPORT**

1. The purpose of this report is to seek the Board’s approval for the installation of a stop control sign against Blakes Road at its intersection with Radcliffe Road.

**EXECUTIVE SUMMARY**

2. A safety audit has been carried out on this intersection and it was recommended that a stop sign be installed, to address safety issues.
3. Macrocarpa hedges along Radcliffe Road adjacent to Blakes Road restrict the visibility for drivers approaching the present uncontrolled section.
4. The Code of Signs and Markings recommends that stop signs should be erected *“at blind intersections where lack of visibility makes it unsafe to approach the intersection at a speed greater than 10 km/h.”*
5. No crashes have been reported to Land Transport NZ for this intersection since 1992.
6. The Greenspace Unit now requires Community Board approval for the installation of the stop sign.

**FINANCIAL AND LEGAL CONSIDERATIONS**

**Cost**

7. Signs and marking = \$450

**Legal Considerations**

8. The stop control will be installed according to MOTSAM (Manual of Traffic Signs and Markings) Transit NZ/LTSA.

**5. Cont'd**

**STAFF RECOMMENDATION**

That a stop sign be placed against Blakes Road at its intersection with Radcliffe Road.

**CHAIRPERSON'S RECOMMENDATION**

That the staff recommendation be adopted.

**6. QUAIDS ROAD AT PRESTONS ROAD PROPOSED STOP CONTROL**

<b>General Manager responsible:</b>	Jane Parfitt, General Manager City Environment DDI 941 8656
<b>Officer responsible:</b>	Michael Aitken, Manager Transport & Greenspace DDI 6287
<b>Author:</b>	Basil Pettigrew, 941 8542

**PURPOSE OF REPORT**

1. The purpose of this report is to seek the Board's approval for the installation of a stop control sign against Quaid's Road at its intersection with Prestons Road.

**EXECUTIVE SUMMARY**

2. A safety audit has been carried out on this intersection and it has been recommended that a stop sign be installed, to address safety issues.
3. The Code of Signs and Markings recommends that stop signs should be erected *"at blind intersections where lack of visibility makes it unsafe to approach the intersection at a speed greater than 10 km/h."*
4. The last crash reported to Land Transport NZ for this intersection occurred in 1999.
5. A give way sign is not appropriate because it does not meet the criteria defined in the code.
6. The Transport and Greenspace Unit now requires Community Board approval for the installation of the stop sign.

**FINANCIAL AND LEGAL CONSIDERATIONS**

**Cost**

7. Signs and marking = \$450

**Legal Considerations**

8. The stop control will be installed according to MOTSAM (Manual of Traffic Signs and Markings) Transit NZ/LTSA.

**STAFF RECOMMENDATION**

That a stop sign be placed against Quaid's Road at its intersection with Prestons Road.

**CHAIRPERSON'S RECOMMENDATION**

That the staff recommendation be adopted.

**7. BISHOP STREET/BEALEY AVENUE – PROPOSED NO STOPPING RESTRICTION**

<b>General Manager responsible:</b>	General Manager City Environment Jane Parfitt, DDI 941-8656
<b>Officer responsible:</b>	Michael Aitken Manager Transport & Greenspace DDI 941 6287
<b>Author:</b>	Paul Burden/Basil Pettigrew, 941 - 8542

**PURPOSE OF REPORT**

1. The purpose of this report is to seek the Board's approval to install two sections of broken yellow no stopping lines on the Bishop Street/Bealey Avenue corners (refer attached).

**EXECUTIVE SUMMARY**

2. The Council has received complaints from local residents regarding safety and congestion problems at the Bishop Street/Bealey Avenue intersection. Concerns have been raised regarding the amount of on-street car parking occurring in the immediate vicinity of the intersection causing congestion problems for turning vehicles and vehicles parking over entranceways to property.
3. The Bishop Street/Bealey Avenue intersection is an uncontrolled "T" intersection and on-street parking in the area is unrestricted. Statistics New Zealand has recently relocated to new premises on the corner of Durham Street and Bealey Avenue south of the Bishop Street/Fitzgerald Avenue intersection adding to the demand for on-street parking in the area. Adjacent land use in the area is predominantly residential.
4. Currently on-street parking is occurring on both sides of Bishop Street immediately north of the Bealey Avenue intersection. This on-street parking is causing congestion problems at the intersection resulting in vehicles turning into Bishop Street from Bealey Avenue having to turn onto the wrong side of the road to avoid parked vehicles.
5. To improve road safety and congestion for road users it is proposed that two sections of broken yellow no stopping lines be installed on the Bishop Street/Bealey Avenue corners. This is considered the most cost effective and practical solution to the problem.
6. Consultation has been carried out with affected parties and support has been forthcoming.

**FINANCIAL AND LEGAL CONSIDERATIONS****Cost**

7. The installation of road markings is within operational budgets.

**Legal**

8. The Land Transport Rules provide for the installation of parking restrictions including broken yellow (no stopping) lines.

**STAFF RECOMMENDATIONS**

It is recommended that the Board resolve:

- (a) The stopping of vehicles be prohibited at any time on the north side of Bealey Avenue, commencing at the Bishop Street intersection and extending in a westerly direction for a distance of 8 metres.
- (b) The stopping of vehicles be prohibited at any time on the north side of Bealey Avenue, commencing at the Bishop Street intersection and extending in an easterly direction for a distance of 28 metres.

**7. Cont'd**

- (c) The stopping of vehicles be prohibited at any time on the east side of Bishop Street, commencing at the Bealey Avenue intersection and extending in a northerly direction for a distance of 15 metres.
- (d) The stopping of vehicles be prohibited at any time on the west side of Bishop Street, commencing at the Bealey Avenue intersection and extending in a northerly direction for a distance of 15 metres.

**CHAIRPERSON'S RECOMMENDATION**

That the staff recommendations be adopted.

**8. CARRICK STREET – STREET RENEWAL PROJECT**

<b>General Manager responsible:</b>	City Environment, General Manager
<b>Officer responsible:</b>	Transport & Greenspace Manager
<b>Author:</b>	Kirsty Ferguson, Consultation Leader, DDI 941-8662

**PURPOSE OF REPORT**

- 1. The purpose of this report is to seek the Board's approval to proceed to final design, tender and construction of the street renewal works for Carrick Street, as shown in the Plan for Board Approval attached.

**EXECUTIVE SUMMARY**

- 2. Carrick Street is one of the six streets that were consulted on as part of the Flockton Cluster project. The Flockton Cluster project encompassed neighbourhood improvement works for Aylesford Street, Flockton Street and Francis Avenue; and street renewal works for Archer Street, Carrick Street and Squire Street.
- 3. The neighbourhood improvement works were approved for final design, tender and construction at a meeting of the Shirley/Papanui Community Board held on 21 June 2006. The implementation dates for Archer Street and Squire Street have yet to be finalised pending the outcome of an assessment of the kerb and channel renewal programme that will aim to maximise the Land Transport New Zealand (LTNZ) subsidy. Carrick Street is programmed for construction in the 2007/2008 financial year due to its condition; however, the construction may start in the 2006/2007 financial year if the opportunity arises.
- 4. The street renewal works for Carrick Street were initiated through the Council's Asset Management Plan. The primary aim of this project is to replace the existing kerb and dish channel with kerb and flat channel along Carrick Street, between Aylesford Street and Flockton Street.
- 5. Carrick Street is located within the suburb of St Albans, which falls within the jurisdiction of the Shirley/Papanui Community Board.
- 6. An initial issue identification survey was carried out with residents of Carrick Street in August 2004. The key issues raised included:
  - Wide footpaths, no grass verges
  - Good potential for a "living street"
  - Boy racers use it as a "lap course"
  - Deep gutters are dangerous, fill with leaves and overflowing
  - Ugly power poles and power lines
  - Lighting could be better

## 8. Cont'd

- Would love trees
  - Too many owners park on the street and leave no space for visitors
  - Maybe a cul-de-sac; however, do not cul-de-sac a few of the streets and then leave one or two to pick up the short cutters and everyone else
  - Parking needs to be improved.
7. The objectives of the project were defined as follows:
- To reduce through-traffic on all roads within the Flockton Cluster
  - To ensure that works undertaken on Carrick Street do not adversely affect the flow of traffic on the remainder of the streets within the Flockton Cluster
  - To improve the safety of vehicles exiting from Carrick Street
  - To ensure that proposed works recognise the special character of the area
  - To improve the safety of cyclists
  - To provide improved pedestrian crossing facilities at key points such as intersections
  - To enhance the streetscape
  - To improve street lighting, where necessary.
8. The concept plans for each of the streets within the Flockton Cluster were presented to the community in a consultation newsletter in April/May 2006 for formal consultation and feedback, following a seminar held with the Shirley/Papanui Community Board on 4 April 2006.
9. There were nine submissions received on the concept plan for Carrick Street, which were all generally in support of the concept plan. A summary of the submissions received is attached.
10. The preferred option is shown in the attached Plan for Board Approval, which includes the following key features:
- Carriageway width of nine metres
  - Three narrowings evenly spaced along the street, each 4.5 metres wide between kerb lines, i.e. enough space for one vehicle and a cycle to pass
  - Three kerb build-outs at the narrowings located opposite 12, and outside 28 and 35 Carrick Street, which are offset from the kerb to create a 1.2-metre wide optional cycle bypass and stormwater flow pathway
  - Broken yellow no stopping lines on the approaches to and departures from the kerb build-outs to keep the bypasses clear of parked vehicles
  - Reduced corner radius at the intersection of Carrick Street and Aylesford Street
  - Approach to Aylesford Street narrowed to nine metres with a single lane entry and exit
  - Approach to Flockton Street intersection narrowed to six metres with the Carrick Street approach alignment perpendicular to Flockton Street.

## FINANCIAL AND LEGAL CONSIDERATIONS

11. The street renewal works for Carrick Street are programmed in the Transport and Greenspace Unit's capital programme for implementation in the 2007/2008 financial year. The cost estimate for these works is \$575,700. The budget for the project is \$393,654, and any cost overruns will be managed within the overall kerb and channel budget for 2007/2008.

**8. Cont'd**

12. No resource consent issues have been identified, and there do not appear to be any other legal implications for this project.
13. Community Board resolutions are required to approve the no stopping restrictions.

**STAFF RECOMMENDATIONS**

It is recommended that the Board:

- (a) Approve the street renewal works for Carrick Street to proceed to final design, tender and construction.
- (b) Approve the following no stopping restrictions:

**New no stopping restrictions**

- (i) That the stopping of vehicles be prohibited at any time on the east side of Flockton Street, commencing at its intersection with the north side of Carrick Street and extending eight metres in a northerly direction.
- (ii) That the stopping of vehicles be prohibited at any time on the east side of Flockton Street, commencing at its intersection with the south side of Carrick Street and extending six metres in a southerly direction.
- (iii) That the stopping of vehicles be prohibited at any time on the north side of Carrick Street, commencing at its intersection with Flockton Street and extending 16 metres in an easterly direction.
- (iv) That the stopping of vehicles be prohibited at any time on the north side of Carrick Street, commencing at a point 31 metres east of its intersection with Flockton Street and extending 40 metres in an easterly direction.
- (v) That the stopping of vehicles be prohibited at any time on the north side of Carrick Street, commencing at a point 126 metres east of its intersection with Flockton Street and extending 29 metres in an easterly direction.
- (vi) That the stopping of vehicles be prohibited at any time on the north side of Carrick Street, commencing at a point 24 metres west of its intersection with Aylesford Street and extending 34 metres in a westerly direction.
- (vii) That the stopping of vehicles be prohibited at any time on the north side of Carrick Street, commencing at its intersection with Aylesford Street and extending nine metres in a westerly direction.
- (viii) That the stopping of vehicles be prohibited at any time on the south side of Carrick Street, commencing at its intersection with Flockton Street and extending 16 metres in an easterly direction.
- (ix) That the stopping of vehicles be prohibited at any time on the south side of Carrick Street, commencing at a point 48 metres east of its intersection with Flockton Street and extending 23 metres in an easterly direction.
- (x) That the stopping of vehicles be prohibited at any time on the south side of Carrick Street, commencing at a point 128 metres east of its intersection with Flockton Street and extending 24 metres in an easterly direction.
- (xi) That the stopping of vehicles be prohibited at any time on the south side of Carrick Street, commencing at a point 21 metres west of its intersection with Aylesford Street and extending 28 metres in a westerly direction.



**8. Cont'd**

- (xii) That the stopping of vehicles be prohibited at any time on the south side of Carrick Street, commencing at its intersection with Aylesford Street and extending seven metres in a westerly direction.
- (xiii) That the stopping of vehicles be prohibited at any time on the west side of Aylesford Street, commencing at its intersection with the north side of Carrick Street and extending eight metres in a northerly direction.
- (xiv) That the stopping of vehicles be prohibited at any time on the west side of Aylesford Street, commencing at its intersection with the south side of Carrick Street and extending eight metres in a southerly direction.

**CHAIRPERSON'S RECOMMENDATIONS**

1. That the staff recommendations be adopted.
2. That any significant deviation to the approved plan be re-submitted to the Board for approval.

## 8. Cont'd

### BACKGROUND ON STREET RENEWAL PROJECT FOR CARRICK STREET

14. This street renewal project was initiated through the Council's Asset Management Plan. The primary aim of the project is to replace the existing kerb and dish channel with kerb and flat channel along Carrick Street, between Aylesford Street and Flockton Street.
15. Carrick Street is 240 metres in length, with a width of 14 metres with grass edges, and a nine-metre wide sealed carriageway. Carrick Street is classified as a local road in the City Plan.
16. Carrick Street is one of the six streets that were consulted on as part of the Flockton Cluster project. The Flockton Cluster project encompassed neighbourhood improvement works for Aylesford Street, Flockton Street and Francis Avenue; and street renewal works for Archer Street, Carrick Street and Squire Street. Given that any treatment works undertaken on one of these streets could significantly affect traffic volumes and behaviour on the other streets, it was considered appropriate to manage the planning and consultation aspects of these projects as one group.
17. The neighbourhood improvement works for Aylesford Street, Flockton Street and Francis Avenue were approved for final design, tender and construction at the meeting of the Shirley/Papanui Community Board held on 21 June 2006. The implementation dates for Archer Street and Squire Street have yet to be finalised pending the outcome of an assessment of the kerb and channel renewal programme that will aim to maximise the Land Transport New Zealand (LTNZ) subsidy. Carrick Street is programmed for construction in the 2007/2008 financial year due to its condition; however, the construction may start in the 2006/2007 year if the opportunity arises.
18. Carrick Street is located in the suburb of St Albans, which falls within the jurisdiction of the Shirley/Papanui Community Board.
19. Traffic volume and speed surveys were undertaken in 2004, which indicated a volume of approximately 150 vehicles per day along Carrick Street, and an 85<sup>th</sup> percentile speed of 48km/hr.
20. An initial survey of property owners and occupiers along Carrick Street was carried out in August 2004. The key issues raised included:
  - Wide footpaths, no grass verges
  - Good potential for a "living street"
  - Boy racers use it as a "lap course"
  - Deep gutters are dangerous, fill with leaves and overflowing
  - Ugly power poles and power lines
  - Lighting could be better
  - Would love trees
  - Too many owners park on the street and leave no space for visitors
  - Maybe a cul-de-sac; however, do not cul-de-sac a few of the streets and then leave one or two to pick up the short cutters and everyone else
  - Parking needs to be improved.
21. Internal Council consultation was undertaken in 2004, which resulted in the following issues being raised:
  - Speed and "rat-running"
  - Geotechnical tests confirmed the need for a full carriageway reconstruction
  - The LTNZ crash analysis system shows there have been no crashes recorded for the five-year period between 2000 and 2004.

## 8. Cont'd

22. The primary aim of the project is to renew the kerb and channel on both sides of Carrick Street, and the objectives applicable to Carrick Street are as follows:
- To reduce through-traffic on all roads within the Flockton Cluster
  - To ensure that works undertaken on Carrick Street do not adversely affect the flow of traffic on the remainder of the streets within the Flockton Cluster
  - To improve the safety of vehicles exiting from Carrick Street
  - To ensure that proposed works recognise the special character of the area
  - To improve the safety of cyclists
  - To provide improved pedestrian crossing facilities at key points such as intersections
  - To enhance the streetscape
  - To improve street lighting, where necessary.
23. The concept plans for each of the streets within the Flockton Cluster were presented to the community in a consultation newsletter in April/May 2006 for formal consultation and feedback, following a seminar held with the Shirley/Papanui Community Board on 4 April 2006.
24. Nine submissions were received on the concept plan for Carrick Street, which were all generally in support. A summary of the submissions received and the evaluation of the submissions is attached.

### OPTIONS

25. Two options were developed for comparison in Carrick Street in addition to the option of maintaining the status quo. The key factors affecting the two options were the 20 metre wide road reserve, and that power pole and overhead services are to remain in place.
26. Option 1 proposes a nine metre wide carriageway with six metre wide narrowings at each end of the street and mid-block. The carriageway is offset slightly to avoid the existing water main.
27. Option 2 proposes a nine metre wide carriageway with three large build-outs creating three one lane sections, of 4.5 metres width, along the street. The large kerb build-outs are designed to match Thornton Street, including a cycle bypass along the kerb alignment. This bypass could also act as a flow pathway for stormwater during heavy rainfall events. The planted build-outs would block the view down the street from each end, creating a slow trafficked street.

### PREFERRED OPTION

28. The preferred option for Carrick Street (Option 2) has a carriageway that is predominantly nine metres in width, with three narrowings spaced evenly along the street. The three kerb build-outs are located opposite 12 Carrick Street, and outside 28 and 35 Carrick Street. At these narrowings, there is 4.5 metres between the two kerb lines, which is enough width for a single vehicle and a cyclist to use the road.
29. The kerb build-outs are offset from the kerb to create a 1.2-metre wide optional cycle bypass and stormwater flow pathway. Broken yellow no stopping lines are required on the approaches to and departures from the kerb build-outs to keep the bypasses clear from parked vehicles.
30. The Carrick Street and Aylesford Street intersection has a reduced corner radius, and the approach to Aylesford Street is narrowed to nine metres with a single lane entry and exit. The Carrick Street approach to the Flockton Street intersection is narrowed to six metres with the Carrick Street approach alignment perpendicular to Flockton Street.

## 8. Cont'd

### ASSESSMENT OF OPTIONS

#### Alternative Option

31. The narrowing in Option 1 at the eastern end of Carrick Street was ruled out by the project team because of flooding problems from the drain that runs along Aylesford Street. This option did not address the requirement to maintain a clear flow path for stormwater.

#### Maintain the Status Quo

32. The option to maintain the status quo within Carrick Street essentially means to do no capital works, which would retain the existing road environment in its current condition.
33. This option to maintain the status quo would be inconsistent with the Community Outcomes outlined in the LTCCP, and would be inconsistent with Council strategies, including the road safety, pedestrian, and cycle strategies, as well as the asset management plan.
34. It is therefore considered inappropriate to maintain the status quo in Carrick Street because the opportunity exists to ensure the development of an efficient, safe and sustainable transport system in the city, whilst providing for all modes of transport.

#### Preferred Option

35. The preferred option for Carrick meets the aims and objectives of the project as follows:

##### Improve traffic and pedestrian safety

- (a) The proposed narrowing to nine metres will reduce pedestrian crossing distances and help reduce traffic speeds, particularly when cars are parked on both sides of the road. The reduced radius at the intersections will reduce traffic turning speeds and reduce pedestrian crossing distances. The Carrick Street and Flockton Street intersection will be narrowed to six metres with the Carrick Street approach alignment made perpendicular to Flockton Street. This also reduces pedestrian crossing distances and provides a better position for visibility of vehicles exiting the street.

##### Improve safety for cyclists

- (b) Cyclists will benefit from a potential speed reduction of motor vehicle traffic. It is proposed to install kerb build-outs opposite 12, and outside 28 and 35 Carrick Street. There will be 4.5 metres between the two kerb lines, which is sufficient for a single vehicle and a cyclist to use the road. However, the kerb build-outs will be offset from the kerb to create a 1.2 metre wide option cycle bypass. Broken yellow no stopping lines will be required on the approaches to and departures from the kerb build-outs to keep the bypasses clear from parked vehicles.

##### Provide improved pedestrian crossing facilities

- (c) The footpaths are located against the property boundary and the balance of the berm area is grass against the kerb. The crossing distances for pedestrians along Carrick Street will be reduced to nine metres and the proposed intersections will discourage motorists from turning at speed. For these reasons, it is considered that no specific pedestrian facilities are required.

##### Improve safety of vehicles exiting Carrick Street

- (d) The Carrick Street and Flockton Street intersection will be narrowed to six metres width with the Carrick Street alignment made perpendicular to Flockton Street. This position will be better for exiting vehicles as it increases their departure visibility.

**8. Cont'd**

**Enhance the streetscape**

- (e) The proposed kerb build-outs opposite 12 and outside 28 and 35 Carrick Street will provide areas that can be landscaped. This can be done in keeping with Thornton Street, which was previously upgraded within this cluster of streets, with a mixture of native ground covers and exotic specimen trees. The proposed kerb build-outs will make Carrick Street appear short, and not a good route for a thoroughfare. This will also keep the form of the street simple, and appropriate for this cluster.

**Improve street lighting where necessary**

- (f) The level of street lighting has been checked during the concept design stage to ascertain whether the existing level is sufficient, or whether an upgrade is required. A lighting upgrade is necessary for Carrick Street, as part of the street renewal project.

**9. NOTICES OF MOTION**

**10. CUSTOMER SERVICE REQUEST REPORT 1 OCTOBER – 31 OCTOBER 2006**

See attached for information.

**11. UPDATE OF BOARD FUNDS**

Attached are schedules detailing the Board's 2006/07 Discretionary, SCAP, Youth Development and Sport and Recreation Funds.

**STAFF RECOMMENDATION**

That the information be received.

**12. REPORT OF THE SHIRLEY/PAPANUI COMMUNITY BOARD'S YOUTH DEVELOPMENT FUND COMMITTEE**

<b>General Manager responsible:</b>	General Manager Regulation & Democracy Services
<b>Officer responsible:</b>	Secretariat Manager
<b>Author:</b>	Elaine D Greaves, DDI 941-6726

**PURPOSE OF REPORT**

- 1. The purpose of this report is to submit the following report of the Board's Youth Development Fund Committee which met on 1 November 2006:

**Report of a Meeting of the Youth Development Fund Sub Committee  
held on Wednesday 1 November 2006 at 9.35 am  
in the Boardroom, Papanui Service Centre**

**PRESENT:** Yvonne Palmer (Chairperson), Ngaire Button, Myra Barry, Bill Bush and Megan Evans

**IN ATTENDANCE:** Elsie Ellison (Community Board Principal Adviser)  
Kevin Roche (Acting Community Board Secretary)  
Helen Miles (Community Recreation Adviser)

## 12. Cont'd

## 1. YOUTH DEVELOPMENT FUND APPLICATION FOR FUNDING

The Committee's approval was sought to a requests for funding from Renee Sides, to attend the 5<sup>th</sup> Australia New Zealand Adolescent Health Conference in Sydney from 13-15 November and Ken and Matthew Henry to travel to Brisbane in December 2006 with the St Bedes College under 16 cricket development team.

The Committee **resolved**:

- (a) To grant \$450 from the Board's 2006/07 Youth Development Fund to Renee Sides to assist her to attend the 5<sup>th</sup> Australian and New Zealand Adolescent Health Conference 2006.
- (b) To grant \$500 each (a total of \$1,000) from the Board's 2006/07 Youth Development Fund to Ken and Matthew Henry to assist then to travel to Brisbane, as members of the St Bedes under 16 cricket development squad, for the Southern Skies Tournament in December 2006.

The meeting concluded at 9.45 am.

## STAFF RECOMMENDATION

That the information be received.

## 13. COMMUNITY BOARD PLANNING REPORT

<b>General Manager responsible:</b>	General Manager Regulation and Democracy Services, DDI 941-8549
<b>Officer responsible:</b>	Anusha Guler, Secretariat Manager
<b>Author:</b>	Clare Sullivan, Community Board Principal Adviser

## PURPOSE OF REPORT

1. The purpose of this report is to seek the Board's approval to fund the production of a Community Board Planning Report that will assist in raising community awareness about the role of the Board and its activities.

## EXECUTIVE SUMMARY

2. At the Council meeting to confirm the Long Term Council Community Plan in June 2006, the Council **resolved** to direct staff to produce a Community Board Planning Report the year after the LTCCP to be funded out of the Community Board budget.
3. Several years ago the boards (at their own expense of approximately \$5,000) produced a large glossy booklet. The purpose of the new document will be to profile, at a local level, the Board and various Council activities in the ward area and assist in raising community awareness of the role of community boards within the Council.
4. The booklet would include such information as the Board objectives and priorities, detail the allocation of project funds, list the projected capital works programme for the ward, community support services, various award schemes each board has and contact details of residents' associations. Approximately 2,000 copies of this document would be printed and would be distributed to residents groups, community groups and organisations. Copies will also be available at service centres and at libraries within the ward area. The booklet will be published in February/March 2007. Information will be updated early in 2008 following the elections.

**13. Cont'd****Financial and legal considerations**

5. The Council resolution was that this be funded out of the Community Board's budget. This means that the funding will need to come out of the Discretionary Fund. The Board has \$48,565 remaining in its Discretionary Fund for the \$2006/07 financial year. The cost of producing an A4 20 page booklet at 2,000 copies would cost \$2,400. The cost of producing an A5, 20 page booklet at 2,000 copies would be \$1,800 within the current draft template. Distribution costs are estimated to be approximately \$300.

**OPTIONS**

6. The Board has two options either to agree to allocated the funding for the production of a booklet as noted in the Council resolution, or not to fund the production of a booklet. This would mean that the Council resolution is not implemented as there is no other funding available for the production of a booklet.

**PREFERRED OPTION**

7. That the Board agree to allocate \$2,100 from its 2006/07 Discretionary Fund for the printing and distribution of 2,000 copies of a Community Board Planning Report.

**STAFF RECOMMENDATION**

It is recommended that the Board agree to allocate \$2,100 from its 2006/07 Discretionary Fund for the printing and distribution of 2,000 copies of an A5 Community Board Planning Report.

**14. NZ COMMUNITY BOARD CONFERENCE 2009**

<b>General Manager responsible:</b>	General Manager Regulation and Democracy Services, DDI 941-8549
<b>Officer responsible:</b>	Anusha Guler, Secretariat Manager
<b>Author:</b>	Elsie Ellison, Community Board Principal Adviser, DDI 941-6701

**PURPOSE OF REPORT**

1. The purpose of this report is to seek funds from each Community Board to enable planning to begin for the NZ Community Board Conference 2009 which is being hosted by the Christchurch City Council, and to nominate two Community Board members from each Board to be part of this planning committee which will be chaired by Deputy Mayor Carole Evans.

**EXECUTIVE SUMMARY**

2. At a meeting of the Community Board Chairperson's and staff forum held on 23 June 2006, it was suggested that the Christchurch City Council make an application to host the Community Board Conference for 2009.
3. The Council approved on 31 August 2006, the Christchurch City Council putting a bid to host the 2009 Community Board Conference. This bid was successful.

**FINANCIAL AND LEGAL CONSIDERATIONS**

4. It was intended that costs of the conference will be covered by registration fees and various sponsors for events. These costs include a professional Conference organiser, venues and the activities in the Conference programme. The Council's Civic and International Relations team would provide advice on protocol and city activities in the programme. A budget of up to \$14,000 will be required for deposits for venue bookings and engaging a professional organiser. It is anticipated (based on the conference hosted by the Dunedin City Council in 2005) that approximately 200 persons will attend.

**14. Cont'd**

5. The Chairs from each of the city Community Boards suggested that the Community Boards may allocate \$2,000 from their Discretionary Funds and the Banks Peninsula Boards allocate \$1,000 each. This will provide funding for \$14,000. In addition, the Secretariat Unit will seek approval from the Council to budget for an additional \$15,000 in the 2007/2008 Annual Plan in the event of any shortfall arising.

**PREFERRED OPTION**

6. That the Board agree to allocate \$2,000 from its 2006/07 Discretionary Fund for the planning of the NZ Community Board Conference 2009.
7. That the Board nominate two Board members to be on the 2009 planning committee.

**STAFF RECOMMENDATIONS**

It is recommended that the Board:

- (a) Agree to allocate \$2,000 from its 2006/07 Discretionary Fund.
- (b) Nominate two Community Board members to be on the 2009 Community Board Conference planning committee.

**CHAIRPERSON'S RECOMMENDATION**

For discussion.

**15. UPDATE FROM COMMUNITY BOARD PRINCIPAL ADVISER**

The Community Board Principal Adviser will update the Board on current issues.

**STAFF RECOMMENDATION**

That the information be received.

**16. CHAIRPERSON'S AND BOARD MEMBERS' INFORMATION EXCHANGE**

Board members will be provided with an opportunity to give an update on community activities.

**17. CORRESPONDENCE**

18. **MEMBERS' QUESTIONS** (If any have been submitted in accordance with Standing Orders 4.1.1 to 4.1.5)