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Corporate Plan Output: Fendalton/Waimairi Community Board Vol 1, 3.1 text 7	

The purpose of this report is to present the matters considered by the Working Party at its meeting held on 16 June.

The report **follows**.

**Report of a meeting held on Wednesday 16 June 1999 at 8.00am,
in the Meeting Room, Fendalton Service Centre**

PRESENT: Barbara Stewart (Chairman), Diana Bradley, Val Carter,
Keith Nuttall, Ron Wright, Jeff Vesey, Pat Quinn, Roger Milsom,
Tony Wallace

Ron Wright arrived at 8.35 am and was present for all clauses.

1. **APOLOGIES** Nil
2. **BOARD CONSIDERATION OF WORKING PARTY'S RECOMMENDATION**

It was recalled that at the Working Party's previous meeting it was agreed to recommend to the Board that tenders be called for Stage I of the project. This decision had followed agreement that the best manner to determine real costs (as distinct from those presently estimated) would be to go through the tender process.

It was reported that at its meeting on 1 June, the Board considered this recommendation but resolved instead that firm guarantees for the financial commitment from the businesses should be requested prior to the tender process being initiated. A letter advising this outcome was sent to Tony Wallace as representative for the businesses.

On 8 June, Mr. Wallace responded to the Board's request with a verbal comment that while the matter of guarantees could be understood it was preferred that there be a next and final contact with the businesses after the costs were more accurately known, ie once the outcome from the tender process was determined, final commitments from individual businesses could then be ascertained.

In reviewing the Board's position and the follow-up response from the businesses there was a general acceptance amongst members of the Working Party that to go to tender and thereby attain a price would be of assistance in arranging the financial contribution from the businesses. Officers confirmed that the tender documents would be able to be 'tagged' to cover the contingency of full funding not being available or in the event of tender prices being unreasonably above the costs estimated.

The uplifting of 50% (or more if possible) of the business contribution at the commencement of the work was acknowledged, with payment of the remaining funding being achieved by way of automatic payment approvals to coincide with the completion of the works.

The matter raised at the last meeting regarding the current phasing of the pedestrian controlled traffic signals across Papanui Road had been considered in the interim and it was **agreed** that discussions on this aspect continue with City Streets staff.

It was noted that the positioning of the signal control box had been reviewed and it was proposed that subject to consultation as part of the overall project, the control box be relocated to the Mansfield Avenue/Papanui Road intersection.

Recommendation: That Stage 1 of the Merivale Concept Plan be tendered on the basis that 50% of the funding contribution from the businesses be secured prior to a tender being accepted and that the funding balance be paid across upon completion of Stage I.

3. CONCEPT PLAN - UPDATE

Tabled for information was an update on costings and a proposed time-line for the tender process.

The revised costings as at 15 June were \$123,370 plus a \$6,972 contingency giving a total of \$130,342. Based on the submitted timeframe it was anticipated that Stage I would be completed by 1 November thus avoiding the busy pre-Christmas period.

Overall, members indicated their acceptance of the revised figures and the tender process timeline as outlined.

4. TOPIARY TREES

It was recalled that at the previous meeting some concern had been expressed at the height of the sample unit that had been installed.

Officers were asked to give further consideration to what other options were available as there was a clear expectation that the trees needed to be of a scale in keeping with the overall concept.

5. ONGOING MAINTENANCE

Also mentioned at the last meeting was the matter of arrangements to be put in place to ensure that appropriate standards of maintenance were achieved. It was advised that contact was still to be made with the contractor for the Merivale Mall on the possibly of extending the Mall contract to include the business frontages along Papanui Road. No further funding obligation from the businesses was foreseen for future maintenance arrangements.

6. STAGE II OBELISK DESIGN

There was nothing further to report at this stage, it being noted that this formed Stage II of the overall project.

7. GENERAL

Reference was made to the possibility of providing banner flags through the commercial area and it was felt that this could be later addressed once the more substantial elements of the Plan had been completed.

A question was also asked about the possible extension of the existing bus shuttle service to include Merivale and it was reported that exploratory options for such services throughout the City were presently being discussed.

8. NEXT MEETING

Wednesday 28 July 1999 at 8.00 am

The meeting concluded at 9.26 am

Chairman's

Recommendation: That the report be received and the recommendation therein be adopted.