

3. CORRESPONDENCE

3.1 Secretary for Arts, Culture and Heritage Committee – Mural Siting

The following letter has been received from the Secretary for the Arts, Culture and Heritage Committee:

Please find attached a copy of a letter received from The Peace Foundation on seeking to find an appropriate location in which to install a mural to mark Christchurch's 20 years as a nuclear free city.

The Art in Public Places Subcommittee, to which the correspondence was referred, has looked at the Council's Tuam Street car park as one possible location.

The Subcommittee would also appreciate the Community Board's suggestions for the central city sites which might be appropriate for a proposed mural.

Chairperson's Recommendation: For discussion.

3.2 **Friends of Beverley Park Heritage Rose Garden – Funding Request**

The following request for funding has been received from Libby Boyd on behalf of the Friends of Beverley Park Heritage Rose Garden:

We are wanting to hold a neighbourhood garden picnic party on 1 December from 11.30am to 2.00pm to promote the heritage rose garden and to encourage neighbourhood unity. We would be very appreciative to receive \$500.00 funding support from the Board to help fund the park booking fee, marquee hireage, production of rose gifts, local performing artists and promotional flyers. This is the first time that we have organised this event and we are expecting at least 50 neighbouring residents to attend. We would like it to become an annual event.

The Community Recreation Advisor comments: The Board may wish to consider funding this event from its Community Events and Special Days Fund. \$6150 of this fund remains available for general allocation. I am assisting the group, as required, to plan the event. Programme and budget details are being finalised by the group and are in line with the funding request of \$500.00. Further details will be available at the Board meeting.

Chairperson's

Recommendation: Not seen by the Chairperson.

3.3 **Christchurch – Fiji Cultural Education Social and Sports Association (Aotearoa) Inc (CFCESSA) – Funding Request**

The following request for funding has been received from Bob Damodaran on behalf of CFCESSA:

We are running a Soccer and Netball clinic for children for Linwood area. We are also going to organise a sports day for children and adults in the near future.

We should be very grateful if you could help us with some funding to run the project.

Looking forward to your kind support.

The Community Recreation Advisor comments: CFCESSA has advised that it requires sports equipment for soccer and netball clinics for Linwood children aged from 5 –14 years. Rather than considering a grant from its discretionary fund, the Board may wish to support CFCESSA receiving the residual \$300 remaining in the ex Hillary Commission Community Sport Fund.

CFCESSA would also like to hold a family sports day in Linwood Park on Sunday 1 December. This day is intended for 30 children attending the sports clinics, plus their families and friends. It will also be open to the public to attend if they wish. The amount of funding requested is approximately \$500.00. A detailed programme and budget is in the process of being completed and will be available at the Board meeting. The Board may wish to consider funding this event from its Community Events and Special Days Fund.

Chairperson's

Recommendation: Not seen by the Chairperson.

4. MOORHOUSE AVENUE/ORBELL STREET INTERSECTION P60 PARKING RESTRICTION

Officer responsible City Streets Manager	Author Brian Neill, DDI 941-8616
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The purpose of this report is to enable the Board to consider creating "P60" parking zones along a short section of Moorhouse Avenue and within the angle parking area on the east side of Orbell Street adjacent to the intersection of Moorhouse Avenue and Orbell Street (see attached plan).

BACKGROUND

Both on-street and off-street parking demand within the business zone on the south side of Moorhouse Avenue between Colombo Street and Montreal Street is high. Businesses within the city block bounded by Durham Street, Moorhouse Avenue, Orbell Street and the railway are under particular pressure due to the lack of available parking during peak shopping times and at weekends when the nearby movie complex is the venue for movie festivals.

With a number of "P60" parking restrictions already in place along sections of Moorhouse Avenue, many people who work in the area park their cars in the "all day" kerbside parking areas denying customers access to the businesses alongside. Although the Council needs to be mindful of the competing demands for parking in this area, the availability of short-term customer parking is vital to the businesses located within the Moorhouse Avenue business zones.

DISCUSSION

Following an approach from two of the larger businesses in the area the views of the business community was sought. The businesses fronting Moorhouse Avenue between Durham Street and Orbell Street enthusiastically supported a "P60" kerbside parking restriction. However, there were some reservations from businesses in the Moorhouse Avenue block between Orbell Street and Montreal Street due to a possible shift of "all day" parking from the street into their off-street carparks. However, on balance, the need for on-street time limit parking adjacent to the businesses between Durham Street and Orbell Street is considered to be an asset for the business community.

CONCLUSION

If "P60" parking restrictions were to be introduced, twelve "all day" angle carparks in Orbell Street would be affected along with five parallel carparks in Moorhouse Avenue. The new time limit parking would assist businesses that operate out of premises fronting both of these roads.

Staff

Recommendation: That the parking of vehicles be restricted to a maximum period of 60 minutes in the following areas:

1. On the south side of Moorhouse Avenue commencing at a point 12m from its intersection with Orbell Street and extending in an easterly direction for a distance of 32m.
2. On the eastern side of Orbell Street commencing at a point 16m from its intersection with Moorhouse Avenue and extending in a southerly direction for a distance of 30m.

The Parking Manager agrees with the above recommendations.

Chairperson's

Recommendation: That the recommendation be adopted.

5. STEVENS STREET P5 LOADING ZONE

Officer responsible City Streets Manager	Author Barry Cook, DDI 941-8938
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The purpose of this report is to seek the Board's approval for a P5 loading zone on the south side of Stevens Street just east of Falsgrave Street. (See attached plan.)

The business on the corner of Falsgrave Street and Stevens Street (Japanese Diesel Parts) has many customers and couriers dropping off and picking up goods from its premises. The business entrance is right on the corner and most of these vehicles stop either on the broken yellow no-stopping lines or double stop, as there is no short term parking in the immediate vicinity. A small area of P30 further down Stevens Street caters for people wishing to stop for longer periods.

Staff

Recommendation: That a "Loading Zone time limit 5 minutes" be created on the south side of Stevens Street commencing at a point 10.5 metres from its intersection with Falsgrave Street and extending in an easterly direction for a distance of 19.5 m.

Chairperson's

Recommendation: That the recommendation be adopted.

6. GLOUCESTER STREET P5 LOADING ZONE

Officer responsible City Streets Manager	Author Basil Pettigrew, DDI 941-8542
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The purpose of this report is to inform the Board of a request seeking approval to create two P5 loading zones on the southern side of Gloucester Street east of Manchester Street. This request is being submitted to the Sustainable Transport and Utilities Committee's 5 November meeting. (See attached plan.)

"Cue Time Ltd" and "The Clinic" have submitted the request for the loading zones to enable deliveries and pick ups. These loading zones will overcome problems with vehicles double parking and blocking the traffic lanes in both Gloucester Street and Manchester Street.

As "The Clinic" provides health services (including doctors, pharmacy and physiotherapy), it has been stated that ambulance parking is also sometimes required.

The most convenient location for the loading zones is in the space east of Manchester Street currently designated as metered parking. Vehicle parking in this area is currently well supplied, and the removal of two metered parks to provide loading zones is supported by the Parking Operations Manager.

Staff

Recommendation: That the information be received.

Chairperson's

Recommendation: That the information be received.

7. DUNDAS STREET – PROPOSED ROAD WORK

Officer responsible City Streets Unit Manager	Author Lorraine Wilmshurst , DDI 941-8662
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The purpose of this report is to inform the Board of the background to proposed work in Dundas Street. (See attached plan). Approval to proceed with public consultation is being sought from the Sustainable Transport and Utilities Committee on 5 November.

BACKGROUND

As part of the work carried out in Colombo Street to introduce the green bus and cycle lane there was a reduction in parking between the bus stop and Moorhouse Avenue.

A further reduction in parking also occurred with the introduction of cycle lanes in Manchester Street.

Problems have also been encountered with traffic cutting through the street at speed.

DISCUSSION

Because of the reduction in parking in both Colombo Street and Manchester Street, an agreement was reached with the businesses that, where possible, angle parking would be introduced in Dundas Street.

The carriageway width in Dundas Street allows for angle parks to be introduced on one side and parallel parking to be retained on the other side. Smith's City Market also requested that we investigate some short term parking for their customers and a safe crossing point.

A proposal was drawn up that included a crossing facility in Dundas Street at the entrances to the two sections of Smith's City Market but in recent discussions with them, this is no longer appropriate with the redevelopment of their site which is due to happen in the next twelve months.

As there is no crossing facility at the Manchester Street/Dundas Street intersection, this was included in the terms of reference for this project.

CONCLUSION

A splitter island has been proposed for the intersection of Manchester and Dundas Street. This will provide a crossing point for pedestrians, stop corner cutting, and give direction to traffic entering Dundas Street.

Kerb extensions are proposed to define the angle-parking precinct, provide a safe traffic environment to road users, reduce the road space and will result in slower speeds through the street.

The angle parking has been positioned between the entrances to the two main businesses that access the street – Pak and Save supermarket carpark and Smith's City Market ramp carpark.

The existing angle parks at the Colombo Street end of Dundas Street are to be returned to parallel parking but will still be short term parks.

Staff

Recommendation: That the information be received.

Chairperson's

Recommendation: That the information be received.

8. TAYLORS MISTAKE ROAD – STAGE TWO

Officer responsible City Streets Unit Manager	Author Lorraine Wilmshurst, DDI 941-8662
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The purpose of this report is to inform the Board of the result of consultation on stage two of the reconstruction of Taylors Mistake Road, and the decision to proceed with construction design. (See attached plan).

BACKGROUND

Two years ago stage one in the reconstruction of Taylors Mistake Road commenced at the beach carpark area. The budget allowed for work to be completed to approximately the first hairpin bend. This financial year budget provision has been provided to complete the next stage (stage two).

DISCUSSION

The second stage of the reconstruction will be a continuation of the work done two years ago. It will consist of a 6 metre carriageway, a footpath on the downhill side and parking where possible.

In August 2002 a publicity pamphlet was distributed after discussions with the property owners immediately effected by the work.

The result of the consultation was for design staff to look at the possibility of providing some parking bays in the vicinity of properties 215 and 217. Further discussions have been held with both of these properties owners and agreement reached that a parking bay will be provided south of the driveway of 215, one between the driveways to 215 and 217, and one on the uphill side of the road where a garage-on-street will be removed. The owner of the garage has a double garage-on-street on the downhill side and the garage being removed is in need of repair.

Following discussions a proposed third parking bay on the downhill side will not be constructed. It was felt this would not be required and would also limit access to any development to the property at 213.

CONCLUSION

After several site meetings with the property owners agreement has been reached to provide a parking area at the hairpin bend, two parking bays on the downhill side of the road and a parking bay on the uphill side where a garage-on-street will be removed.

Stage two of the reconstruction will terminate at the driveway to 211. It is anticipated that this work will commence in early March after the summer season and stage three will be constructed when budget becomes available in two years time.

Staff

Recommendation: That the information be received.

Chairperson's

Recommendation: That the information be received.

9. TRUSCOTTS ROAD – STRUCTURE ON STREET APPLICATION

Officer responsible City Streets Manager	Author Lorraine Wilmshurst, DDI 941-8662
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The purpose of this report is to seek Board approval for the re-siting and construction of the Wood Hill signal tower on legal road outside the entrance to Ferrymead Heritage Park. (Refer attached plan).

BACKGROUND

As part of the "Ferrymead Trust and Christchurch City Council Land exchange" document (section 4.5), the signal tower is to be moved from Wood Hill to outside the entrance to Ferrymead Heritage Park.

Wood Hill is part of the land that is to be used for the proposed cultural village. For the earth works to be undertaken for the waterways and the village proposal, the tower needs to be moved.

DISCUSSION

A similar application was brought to the Board for approval at the 31 July 2002 meeting and approved. However further investigation has found that it is not possible to erect the tower over the existing drain and so a new position has been proposed. This position is entirely on road.

The signal tower has a 6 metre diameter base and is approximately 14.3 metres in height. The structure will be used as an entrance marker to the Ferrymead Heritage Park and will house administration offices for the park. It also has potential to be used as a changing room for those visitors who wish to dress up for colonial events. The top floor of the tower may be used by Council as a viewing platform and interpretation display for the Heathcote Valley floor.

The Ferrymead Heritage Park Director has undertaken the responsibility of organising the removal and erection of the signal tower. He has engaged Smiths Cranes and Eliot Sinclair Engineers to undertake the work.

The tower was to be erected over the existing drain and it encroached approximately 2 metres onto the road reserve. Further investigation has resulted in a significant increase in cost to erect the tower over the existing drain and a request has been received for the tower to be erected entirely on the road reserve. The proposed site does not result in any impediment to traffic flows around this area and will not cause any safety issues for vehicles as it is approximately 7 metres from the sealed carriageway.

The proposed new site for the erection of the tower will mean the structure will encroach 6.5 metres into the road reserve.

If Truscotts Road is to be closed and it becomes Council park land, as is the long term proposal for this section of road, the building will then be solely on Council land.

CONCLUSION

I recommend that approval be given for the erection of the Wood Hill signal tower on legal road at the entrance to Ferrymead Heritage Park, subject to:

1. A building consent for the tower structure being obtained
2. The owner being entirely responsible for the stability, safety, and future maintenance of the structure.
3. The site being kept in a tidy condition at all times during the course of construction.
4. Construction of the structure being commenced within six months and completed within twelve months or this approval will lapse.

Staff

Recommendation: That the resiting and construction of the Wood Hill signal tower be approved subject to the above conditions 1 to 4.

Chairperson's

Recommendation: That the recommendation be adopted.

10. **PARKS & WATERWAYS CAPITAL WORKS PROGRAMME 2002/03**

Officer responsible Parks & Waterways Manager, Anne Greenup	Author Brent Smith, DDI 941-8645
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The purpose of this report is to inform the Community Board of progress on the Parks & Waterways Capital Projects within the Board area as at 1 October 2002.

OVERVIEW

Attached to this report is a schedule setting out details in respect to individual Parks & Waterways Capital Projects. Note that, where possible, the schedule includes information on specific projects within the Board area that are funded from city wide allocations. The concentration of effort for the initial period of the financial year has been on the design and consultation phase for projects. Tendering and pricing of some projects has now occurred and a number are now in progress or completed. This year we have attempted to indicate the time of year that the different stages of the work will be carried out.

Staff

Recommendation: That the information be received.

Chairperson's

Recommendation: That the information be received.

11. INFORMATION ON WASTER PAYS DOMESTIC REFUSE COLLECTION

Officer responsible Community Advocate	Author Gina Clarke, Community Secretary DDI 941 6615
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The purpose of this report is to respond to the Board's request for information about Council's proposed move towards "waster pays" domestic refuse collection.

At its 2 October Board meeting, the Board requested that the three refuse related reports considered in September by the Sustainable Transport and Utilities Committee be included in this agenda for the Board's consideration. These reports are attached, and are entitled:

1. Waster Pays: Consultation and Education.
2. Hardship Assistance For Domestic Refuse Disposal Under a Waster Pays Regime.
3. Options For Managing the Illegal Disposal of Refuse in Christchurch.

The Committee received the information contained in the "Waster Pays: Consultation and Education" report, and provided recommendations to the Council on the other two reports. These recommendations are included in the attached reports, and were adopted by the Council at its meeting on 26 September 2002.

The author of these reports, Tony Moore (Resource Analyst, Solid Waste) will attend the meeting to answer any questions that the Board may have.

A timeline of the Council's "waster pays" process to date is also attached as background information.

Chairperson's Recommendation: For discussion.

12. SUMNER LIFEBOAT INSTITUTION – LAND STATUS ISSUES

Officer responsible City Streets Manager and Parks and Waterways Manager	Author Lewis Burn Property Services Officer, DDI 941-8522
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INTRODUCTION

The purpose of this report is to:

1. Update the Board on the process to carry out legal actions to regularise activities on the foreshore at Days Harbour, Scarborough.
2. Seek the Board's recommendations that the Council resolve to request the Minister of Land to declare road and stop road under the Public Works Act 1981 as outlined in this report.
3. Seek Board approval of a lease to the Sumner Lifeboat Institution Inc. ("SLI") and SLI building alterations and additions.

The Board will recall that a report outlining a proposal to resolve land status issues allowing the Council to provide security of tenure over the site occupied by SLI at Scarborough was presented at the Board's September meeting.

At that meeting the Board decided:

1. To support in principle the actions proposed by the report and that the Community Advocate convene a public meeting with the Board's community and stakeholders.
2. To receive a further report at its October meeting with specific recommendations having regard to community feedback on the legal processes proposed for resolution in terms of the Board's delegation.

The Board also requested that the issue of road signage on the newly formed legal road be addressed at the public meeting.

This report presents specific recommendations to the Board following public consultation on the legal processes necessary to carry out the proposed actions.

SCOPE AND POLICY

This report is being referred to the Board to resolve under delegated authority to:

1. Approve the proposed alterations and additions to the SLI buildings.
2. Grant a Lease to SLI under section 61 of the Reserves Act 1977 and to recommend to the Council that the process as provided for in Sections 114 and 116 of the Public Works Act 1981 be commenced (contemporaneously with a subdivision of the Council's title to Days Harbour) to legalise and stop parts of Scarborough Road.

This proposal is consistent with the goals of the Council's community policy.

EXECUTIVE SUMMARY

The recommendations made in this report (if adopted) will regularise SLI's occupation and the use of formed (but not legal) road without compromising the rights of access the public currently enjoy to the area for leisure and recreational activities. A public meeting (feedback detailed later in this report) has endorsed support for the Council to proceed with the land status rationalisation proposed. While vehicle access will be retained to the breakwater the emphasis in future will be on unrestricted foot access in this area with vehicle use to be managed by signage to appropriately restrict and limit parking. A summary of the proposal is outlined below.

1. Proposed Road Stopping

To proceed with the proposed road stopping under the Public Works Act 1981(PWA), the Council must pass a formal resolution. On completion of survey, the stopping can then be

notified in the New Zealand Gazette without any further public notice. The proposed road stopping is to be shown as separate allotments to allow more flexible tenure options in relation to the building footprints/occupations. The Council is the only adjoining landowner affected, there will be no loss of public access, no land is to go out of public ownership and the public meeting endorsed support for Council to proceed with the road stopping. It is therefore considered that section 116 of the PWA sets out the appropriate road stopping process to be followed, rather than using the process outlined in section 342 of the Local Government Act 1974.

2. Land for Road

Those parts of the Council's title that are physically formed and used as road are to be formally declared as road, requiring a Council resolution under Section 114 of the Public Works Act 1981.

3. Local Purpose (Esplanade) Reserve

On subdivision of the Days Harbour title, all land between Mean High Water Springs (MHWS) and the legal road boundary as realigned will vest in Council as Esplanade Reserve under the Reserves Act 1977 (as required by Section 230 Resource Management Act 1991).

4. Vesting of Sea Bed

On subdivision of Council's title, the parts of the title under water (below MHWS) and in the coastal marine area are required to be vested in the Crown (Department of Conservation) as seabed. (Section 237A of the Resource Management Act 1991).

The use of land below MHWS is restricted to the rules of the coastal marine area and hazard zone administered by ECan and vesting of this area in the Crown would be consistent with the way in which most foreshore is held.

5. Sumner Lifeboat Institution

The Council is able to grant (without further public notice or other authority) a lease of Esplanade Reserve of the site occupied by the SLI buildings for a term of up to 33 years with or without renewal pursuant to Section 61 of the Reserves Act 1977. A term of this duration will however need to be in relation to a lease of a parcel of land defined by survey. The SLI is able to conduct its activity below MHWS without formal lease from the Crown (sea bed) provided that this activity is consented to by ECan in terms of the Coastal Hazard Zone and the Coastal Marine Area. These consents are held by SLI.

As the legal processes to stop road and create esplanade reserve will take some time to work through, initially an agreement to lease conditional on the legal processes being completed will be entered into with SLI. SLI is happy with this.

6. Sumner Boating Club

This Incorporated Society, established since the early 1900's, is also on part of the legal road (Section 3, plan 24475/5). This Club maintains the public concrete slipways for a small launching fee and as part of the rationalisation, discussions are to be held with the Club to determine the most appropriate way of legalising their occupation and control of the slipways.

CONSULTATION

A public meeting was held at the Sumner Community Centre on the evening of 10 October 2002. 13 people (other than Board members and staff) representing a cross section of the community attended this meeting. Attendees included local boat owners, general public, SLI members, and representatives of the Sumner Boating Club and the Department of Conservation. The meeting was convened by the Community Advocate and Community Secretary with the report officer in attendance to explain the proposals and answer questions. Positive feedback was received to the actions intended with a clear mandate from the meeting to use the process under the Public Works Act to legally stop those portions of Scarborough affected. The meeting agreed that this was really a rationalisation or "tidying up process" that was well over due. The need to place signage to manage car parking in this area of high public usage for the good of all users was endorsed with the detail to be worked through with SLI and the Sumner Boating Club, with this organisation also keen to resolve formal tenure to their occupancy.

COSTS

The costs to carry out the survey and subdivision to create the parcels for leasing, reserve and seabed vesting will be shared between City Streets and Parks and Waterways Units. It is proposed that the Council and the Sumner Lifeboat Institution accept responsibility for their own legal costs associated with the lease agreement, which would be prepared by the Council's Legal Services Unit.

NATURAL + PEOPLE + ECONOMIC STEP ASSESSMENT

#	CONDITION:	Meets condition ✓✓0*	HOW IT HELPS MEET CONDITION:
The Natural Step			
N1	Reduce non-renewable resource use	-	No impact
N2	Eliminate emission of harmful substances	✓	Redevelopment will include connection to main services & removal of fuel tank with resultant lessening of discharge to sea
N3	Protect and restore biodiversity and ecosystems	✓	Recognition of foreshore values with shifting of total control to Crown of land below MHWS
N4	People needs met fairly and efficiently	NA	NA - See People Step + Economic Step
The People Step			
P1	Basic needs met	✓	Ensure long term provision of marine rescue services and in doing so improve peoples sense of safety
P2	Full potential developed	✓	Enhance skills and capabilities through training and courses
P3	Social capital enhanced	✓	Create better venue for people to contribute to the common good and well being of others
P4	Culture and identity protected	✓	Continuance of long-established local "institution"
P5	Governance and participatory democracy strengthened	✓	Governance processes will be transparent through consultation
The Economic Step			
E1	Effective and efficient use of all resources	*	Small one off cost short term to avoid potential long term legal tenure issues
E2	Job rich local economy	✓	Local professionals/contractors engaged
E3	Financial sustainability	-	No impact

CONCLUSION

The outcome of these processes will align the underlying land status with the existing foreshore activities and regularise tenure anomalies that have existed for many years. Public consultation and discussion with stakeholders have not raised any impediment to proceeding as proposed. Essentially, the public will not be aware of any change to the existing situation on the ground apart from the redeveloped SLI station buildings. SLI's activities are recognised and acknowledged as an integral part of this area. A further report will be presented to the Board at the appropriate time when the issues with the tenure to the Sumner Boating Club and signage to manage vehicle use have been worked through.

RESOLUTION

In order to effect the proposed declaration as road and road stopping, it is necessary for the Council to resolve as follows:

That the Christchurch City Council hereby resolves:

1. Pursuant to Section 114 of the Public Works Act 1981, to request the Minister of Land to declare as road those parcels of land described in the First Schedule; and
2. Pursuant to Section 116 of the Public Works Act 1981, to stop those portions of formed Scarborough road described in the Second Schedule

FIRST SCHEDULE

Shown as Section 6 (125m²) and Section 7 (143m²) on City Solutions Drawing 24475/5 being part Lot 1 DP 4705 comprised in Certificate of Title 305/68 (subject to survey).

SECOND SCHEDULE

Shown on City Solutions Drawing 24475/5 adjoining Lot 1 DP 4705 comprised in Certificate of Title 305/68 (subject to survey) as:

Section 1 (64m²)
Section 2 (31m²)
Section 3 (20m²)
Section 4 (817m²)
Section 5 (43m²).

Staff

Recommendation (with reference to the plans attached):

1. That the Board recommend that the Council adopt the above resolution.
2. That subject to 1 being adopted by the Board, and the Council adopting the resolution set out above, a subdivision of the Council's Days Harbour Title CT 305/68 be applied for and carried out contemporaneously in accordance with City Solutions Drawing 24475/6.
3. That the Board approve the alterations and additions proposed for the Sumner Lifeboat Station Buildings in accordance with the plans presented to the September 2002 meeting of the Board and subject to recommendations 1 and 2 being adopted, grant to the Sumner Lifeboat Institution Incorporated a lease of Sections 1 and 2 (Drawing 24475/5) and Lot 2 (Drawing 24475/6) pursuant to Section 61 of the Reserves Act 1977 for a term of 33 years with a right of renewal for a further term of 33 years conditional on:
 - a. All statutory consents (including subdivision) being in place prior to any site works commencing.
 - b. Site landscape requirements, construction bond and safety issues being resolved to the satisfaction of the Parks and Waterways Manager before any site works commence.
 - c. The terms and conditions of the lease being negotiated to the satisfaction of the Property Manager and Parks and Waterways Manager in consultation with the Legal Services Unit on the basis of each party meeting their own legal costs.
 - d. The Sumner Lifeboat Institution meeting all costs associated with the building alteration/additions (including necessary resource and building consents) and obtaining the necessary funding.
4. That a further report be received by the Board to resolve issues re tenure to the Sumner Boating Club and signage on the esplanade reserve to vest.
5. That survey, subdivision, LINZ fees and proclamation costs be shared equally between Parks and Waterways and City Streets Units.

Chairperson's

Recommendation:

That the recommendations be adopted.

13. TURNERS AND GROWERS – SITE DEVELOPMENT PROCESS

Officer responsible Director of Information	Author Allan Johnson, Senior Professional – Project Management, DDI 941-8909
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The purpose of this report is to inform the Board about the Turners and Growers project.

CONTEXT

The Turners and Growers property comprises 1.7546 ha in the block bounded by Madras, Tuam, Barbadoes and Lichfield Streets. The property contains a number of buildings of an industrial warehouse nature with a combined floor area of approximately 10,000m. The site is currently zoned Business 3.

The site was acquired to meet objectives outlined in the Central City Revitalisation Strategy adopted by the Council in February 2001, which includes the following core principles for project development:

1. **East Side Focus** - to generally focus on projects to the east side of Colombo Street.
2. **Residential and Business Development Opportunities** - including funding for project assistance and joint venture developments to increase the residential population and business/commercial activity.
3. **Improve Public Spaces** - to enhance the amenity of the central city with particular emphasis on improving public spaces on the east side.
4. **Integrated Development** - to pursue public-private partnerships, and integrated and complementary development to public and private spaces.
5. **Sustainability** - to assess and prioritise projects according to social, environmental and economic sustainability evaluation criteria.

At its meeting on 24 April 2002 the Council resolved:

1. *That the Council approve the purchase of the Turners and Growers site under section 572 of the Local Government Act.*
2. *That the purchase be funded and budget provisions established as detailed in the public excluded report to the 24 April Council meeting by the Chair of the Strategy and Finance Committee.*
3. *That a process for the future comprehensive redevelopment of the site to include the creation of a new public park, residential and mixed use opportunities, and joint venture development partnership(s) with the private sector be reported back to the Council for its approval.*

BUDGET

The land has been purchased using approved budget provisions as detailed in resolution 2 above. An operational budget has been prepared which includes provision for process costs of \$150,000 per year for the first three years. There is no capital provision in the long-term capital plan.

TIMEFRAME

- Turners and Growers have a current lease for a minimum of 15 months and maximum of 24 months (from 1 July 2002) with a six month notification requirement.
- Zoning and City Plan issues may be contentious and it could take 1-3 years to have the zoning approved, depending on the scale of zoning change required.
- Project development likely 2-10 years out.

EXECUTIVE SUMMARY

The aims/vision and objectives for the development of the site have been agreed by the working group of the Central City Mayoral Forum and the Corporate Team.

The process recommended for involvement of the private sector is to first request a registration of interest from all parties who may have an interest in the site. This may be followed by a request for proposals from the most suitable parties identified in the registration of interest.

A start needs to be made on the investigation of resource management and City Plan issues.

Some initial work has been done on a concept plan and feasibility analysis for one particular proposal for the site. The possibility of gentrification, and its effect on affordable housing in the area on completion of the development, may need to be considered in the Council's future strategic planning.

Normal Council procedures will be adopted for the consultation and design processes for the park.

A recommendation is made to establish a working party to assist officers in implementing the processes outlined in this report.

RELEVANT COUNCIL POLICY

1. Central City Revitalisation Strategy

Details of this strategy are given above under the context heading.

2. Policy for Disposal of Property

Property: Sale Of

That, in principle, the Council should publicly tender properties for sale unless there is a clear reason for doing otherwise. Council 29 October 1991

Property - Process for Disposal of Council Property within the Central City Area

1. That the Council's policy of publicly tendering properties for sale unless there is a clear reason for doing otherwise be confirmed as applying to all areas of the city with the exception of the area in which the (interim) Central City Board is active in pursuit of Council revitalisation goals.
2. That it be confirmed that all such sales of Council land must be approved in the normal way by the full Council. Council 16 December 2000

3. City Plan

There are a number of City Plan policies and objectives which will be need to be considered in redevelopment of the site, including either a change to the current zoning or a resource consent application for a particular development proposal. These are addressed further below.

DESCRIPTION OF THE PROPOSAL

PROJECT TERMS OF REFERENCE

A project control group of Council officers was established to liaise with a working group of the Central City Mayoral Forum (CCMF) to develop the process, as described in this report. The working group is chaired by Sir Miles Warren and consists of people with a wide range of business experience.

The vision and objectives for the redevelopment have been developed in consultation with the working group of the CCMF and the Corporate Team, as follows:

AIM/VISION

To revitalise and enhance the eastern side of the central city by developing the site as a quality residential environment including an attractive and accessible public park. This would be within a context of, and act as a catalyst for the development of other sites in the locality, to encourage more people to live in the central city.

OBJECTIVES

The development will be regarded as successful if:

General

1. It creates sustainable and economic investment and activity on the site and in the surrounding area.
2. It results in a significant increase in the number of people living in and contributing to the vitality of the area.
3. It promotes a sense of community among the residents.
4. Further residential and other compatible development is carried out on other sites in the area.

Scope

5. It provides a range of housing types to meet a variety of needs, which may include student housing.
6. It may include light commercial/retail and educational uses compatible with the requirements of the residents.
7. It provides for an open space which complements other inner city open spaces and is integrated into the surrounding area.
8. It includes improvements to the general amenity of the area carried out by the Council in support of the project.

Design

9. Its design incorporates best practice sustainability principles.
10. It includes provision for public art.
11. Its design sets a high standard for future development of the surrounding area.
12. It provides links to adjoining areas such as the High Street precinct, the CPIT campus, and towards the Latimer Square area.
13. It has a medium density and a height reflecting its central city location (low rise up to six storeys).

Process

14. It is carried out using an open process in association with the private sector.

It is anticipated that these objectives would be among those used in considering proposals for the development of the site.

PROPOSED PROCESS FOR ENGAGING THE PRIVATE SECTOR

A number of options are available for the process by which the private sector (and any other parties who may have interest in the site) is engaged for the development of the site. These include:

1. Begin with discussions with selected developers, with a view to ascertaining their interest in and willingness to participate in the redevelopment.
2. Undertake a formal Registration of Interest (ROI) process, in which the public is invited to submit details of their interest in the site. There are several forms these expressions of interest may take, and a range of options is available for the Council. This process may be used to identify the most suitable parties, who could then be provided with a formal Request for Proposals (RFP).
3. Undertake an RFP process without first going through an ROI process.

The Council has stated its intention to engage the private sector to undertake the development of the site using a fair open and transparent process. This limits the Council's ability to consult with selected parties in the private sector in other than an open (ie public) process, thereby effectively preventing option 1 above.

This leaves a choice between options 2 and 3 above. As option 2 includes option 3, the question to be considered is what value is added by going through an ROI process before an RFP process.

The advantages of conducting an ROI process first are:

- This provides the most open and public way in which any party can be considered for the project, and ensures that no one can claim they have not had the opportunity.

- Within the context of an ROI process, contact can be made with potentially interested parties, to ascertain their interest.
- Some interested parties may be interested in participating in a part of the development only. This process allows their contribution to be considered, and may result in them being referred to other parties with a view to them creating a consortium for a joint submission for the RFP process.
- Information will be gained on the likely market demand.
- It follows international best practice for development proposals of this nature.

The disadvantages of conducting an ROI process first are:

- Additional time is required. However it should be noted that the site is not available for some time, and the town planning issues will also take some time to resolve, so this is not expected to result in delaying the overall process.
- There is a cost for both the Council and the respondents. This may be act a disincentive to some developers from responding at this stage.

It is concluded that the preferred option is option 2, which entails an initial registration of interest process, followed by a request for proposals from the most suitable parties identified in the ROI process.

OTHER ISSUES

Resource Management Issues, Proposed City Plan

The site is currently zoned Business 3, which provides for light industrial, retailing, offices, warehousing, community and open space uses. Its purpose is to maintain existing industrial employment opportunities while progressively enhancing amenity standards.

The proposed redevelopment of the site for residential purposes is a non-complying activity within the Business 3 zone, so to allow the proposed development to proceed will require one of two actions to be taken:

1. A resource consent application can be made
2. A plan change can be promoted to change the zoning so that the proposed uses can be provided on the site.

Initial consideration of these options indicates that the preferred method would be to undertake a plan change. Although potentially taking less time, a resource consent application would require a detailed and precise proposal to be considered, and in any event there is a significant risk of the application being declined due to its conflict with the City Plan policies for that block. A plan change has more flexibility and enables the Council to alter its policies. As with a resource consent, there is a risk that, following the hearing of submissions, the change might not be approved. Because the Council has a conflict of interest, the application or change would need to be heard by a commissioner.

Whatever development proposals were considered from private developers, these would need to be conditional on the zoning being changed, (or consent being granted) so the sequence and timing of the change will need to be integrated with the process of securing private developers for the site.

A full report on these issues will be prepared and submitted to the Council for approval.

Concept Plan and Feasibility Analysis.

A concept plan and feasibility analysis is being developed with the assistance of Sir Miles Warren and the working group of the CCMF, to explore one possible way of developing the site. The concept plan provides for a mixture of student accommodation and general residential accommodation.

This will provide a test of the feasibility of the development, and will be a useful benchmark against which future development proposals can be tested. It is not intended to preclude the consideration of other concept plans which are economically feasible and meet the Council's objectives.

Gentrification and Affordable Housing

The long term effects of this project, and Central City revitalisation efforts generally, on affordable housing in this part of this city, may need to be considered in the Council's future strategic planning.

Process for Development of the Park

It is intended that the consultation and design processes for the park will follow normal Council procedures, and the timing of this will need to be integrated into the timeframe of the other aspects of the project.

CONCLUSION

At its July 2002 meeting the Council debated a motion that the Council ". reiterate its commitment to a fair open and transparent process if and when it engaged the private sector to develop residential accommodation on the Turners and Growers site".

The Council decided to refer this motion to the Strategy and Finance Committee for further consideration.

It is considered that given this report now sets out the process for involving the private sector in the development of the Turners and Growers site, the intent of the Council's July 2002 resolution has now been met.

Staff

- Recommendation:**
1. That the Council approve the aims/vision and objectives for the redevelopment of the site.
 2. That the Council approve the adoption of a public registrations of interest process, which may be followed by a request for proposals from suitable parties identified in the registration of interest process.
 3. That the Council approve the commencement of investigation into the zoning of the site and surrounding areas.
 4. That an unpaid working party be established to assist officers in implementing the processes outlined in this report.
 5. That the working party consist of eight members, being the Chair of the Strategy and Finance Committee, Councillors Anderton, Crighton and Wright, the Chair of the Hagley/Ferrymead Community Board or his representative, and three members of the Central City Mayoral Forum.
 6. That Sir Miles Warren be invited to chair the working party.
 7. That future reports and recommendations by officers on this project be reported via the working party to the Strategy and Finance Committee.
 8. That Council approval be sought for all budget issues.
 9. That Council approval be sought for the preferred development proposal.

Chairperson's

Recommendation: That the information be received.

14. AVEBURY HOUSE UPDATE

Officer responsible Community Advocate	Author Lynnette Ebborn, DDI 941-6605
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The purpose of this report is to update the Board on the refurbishment and opening of Avebury House, and the activities of the Avebury House Community Trust.

Avebury House Community Trust

The Avebury House Community Trust is now well established and employs a community worker, Lesley MacMillan. The Trust is made up of local residents who have real feeling for the house, and a commitment to making Avebury a busy and well functioning facility. The Trust members have secured funding from sources other than the Council to assist them in their task.

Refurbishment

The Council's Property Unit has refurbished the house. Malcolm Kitt (Architectural Designer, City Solutions) has been extremely helpful in this project, and has worked co-operatively with Trust members. This input has resulted in a practical and aesthetically pleasing refurbishment. Two of the first floor rooms are sound-proofed for possible use for music practice and teaching, one of the rooms is wired for computers and the kitchen is of commercial standard. Every effort has been made to keep the house environmentally friendly, with the use of solar heating panels and the intention to set up a well-run recycling system.

Official Opening

The Prime Minister, the Rt. Hon Helen Clark, officially opened Avebury House on 18 September. The Prime Minister met local residents at the opening, as well as others involved in revitalising Avebury. Family members of the original owners of the house also attended.

Local schools took part in the afternoon and added to the enjoyment. Richmond School Kapa Haka group and Avonside Girls High School Barbershop group performed, along with the Apollo String Quartet and the Daniel Kennedy Jazz Trio. Nga Hau e Wha catered the event and pupils from Avonside assisted by serving food.

General

Bookings for Avebury have been brisk, with a large number and variety of groups taking advantage of a much-needed venue.

As part of Heritage Week there were two open days: Saturday, 19 October and Wednesday, 23 October.

The Trust is also setting up a community newspaper for the Richmond area.

Trust members have contributed significant volunteer time, and are to be congratulated for their hard work in getting Avebury underway and organising the opening. Lesley Macmillan has made this process appear seamless with her unceasing energy and many skills.

Staff

Recommendation: That the information be received.

Chairperson's

Recommendation: That the information be received and the Avebury House Trust members be commended for the work they are contributing to the project and for the success of the official opening.

15. COMMUNITY FUNDING REVIEW

Officer responsible Community Relations Manager Leisure Unit Manager	Author Mary Richardson, Social and Economic Policy Analyst, DDI 941-8696
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The purpose of this report is to provide feedback to community organisations about the Community Funding Review community consultation.

Community Boards are asked to consider and provide feedback on the broad directions outlined in this report.

BACKGROUND

Earlier this year the Council decided to undertake a review of its community funding streams. Elected members suggested that a funding review could help recommend ways of prioritising requests for funding and help evaluate the impact of community funding. A review could also address the issues raised by various requests to the Council to support projects which have traditionally been core government responsibility. The need for this review was reinforced by some community groups, who have identified the need to streamline Council's community funding processes.

Terms of Reference of the Community Funding Review

The aim of the review is to identify and recommend an overall approach for distributing community funding as well as priorities and mechanisms which are consistent with policy objectives and good practice guidelines.

The objectives of the review are:

1. To identify the broad funding context within which Council community funding is distributed (both within Council and in Christchurch generally);
2. To identify the current policy guidelines and administration processes of each of the funding streams within the scope of this review;
3. To identify the level of funding currently allocated to achieving specific policy outcomes (including the level of funding specifically allocated to achieving target group policy outcomes);
4. To survey community groups, funding decision makers and funding administrators about ways in which the funding streams could be better co-ordinated and made more accessible (taking into account both policy and administrative considerations);
5. To develop recommendations for each of the targeted funding streams which improve their policy fit and administrative efficiency;
6. To develop recommendations to improve the overall co-ordination of the Council community funding streams;
7. To identify appropriate monitoring and evaluation processes for Council community funding streams.

Scope

The review covers the community funding streams which are administered by the Council. These are: Loan Scheme, Major Grants, Metropolitan Discretionary Funds, Strengthening Community Action Plans, Social Initiatives Programme, Community Workers funding, and the Community Development Scheme.

The review will also include information about the broader Council funding context within which these schemes operate.

REVIEW PROCESS

The review process has included consultation with staff, elected members and community organisations. These findings are being analysed and used to develop recommendations to be considered by Council.

This report focuses on providing Community Boards with an indication of the general direction of these recommendations, and an opportunity to have further input into the review by commenting on them.

BROAD DIRECTIONS

The consultation with elected members, staff, and voluntary sector organisations has informed the development of the following broad recommendations. Detailed recommendations will be developed expanding on each of these main themes. Our purpose at this stage is to ask for feedback on the broad directions themselves.

The broad recommendations from the Funding Review are that the Christchurch City Council:

- 1. Continues to provide a significant level of community grants funding**
The Council fulfils a unique role in the Christchurch funding climate. While there will always be a greater level of demand on these funds than the Council is able to meet, the current level is considered to provide a significant boost to the level of community services, arts, sport, recreation and community development provided within the city.
- 2. Develop a clear direction for community grants funding**
The Council will be able to provide even more benefit to the Christchurch community by clarifying its priorities and intended direction of funding policy. This direction should be in keeping with the Council Social Wellbeing Policy and Community Policy.
- 3. Clarify Council's funding role in relation to other funders and seek collaboration with other funders**
There is the opportunity for the Council to develop protocols for working with other funders. Council will also clarify its intentions regarding funding for areas where there is a core central government responsibility.
- 4. Provide a range of community funding streams, in order to be able to respond to different kinds of funding need**
There is great value in the Council providing different kinds of community grants (such as emergency, long term, large and small grants). This approach means that different needs can be met in different ways. In particular, while the impact of small grants to small organisations is sometimes hard to measure, the benefits of these to the community are large.
- 5. Continue to distribute funding in flexible and responsive ways**
There are benefits of the Council being able to respond to emerging needs and issues. The Council could retain this flexible approach and still provide a more standardised funding process with fewer overall streams of funding.
- 6. Further streamline its application and accountability processes across the various funds to ensure the cost of applying for, and receiving, Council funding is kept to a minimum**
It is apparent that the current variation in funding applications is confusing for grant recipients, staff and elected members. A more streamlined approach for funding applications could include co-ordinating application dates and providing application forms electronically.

The Council will develop a process for determining the level of accountability that is appropriate for grants. This may vary according to the size of the grant, its purpose, and the degree of 'risk' associated with the activity being funded.
- 7. Develop strategies to improve the transparency of, and access to, Council funding.**
The Council will improve its methods of delivering funding information and develop ways of ensuring that grant applicants have all the necessary information about the funding available and how to apply for it.
- 8. Clarify reasonable expectations for effective systems to monitor and evaluate community grants**
The Council will develop a process for determining the level of monitoring and evaluation that is appropriate for different kinds of community grants. This will take into account the needs of groups in these processes.

9. Continues and strengthens its funding role as part of a broader capacity building strategy

The Council provides community funding as part of a broader capacity building function. It supports the voluntary sector in a variety of other ways, including through the employment of community development staff to work with individual groups.

Funding provided should be seen as making a contribution to the community more generally, and not just to the specific activities targeted by a grant. For example, positive changes for families of individuals targeted by funded programmes (and therefore for neighbours, schools, and local communities) can be considered as some of the indirect benefits of funding that programme.

WHAT HAPPENS NOW?

The Community Board is invited to provide feedback on the broad directions.

Further work on the Community Funding Review recommendations will be carried out in October and November. This work will take into account community consultation, the findings of the earlier Community Development Funding Review, information from other funders, and the views of staff and elected members.

The final Community Funding Review Report and Recommendations will be presented to the Council for endorsement early in 2003. A process for implementing the agreed recommendations will then be developed.

Staff

Recommendation: That the Community Board provides feedback on the broad directions outlined above.

Chairperson's

Recommendation: For discussion.

16. GOVERNMENT FUNDING – OUT OF SCHOOL CARE AND RECREATION PROGRAMMES

<p>Officer responsible Leisure Manager and Community Relations Unit Manager</p>	<p>Authors Lyn Campbell (Children's Advocate), DDI 941 8890 and Lesley Symington, Recreation and Arts Team Leader, DDI 941 8879</p>
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This report outlines the latest information on new government funding available for Out of School Programmes and is also referred to the Board for any comment. Out of School Programmes include before and after school and school holiday programmes for 5-13 year olds.

BACKGROUND

Out of School Programmes provide a range of recreational, educational and social opportunities and benefits for children and their families. In addition the availability of quality, affordable out of school care has been identified as an important factor in assisting parents to move into and remain in the workforce, and to date this factor has been the impetus for making available central government funding.

The Council has long recognised the value which Out of School Programmes bring to children and their families in Christchurch, and is recognised nationally as a leader in its support of this area. It is also one of the few local authorities which has developed and adopted an Out of School Programmes Policy (1999) to describe its vision and outcomes for Out of School Programmes. Funding for these programmes has been made available through Community Board Project Funding; the Social Initiatives Fund and the operational budgets of the Leisure and Community Relations Units.

GOVERNMENT BUDGET 2002 – ADDITIONAL FUNDING FOR OUT OF SCHOOL PROGRAMMES

In the Government's 2002 Budget, the Ministry of Social Development received \$36.592m additional funding over four years for Out of School Care and Recreation (OSCAR) programmes. The package of increased assistance is aimed at improving the viability, supply and quality of OSCAR programmes by covering any **operating deficit** between operating costs, fees and other revenue.

The National Association for OSCAR (NAOSCAR) has been contracted by MSD for two years (to July 2004) to provide support and advice to providers of out of school care and recreation. This is part of the Government's Making Work Pay project. NAOSCAR will receive, process and make recommendations on applications but MSD will make the final decisions on funding.

Applications will be looked at on their merits, but top priority will be given to those programmes which, even with the best and smartest management, will have deficits because of the socio-economic area in which they are operating. There are no target areas nationally and decisions will be made on a needs basis.

How will the money be spent?

The funds will cover an increased uptake of the OSCAR subsidy (a programme fee subsidy paid to parents who as beneficiaries are required by the Government to work or train in order to receive their benefit) as well as:

- **Assistance Grants**

Up to \$9,000 annual grant payable direct to OSCAR programmes based on individual programme need and to be used as a contribution to funding programme operating deficits (see Section on Eligibility).

- **Establishment Funding**

A total of \$169,000 annually for those programmes needing funding to purchase new equipment or to alter buildings, particularly in order to be eligible to meet Child, Youth and Family approval. This can be applied for in the same financial year as an Assistance Grant, with recommendations made monthly.

- **Field Workers**

Some funding will be available for a nation wide field workers service. This will fund a number of field workers who will advise and support OSCAR programmes as well as undertaking a liaison role within the community. Note that the OSCAR Network in Christchurch has received only 20 hours per week of this funding and this is to cover the whole of Canterbury.

- **Child Youth and Family resources for Provider Approval Process**

\$1.282m over four years to resource Child, Youth and Family for the provider approval process.

Eligibility to Receive Assistance Grant Funding

To be eligible to apply for an Assistance Grant programmes must be:

1. Approved by Child, Youth and Family
2. Operating for a minimum of 5 days per week
3. Open for at least 10 hours per week during the school term and 30 hours per week during school holidays
4. Collecting fees from parents using the programme
5. The programme must require an Assistance Grant to remain viable and sustainable

There will be two funding rounds per financial year – in November and in March. OSCAR programmes may receive Assistance Grant funding only once per year.

Christchurch Providers Currently Eligible to Apply

Currently there are 46 Out of School programmes operating in the city with membership of the OSCAR Network, managed by a variety of agencies including the Council . Of these, 9 are currently not eligible to apply for this funding.

DISCUSSION

The Government's new OSCAR funding presents a welcome resource to assist existing and new programmes and the potential for a key partnership between The Council and the Ministry of Social Development.

Programmes currently receiving Christchurch City Council funding will not be penalised and NAOSCAR is keen to work with those local authorities which have a history of supporting out of school care and recreation.

Christchurch City Council Leisure holiday programmes which are provided in-house (currently 5 out of a total of 22) have Child, Youth and Family approval and will be applying for Assistance Grant funding in the November funding round.

Community Recreation Advisors and Community Development Advisors will be working with community providers of programmes to make sure they are aware of this funding and, if eligible, provide advisory assistance if required with applications or refer them to the OSCAR Network. If providers are currently not eligible staff will referring them to the OSCAR Network in Christchurch and National OSCAR to encourage them to become eligible to apply.

In the longer term new Government funding will enable some programmes to have less reliance upon the Council for their sustainable operational costs.

However it must also be noted that this funding has tight eligibility criteria (e.g a programme which operates for 4 days per week will not be eligible and may not be able to sustain operating for 5 days per week). There is a maximum of only \$9,000 per annum available per annum per programme (as a comparison it costs around \$36,000 per annum to run an after school programme 5 afternoons per week for one year). It must also be noted that the Government's commitment to this is currently only for a 4-year period. Programmes must apply each year for the Assistance Grant funding and are not assured of receiving the same or less funding during the 4 year period.

It is therefore recommended that Community Boards consider continuing to support Out of School programmes in their areas at current funding levels for the 2003/2004 financial year, until any successful Assistance Grants for Christchurch Out of School Programmes pending the Ministry's November 2002 and March, 2003 funding rounds can be reported to Boards. At this time any consequent opportunities for Boards to consider reducing their contributions to this area could also be discussed. It is expected that this will be able to be presented by June, 2003.

Staff

Recommendation:

1. That Community Recreation Advisors and Community Development Advisors work closely with community providers, the OSCAR Network in Christchurch and National OSCAR to ensure that Christchurch providers are aware of this funding.
2. That Community Boards consider continuing to support Out of School Programmes in their areas at current levels of funding for the 2003/2004 financial year until an analysis of the impact of Government funding in this area in Christchurch has been made and reported back to Boards by June, 2003.

NATURAL + PEOPLE + ECONOMIC STEP ASSESSMENT

#	CONDITION:	Meets condition ✓✓0*	HOW IT HELPS MEET CONDITION:
The Natural Step			
N1	Reduce non-renewable resource use	✓✓0*	
N2	Eliminate emission of harmful substances	✓✓0*	
N3	Protect and restore biodiversity and ecosystems	✓✓0*	
N4	People needs met fairly and efficiently	NA	NA - See People Step + Economic Step
The People Step			
P1	Basic needs met	✓✓0*	Care for children of working parents/time out for families
P2	Full potential developed	✓✓0*	Child development while on the programme
P3	Social capital enhanced	✓✓0*	Families and communities strengthened
P4	Culture and identity protected	✓✓0*	Local community identity reinforced
P5	Governance and participatory democracy strengthened	✓✓0*	
The Economic Step			
E1	Effective and efficient use of all resources	✓✓0*	
E2	Job rich local economy	✓✓0*	Employment/career opportunities
E3	Financial sustainability	✓✓0*	Contribution to the city's economy

Chairperson's

Recommendation: That the recommendations be adopted.

17. FRAMEWORK OF GOVERNANCE – PROCESSES FOR COMMUNITY BOARDS

Officer responsible Legal Services Manager	Author Peter Mitchell, DDI 941-8549
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The purpose of this report is to provide the Board with information on Community Board processes and invite the Board to provide feedback on these processes. A description of these processes will be included in the Community Board section of the Council's Framework of Governance document. The Council is currently preparing its Framework of Governance in line with the requirements of the Local Government Bill and the anticipated requirements of the new Local Government Act.

THE ROLE OF COMMUNITY BOARDS

Community Boards have been an integral part of the City's governance framework since 1989. They particularly add value by ensuring effective community engagement and enabling decision making close to the community based on and informed by local knowledge and networks. The scope of their work, and the organisational arrangements to support it, has been evolving from representation towards governance.

The Council is divided into 12 wards for electoral purposes and six sets of two wards are paired to form a "community".

There is a Community Board for each of the six communities. Six Community Board members are directly elected and three Councillors are appointed by the Council following each triennial election.

The Local Government Act 1974 sets out the general purpose of Community Boards as:

- "101ZY *Purposes of community board*
The general purposes of a community board shall be—
- (a) *The consideration of and reporting on of all matters referred to it by the territorial authority or any matter of interest or concern to the community board:*
 - (b) *The overview of road works, water supply, sewerage, stormwater drainage, parks, recreational facilities, community activities, and traffic management within the community:*

- (c) *The preparation of an annual submission to the budgetary process of the territorial authority for expenditure within the community:*
- (d) *Communication with community organisations and special interest groups within the community:*
- (e) *To perform such functions as are delegated to it under the authority of section 101ZZ of this Act."*

The Act also provides that the Council may delegate any function or power to a Community Board with certain exceptions such as the power to borrow, make rates, hold and dispose of property and appoint staff.

The Terms of Reference of the Christchurch Community Boards are attached.

With the delegations made by the Council in December 2001, the Boards have a substantial role in the implementation of the Council's capital expenditure. The Boards also receive \$390,000 each from the Council for discretionary expenditure in their Board areas.

THE WORK OF COMMUNITY BOARDS

As with Standing Committees, much of a Board's role in implementing and monitoring the Corporate Plan is routine in nature. The implementation of minor capital schemes and implementation and changes to the operational programme are also routine in the sense that necessary reports to the Boards will be generated by staff as a matter of course.

A large part of the Board's work is "projects" which arise out of implementation of aspects of the Corporate Plan.

Boards are also involved in engagement with other agencies and undertaking community consultation within a framework of maintaining ongoing relationships with their local communities. Very often their "projects" arise out of representation made by community groups, and from petitions made to the Boards.

Board projects typically arise from the following areas:

- (a) work instigated at the request of a community group;
- (b) significant capital projects which have been included in the Corporate Plan
- (c) a significant new service or change to a service which has been included in the Corporate Plan eg implementation of traffic management changes.

COMPILATION OF BOARD ORDER PAPERS AND AGENDA MEETINGS

It is a responsibility of the City Manager to ensure that appropriate reports are presented to Board Members for their consideration (with certain exceptions such as the Electoral Officer reporting on electoral matters). In discharging that responsibility, he/she needs to have regard to questions of legal compliance, Council policies and Council resolutions and a professional responsibility to provide the Boards with sound advice to assist them in achieving their purposes.

With each Community Board, the City Manager delegates this function to the Community Advocate for that Board.

Generally, reports for a Board agenda can be regarded as "staff reports". From time to time a report or a Board agenda will be prepared by, or in the name of a Board member, usually the Chairperson.

Board members do not have the right to prepare a report and recommendation for a Board meeting. If a Board member wishes to do so they should first discuss the issue with the Chairperson and Community Advocate. The Chairperson shall make the decision on whether a member's report goes on a Board agenda. This practice ensures that Boards do not make decisions on Board member reports without all relevant information and facts being before the Board.

As with Committees the substance and recommendation of a staff report is the responsibility of the appropriate senior manager.

Generally there are two managers involved: the specialist Manager and the Community Advocate.

The specialist Manager has a professional responsibility for ensuring that the content of the report and the recommendation reflect acceptable professional standards as might be judged by a group of professional peers. (*Note:* That is not to say that the advice would not be challenged by such a group but it is to say that the advice would be considered as lying within the spectrum of acceptable professional practice and opinion.)

The Community Advocate for a Board has a different and often wider perspective than the professional Manager. He or she must consider the implications of the report and its advice in a wider strategic context with focus on a "triple bottom line" context and with reference to other significant activities and outcomes which the Council is seeking to achieve. Accordingly, there may be occasions when the Community Advocate seeks to add additional argument and emphasis to that provided by the specialist professional manager, or indeed wishes to add additional information leading to a different recommendation.

Where competing recommendations are provided it is important that the reasons for difference in advice are clearly articulated in the report.

CIRCULATION OF ORDER PAPERS AND CLARIFICATION OF ISSUES

Order Papers will be circulated to members of a Board at least two clear working days before the Board meeting. Once the Order Paper has been prepared all items other than those on the Public Excluded part of the agenda are in the public domain.

Each report will identify the officer who has responsibility for the report and also the author. The Community Advocates are also known. Board members are encouraged to approach such appropriate staff prior to the meeting in instances where further information is requested or clarification sought as to the meaning of matters within the report.

In instances where significant additional information is provided by officers this information should be tabled at the Board meeting for all members and briefly introduced and explained by the officer in question. Officers will assist in clarifying matters covered in a report as much as possible, although additional analysis requiring significant resources will not normally be possible.

PRE-DISTRIBUTION CIRCULATION PROCESS AND INFORMAL AGENDA MEETING

The Board Chair and Community Advocate shall meet to review the draft Order Paper prior to it being finalised. Appropriate staff will also attend and the Deputy Chair is also encouraged to do so. The purposes of the meeting are to agree the agenda and to undertake a final quality check on the reports and identify any editing which may be helpful to clarify matters for the Board.

The final draft Order Paper and attachments should be circulated to the following interested parties prior to the meeting:

- The draft Order Paper and the accompanying reports are forwarded to the Chair and Deputy Chair at least one working day prior to this informal meeting.
- The Chair, Community Advocate and Community Secretary then meet, and go through the draft Order Paper and the reports. The authors of the reports only attend such meetings at the request of the Chair and/or the Community Advocate. The Deputy Chair has the right to attend this meeting.
- Any required corrections or amendments will be identified at the meeting with the Chair, to allow the Community Secretary to make the required changes prior to the printing and distribution of the Order Paper to Board members.

It is anticipated that the Principal Adviser and the Chair will normally agree on the items to be included on the Order Paper. In the event of disagreement, an item shall be included if considered appropriate by either the Chair or Community Advocate.

The Chair has the right and discretion to attach their own report to the agenda. This report will generally take the form of making recommendations on each item, supported by comments as considered appropriate. The Chair's report may take the form of either a single report on the front of the agenda, or an addition to each of the officer reports.

CRITERIA FOR LATE AND SUPPLEMENTARY ITEMS

The circulation of supplementary information, after the Order Paper has been circulated, is to be avoided wherever possible. However, on occasion significant further information becomes available subsequent to the Order Paper being distributed. In those instances, it is appropriate that supplementary material be presented to the decision-making body.

The substance and content of supplementary material should be such that it has the potential to alter the strength of argument for, or against, the primary Board report. If the supplementary material in fact *changes* the proposed recommendation, (either staff or Chair) it should not be presented as supplementary information but, rather, the item should be withdrawn from the agenda and resubmitted at a later date with more comprehensive support for the revised recommendation.

In order to justify its separate circulation as a supplementary item, the information should involve:

- Financial impact that changes the reported cost factors.
- Addition/withdrawal of support from a community group that will significantly impact the decision.
- The later discovery of a statutory requirement that requires/precludes certain action.
- Any other issue that, in the opinion of the below named approval authority, will significantly impact the Board's ability to reach a good decision.

Supplementary material will only be made available if approved by one of the following:

- Legal Services Manager
- Director (or Associate)
- City Manager
- Council Secretary - in the case of procedural or administrative matters
- Unit Manager – in the case of time not permitting approval by one of the above
- The Chair
- Community Advocate

In the event of authorised supplementary material being submitted to a Community Board meeting, every effort should be made to provide the material to Elected Members as quickly as possible, to avoid the need for the supplementary material to be laid on the table at the beginning of the meeting. The need for such close scrutiny of proposed supplementary material is to make sure that it cannot be held over to a later meeting, without adversely affecting the decision-making process.

Staff

Recommendation: That the Board consider providing feedback on the processes for community boards outlined above.

Chairperson's

Recommendation: For discussion.

18. REVIEW OF COMMITTEE STRUCTURE

Officer responsible Community Advocate	Author Gina Clarke 941-6615
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The purpose of this report is to provide the Board with an opportunity to review its current committee structure. The Board put its committees in place in November 2001, and agreed to review the committee arrangement in 2002. With the change in Councillor appointment to the Board due to take place in November, it is now considered appropriate to undertake this review for 2003.

HISTORICAL BACKGROUND

Prior to November 2001, the Board had not established standing committees. Instead, the Board had set up ad hoc committees and working parties to work through the details of issues. In the previous term, the Board established 18 of these informal committees, resulting at times in confusion over membership, payment, purpose, timeframes and power to act. Attendance at ad hoc committee meetings qualified for meeting allowance payments, while the more informal working parties were unpaid. Some of these committees and working parties were established for a short time, while others were in existence for over a year. These committees and working parties considered issues arising from topics such as green open space, cemeteries, early childhood education, out of school programmes, heritage awards and bus stops. On occasion, a working group set up for a particular task progressed a separate item without reviewing membership.

CURRENT COMMITTEE STRUCTURE

In November 2001 the Board established the three committees outlined below. All Board members may attend meetings of these committees, although only committee members have the ability to vote on committee decisions.

Community, Policy and Finance Committee

The Community Policy and Finance Committee's Terms of Reference are:

The consideration of issues relating to the Council's annual planning process, funding, consultation and communication, Out of School Programmes, allocation of Community Events and Special Days Fund, target groups such as children, youth and the elderly funding, community and social policies, community facilities and social initiatives.

Members of the CPF Committee are Linda Rutland (Chair), Bob Todd, Rod Cameron, David Cox, Erin Baker and Yani Johansen.

The table below sets out the dates on which the CPF Committee met, and the agenda items considered.

Meeting Date	Agenda Items
28 January	<ul style="list-style-type: none"> • Brookhaven and Linrose Retirement Village Bus Services • Other matters
18 February	<ul style="list-style-type: none"> • Youth Initiatives Facilitator's Report • Out of School Programme Report • Crèche's Operating Times • Funding of Phillipstown Festival • Other Funding decisions • Terms of reference
20 May	<ul style="list-style-type: none"> • Administration of funds of the former Woolston Park Amateur Swimming Club • Linwood Park and Redcliffs/Sumner Creche Update • Draft report of financial update for 30 June 2002 • Development of Board Criteria for Funding

17 July	<ul style="list-style-type: none"> • Linwood Park Update • Community Events and Special Days Fund – Administration Issues • Community Service Awards • Swimming Pool for Ferrymead
21 August	<ul style="list-style-type: none"> • Funding Criteria • Rose Historic Chapel Trust – Request for Funding for Promotional Brochure • Mt Pleasant Community Centre – Request for Funding for Building Maintenance Fund and Computer Programme Equipment • Linwood North School – Request for Funding for Edible Garden Project • Neighbourhood Support – Request for Funding for Coordinator • Community Awards – Partnership with Eastgate • Swimming Pool Facility in Ferrymead Ward

The table below sets out the Committee members' attendance at the CPF Committee meetings, and the total meeting allowance entitlements paid.

Meeting Date	Attendees	Cost
28 January	Erin Baker Rod Cameron David Cox John Freeman Yani Johanson Linda Rutland Bob Todd	
18 February	Rod Cameron David Cox Yani Johanson Linda Rutland Bob Todd	
20 May	Erin Baker Rod Cameron David Cox Linda Rutland Bob Todd	
17 July	Rod Cameron David Cox Yani Johanson Linda Rutland Bob Todd	
21 August	Rod Cameron David Cox Yani Johanson Linda Rutland Bob Todd	
		\$4,185

Works and Traffic Committee

The Works and Traffic Committee's Terms of Reference are:

The consideration of traffic and city streets issues and bus stops. The consideration of Local Area Traffic Management Schemes, and Neighbourhood Improvement Plans agreed in previous years to ascertain progress on implementation.

Members of the W&T Committee are David Cox (Chair), Bob Todd, Rod Cameron and John Freeman.

The table below sets out the dates on which the W&T Committee met, and the agenda items considered.

Meeting Date	Agenda Items
28 January	<ul style="list-style-type: none"> • Buckleys Road/Kerrs Road Traffic Signals: Pedestrian Crossing Extension • Buckleys Road At Eastgate Mall: Pedestrian Traffic Signals • General Business
11 February	<ul style="list-style-type: none"> • Muritai Terrace Footpath
30 April	<ul style="list-style-type: none"> • Bus Shelter At 402 Ferry Road • Bus Stop On Linwood Avenue
12 June	<ul style="list-style-type: none"> • Linwood Avenue/Gloucesterc Street Intersection Proposed Relocation Of Trees • Linwood Avenue/Gloucesterc Street Intersection Traffic Signal Proposal
23 July	<ul style="list-style-type: none"> • 33 Woolston Bus Service • Application for Carpark On Scarborough Road

The table below sets out the Committee members' attendance at the W&T Committee meetings, and the total meeting allowance entitlements paid.

Meeting Date	Attendees	Cost
28 January 2002	Rod Cameron David Cox John Freeman Bob Todd	
11 February 2002	Rod Cameron David Cox Bob Todd	
30 April 2002	Rod Cameron David Cox John Freeman Bob Todd	
12 June 2002	Rod Cameron John Freeman Bob Todd	
23 July 2002	Rod Cameron David Cox John Freeman Bob Todd	
		\$2,790

Environment Committee

The Environment Committee's Terms of Reference are:

The consideration of all matters relating to green space issues, parks and waterways, cemeteries, issues relating to the estuary, rivers, Living Streets and bylaws.

Members of the Environment Committee are Yani Johansen (Chair), Linda Rutland, John Freeman and Bob Todd.

The table below sets out the dates on which the Environment Committee met and the agenda items considered.

Meeting Date	Agenda Items
14 May	<ul style="list-style-type: none"> • Election of Chairperson • Formulate submission on behalf of Hagley/Ferrymead Community Board on Environment Canterbury "Looking Ahead 2002-2011"
23 July	<ul style="list-style-type: none"> • Northern Pegasus Bay Coast Vehicle Access Strategy • Nicholson Park & Reserve Classification

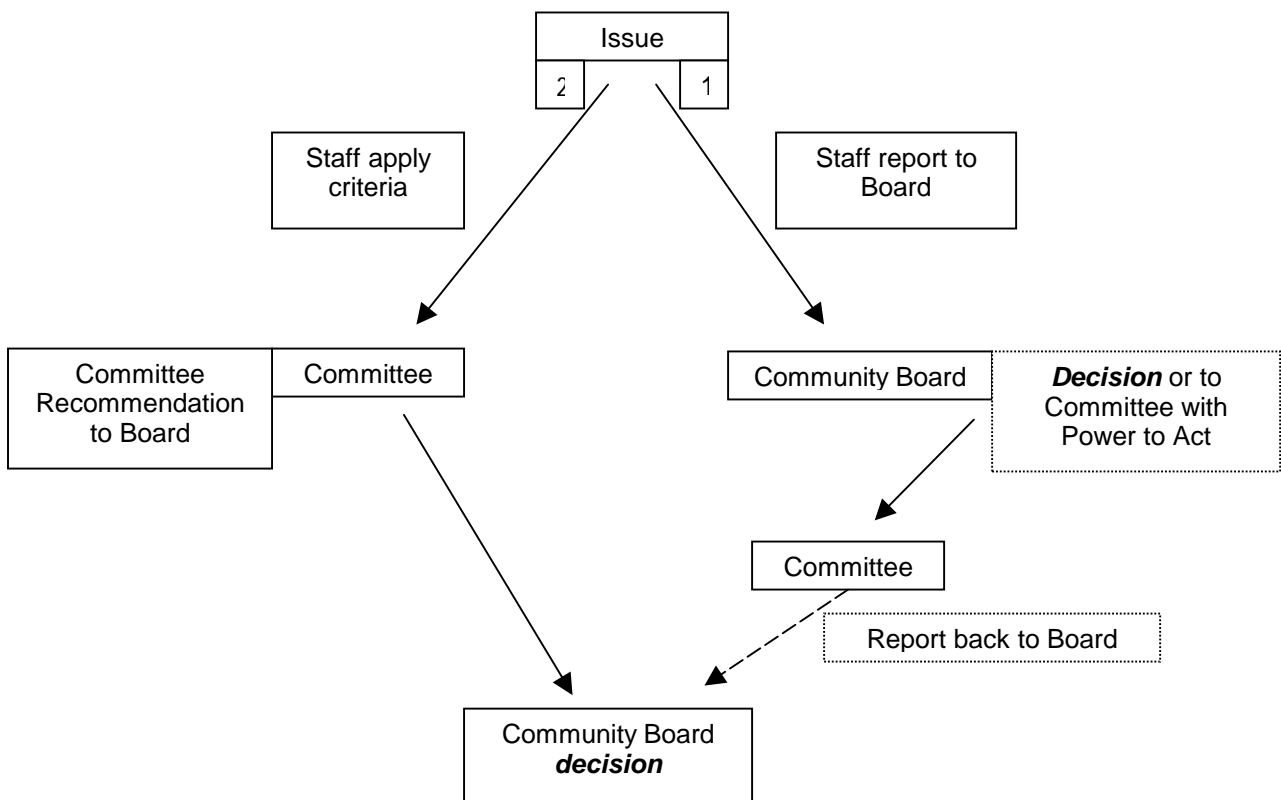
The table below sets out the Committee members' attendance at the Environment Committee meetings, and the total meeting allowance entitlements paid.

Meeting Date	Attendees	Cost
14 May	John Freeman Yani Johanson Linda Rutland Bob Todd	
23 July	John Freeman Yani Johanson Linda Rutland Bob Todd	
		\$1,240

COMMITTEE PROCESS AND DECISION-MAKING

Committee meetings are only scheduled when they are required, however a schedule of possible meeting times is created for the year. Issues are referred to a committee by the two methods outlined below. These methods have been confirmed as appropriate by Peter Mitchell, Legal Services Manager.

- 1 An issue is raised at a board meeting and referred to a committee. If the Board gives power to act to the committee, the decision is made by the committee and reported back to the next Board meeting.
- 2 An issue is identified by staff and referred to a committee. The committee then makes a recommendation to the Community Board for decision.



Not every issue goes to a committee. Committees are intended to provide the opportunity for dialogue on issues that might take up a considerable amount of Board meeting time. They also allow for more Board member community interaction and site visits.

Unless the Board has given a committee power to act on a specific matter, the decision is made by the Board following a report from a committee.

The Chairperson is elected by committee members at the inaugural meeting of the committee.

FEEDBACK ON CURRENT COMMITTEE STRUCTURE

The following feedback in favour of the committee structure has been received:

1. Improved communication between Board members and staff.
2. Improved skills development (especially for Board members in chairing committees and gaining confidence).
3. Assists with Board meeting process, especially in clarifying difficult matters and getting extra work done before Board meetings.
4. Provides less formal forum for information and discussion.
5. Works better than previous adhoc committee and working party system, which was confusing and difficult to administer.

The following less favourable feedback has also been received:

1. While intended to provide the opportunity for dialogue on issues that might take up a considerable amount of Board meeting time, the committees do not always result in lessened dialogue at Board meetings. Instead, committee meeting agenda items are sometimes revisited in full at Board meetings by members not in attendance at committee meetings.
2. The committee structure, at times, places great demands on staff administration time, especially in weeks when the three committees meet. The benefit gained from the committees should be commensurate with the resources used.
3. Confusion exists over whether to direct items to the Environment or the Works and Traffic Committee. Given the direction towards Living Streets and Neighbourhood Improvement Plans, all streets matters could be viewed in a wider environmental context, not purely "traffic".

POSSIBLE OPTIONS FOR 2003

The Board may like to consider the following alternative options for 2003:

1. Continue the committee structure and process in its current form.
2. Continue the committee structure and process in its current form, while revisiting membership.
3. Continue the committee structure and process in its current form but merge the Works and Traffic Committee and Environment Committee into one committee with combined Terms of Reference, as the issues considered by these committees often fall within both committees' Terms of Reference. (Membership could also be revisited in this context.)

It is not recommended that the Board consider reverting to the previous adhoc committee and working party system because of the historical confusion over membership, meeting allowances, purpose, timeframes and power to act.

Staff

- Recommendation:**
1. That the Board resolve the constitution of its committees (that is, the committee structure and Terms of Reference) to take effect from 2003.
 2. That the Board resolve to finalise membership of each of its committees following the change of Councillor appointment to the Board in November.
 3. That the Board determine the scheduled dates and times for its committees to meet in 2003 (when required), following the change of Councillor appointment to the Board in November.

Chairperson's

Recommendation: That the recommendations be adopted.

19. REVIEW OF SEMINAR MEETING STRUCTURE

Officer responsible Community Advocate	Author Gina Clarke DDI 941-6615
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The purpose of this report is to provide the Board with an opportunity to confirm its current seminar meeting structure and consider creating a structure for informal briefing sessions.

CURRENT SEMINAR MEETING STRUCTURE

The Board currently meets on the 3rd Thursday of each month in a seminar format. The advocacy team plans these seminar sessions, and develops community themes and training themes that are of particular relevance to the Board.

It is recommended that this format be continued in 2003, and that seminars for the year continue to be approached in a strategic way with input from the Board.

POSSIBLE STRUCTURE FOR INFORMAL BRIEFINGS

Board members also attend a variety of informal briefings outside the usual Board seminar meeting times. In recent months, briefing topics have included City Plan process/variations, the Air Chapter of the proposed Canterbury Regional Resources Plan and Central City Mayoral Forum issues.

The Board may wish to consider scheduling a day and time each month for these informal briefings to be held, as required. It is suggested that the 2nd Wednesday of each month at 4.00pm may be an appropriate day and time for these briefings. These briefings would only be held when required, and some months relevant briefing topics may not be raised. A meeting allowance would not be payable.

It is suggested that topics for these informal briefing sessions could continue to be raised by staff or agreed at Board meetings.

Staff

- Recommendation:**
- 1 That the Board resolve to continue to hold seminar meetings on the 3rd Thursday of each month from February 2003.
 - 2 That the Board consider setting aside a monthly time for briefing/training sessions as required.

Chairperson's

Recommendation: That the recommendations be adopted.

20. COMMUNITY ADVOCATE'S UPDATE

20.1 Discretionary Fund Update

The attached schedule shows the Board's discretionary fund allocations to date since 1 July 2002. A total of \$22,170 remains available for allocation.

20.2 Community Events and Special Days Fund Update

The attached schedule shows the Board's community events and special days fund guidelines and allocations to date since 1 July 2002. The Friends of Edmonds Factory Garden Inc have applied for \$200 from this fund to sponsor their annual Heritage Week Event, which was held on Sunday, October 20. The Friends have been advised that the community events and special days funding allocation guidelines include provision for funding this event, and the Board needs to confirm its approval of this allocation.

Staff

Recommendation: That the Board approve the allocation of \$200 from its community events and special days fund to the Friends for their Heritage Week musical afternoon.

20.3 Community Response Fund Update

The attached schedule shows the Board's Community Response Fund allocations to date since 1 July 2002.

20.4 Barnett Park – Installation of Vehicular Gate

Residents have recently raised concerns about vehicles in the Barnett Park car park doing "wheelies" in the early hours of the morning. In response to these concerns, a programme of consultation has been undertaken with park users and the immediate community.

It is proposed to install a vehicular gate on the driveway approximately two car lengths in from the main road entrance. This is a method used in many city parks and foreshore parking areas. A security company would be engaged to close the gate at dusk and reopen at approximately 7.00am daily. Keys would be issued to user groups, so that their legitimate activities would not be compromised.

Without exception, all responses have endorsed the proposal to install the vehicular gate, many suggesting "it should have been done years ago."

20.5 Phillipstown Community Centre Annual Report

Claire Milne, Community Worker/Co-ordinator at Phillipstown Community Centre has submitted the Centre's Annual Report to June 2002. A copy of this report has been circulated separately to Board members.

20.6 170 Fitzgerald Avenue – Future Property Options

The Council owned property at 170 Fitzgerald Avenue is being released from its present operational use. (It is currently used as a pumping station and well.) The site includes a 1934, 2 level, 4 bedroom, weatherboard house. The Council is considering future options for the property. The Hagley/Ferrymead Advocacy Team has already received expressions of interest from the Schizophrenia Fellowship (for use by field workers and as a support meeting place), and the Latimer Community Housing Trust (for use as bedsit accommodation with an organic garden on the grounds). The local Indian community is also interested in the property. The Board may wish to consider supporting these expressions of interest. A memorandum outlining the property and the process for registering expressions of interest has been circulated separately to Board members.

20.7 L.Y.F.E. (Linwood Youth Festival Experience)

This year's L.Y.F.E will be held in Linwood Park on Sunday, 3 November (if wet, postponed to Sunday, 10 November). An extensive line up of music, food, community stalls, activities and entertainment has been organised. A Council – Leisure marquee will be on site for information and consultation regarding enhancing Linwood Park.

20.8 Report of Meeting of Working Party Administering Funds of the Former Woolston Park Amateur Swimming Club held on 11 October 2002

In July 2001 the Board agreed to administer the funds of the former Woolston Park Amateur Swimming Club (the "Club"), and set up a working party for this purpose. The funds received from the Club total approximately \$28,000. The working party members are a representative of Aqua Gym (Brett Naylor), a representative of the Club (Joan Moore), a representative of the Woolston Community Pool Committee (Ailsa Burnip), Bob Todd and Erin Baker.

The working party met on Friday 11 October at the Linwood Service Centre. Bob Todd, Joan Moore and Ailsa Burnip were present, and apologies were received from Erin Baker and Brett Naylor. Diana Saxton (Community Recreation Advisor), Gina Clarke (Community Secretary) and Margaret Stuart (Club member) were in attendance.

The working party discussed the Club's wishes, including the instruction that \$1000 be paid annually to the Woolston Park Pool Committee for as long as the pool remains operational and money remains in the fund, and that the rest of the fund be used to benefit promising swimmers.

The working party agreed that Diana Saxton would research appropriate options for administering the fund and report back to the working party at a later date.

20.9 Report of Linwood Traffic Management Meeting held on 11 October 2002

A meeting with members of local residents' groups to discuss traffic management in the Linwood area was held on 11 October. Brian Neill (Traffic Engineer), Peter Atkinson (Transport Planner) and Stephen Matheson (Unit Manager) attended from the City Streets Unit and presented an overview of traffic flows, road hierarchies and general traffic management in the area. Residents' concerns centred on the Worcester Street/Linwood Avenue intersection, and there was general consensus amongst the residents present that this intersection should be opened up and traffic lights or a roundabout installed. City Streets agreed to report to the Board on options and costings for it to make submissions to the 2003 Annual Plan process. Stephen Matheson emphasised that the Sustainable Transport and Utilities Committee would make any decision on the intersection.

20.10 Report of City Plan Process/Variations Briefing held on 16 October 2002

A briefing for the Board on the City Plan process and Plan variations was held on 16 October. David Mountfort (Team Leader – City Plan), Sean Elvines (Senior Planner) and Sue Wells (Chair of Regulatory and Consents Committee) attended and gave an overview of the history of the Plan, the inability to make the Plan operative until the references before the Environment Court are determined, and Council's decision not to allow any further variations to the Plan unless exceptional circumstances exist.

Rezoning the Maltworks site in Heathcote was discussed, and Sue Wells explained that the Council has offered to meet with local residents to discuss the Plan process and the reasons why a variation will not be granted.

The size and quantity of signage at the Ferrymead end of Ferry Road was also discussed, with Linda Rutland emphasising community concerns about the signage. The City Plan Team agreed to carry out an audit of the signs in that area.

It was suggested that the Board should address planning concerns to the City Plan Team in the first instance to ensure that concerns are communicated and enforcement is carried out.

20.11 Report of Seminar Meeting held on 17 October 2002

A Board seminar was held on 17 October.

ECan Briefing on Passenger Transport

Matthew Noon (Operations Planner) attended from ECan and gave an overview of ECan's Passenger Transport System. Matthew emphasised the rising number of bus users, and that ECan is significantly ahead of the targets set in its 1998 public transport strategy. A smart card ticketing process is about to be implemented, and 400 new bus shelters will be introduced in Christchurch in the next two years.

Matthew also stated that ECan was looking at extending evening services into Bromley in March/April 2003.

City Streets Unit Project Management and Consultation Management Processes

Alix Newman (Capital Programme Team Leader) attended and presented the proposed City Streets project management and consultation management processes to the Board. The processes are aimed at managing a capital budget item from start to finish and delivering the desired result on schedule. The Board has the opportunity to be involved at various stages of the process, for example, when the project is initiated, when consultation is planned, when the project objectives are identified and when consultation is carried out. The Board has discretion to determine where it wants to be involved in the process.

Kerb and Channel Renewal Programme – Community Board Consultation on Prioritisation Policy

Ken Stevenson (Asset Management Team Leader) attended and presented the Council's kerb and channel renewal prioritisation process. Community Boards can change their kerb and channel renewal priorities within the five-year programme, although this reprioritising does not allow new projects to be introduced. Ken gave an overview of the Council's "Kerb and Channel Assessment Form" and asked for Board members' feedback on the current weightings given to factors such as carriageway condition, traffic hierarchy/volumes, proximity to schools and proximity to businesses. Linda Rutland suggested that existing shoulder crossfalls should be given a higher rating, and there was general consensus that the current weighting in favour of high volume roads over residential streets should be reviewed.

20.12 Report of Leisure Facility Meeting held on 18 October 2002

A meeting with local MPs and representatives of local schools to discuss the need for a leisure facility in the Ferrymead ward was held on 18 October. Graham Condon (Chair of the Community and Leisure Committee) and Peter Walls (Assets and Business Advisor – Leisure Unit) attended.

There was general consensus that the need for a leisure facility in Ferrymead is clearly identified, and that a facility would help address health and youth issues. The meeting agreed that a working party comprising of Bob Todd (Chair of the Hagley/Ferrymead Community Board), Linda Rutland (Deputy Chair of the Hagley/Ferrymead Community Board), Rod Donald MP, Rob Burrough (Principal – Linwood College), Nola O'Connell (Deputy Principal – Woolston School) and Diana Saxton (Hagley/Ferrymead Community Recreation Advisor) be set up, and that representatives of this working party request a deputation to the next meeting of the Pools and Stadia Subcommittee. This meeting is scheduled for 4 November, with the time to be advised.

The meeting also discussed the need for leisure facilities in other parts of Christchurch, and that the Riccarton/Wigram, Shirley/Papanui and Hagley/Ferrymead Community Boards should present a unified approach to the Council for more resources for leisure facilities. Bob Todd suggested that this combined approach be an agenda item at the next Community Board Chairs and Advocates meeting.

Chairperson's

Recommendation: That the reports be received and Jude Pani thanked for her update.

30. 10. 2002

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21. RESOLUTION TO EXCLUDE THE PUBLIC

Attached.