



Christchurch City Council

SHIRLEY/PAPANUI COMMUNITY BOARD AGENDA

WEDNESDAY 6 JULY 2005

AT 4.00PM

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

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

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1. APOLOGIES

2. CONFIRMATION OF MEETING REPORTS – 15 JUNE 2005

The report of the ordinary meeting (including the public excluded section) of the Board meeting held on 15 June 2005 has been previously circulated.

CHAIRPERSON'S RECOMMENDATION

That the report of the ordinary meeting (including the public excluded section) of the Board held on 15 June 2005 be confirmed.

3. DEPUTATIONS BY APPOINTMENT

3.1 Mary Scales

Mary Scales a resident of 27 Gambia Street, Papanui will be in attendance at 4.00pm to speak to the Board about housing concerns.

3.2 Tony Smoor, E'ventz NZ Ltd

Tony Smoor of E'ventz NZ Ltd will be in attendance at 4.30pm to speak to the Board about events to be held at the Roto Kohatu Reserve.

4. PROPOSED POLICY FOR THE GRANTING OF LICENCES TO COMMERCIAL RECREATION PROVIDERS WISHING TO OPERATE UPON COUNCIL OWNED OR ADMINISTERED PARK AND RESERVE LAND

General Manager responsible:	General Manager City Environment
Officer responsible:	Acting Greenspace Manager
Author:	John Allen, Policy & Leasing Administrator, Greenspace Unit, DDI 941-8699 Tony Hallams, Policy & Leasing Officer, Greenspace Unit, DDI 941-8320

PURPOSE OF REPORT

1. The purpose of this report is to enable the Board to comment on the proposed **attached** policy, for the licensing of commercial recreation providers, who wish to operate regularly on Council owned or administered park and reserve land. These comments will be included in a final report which will be placed before Council to adopt the **attached** draft policy, as Council policy. This policy does not apply to the occasional one off events, which may be organised by a commercial recreation provider, these applications being processed by the Community and Recreation Unit. A commercial recreation provider as identified in this report is a person, company or organisation (including an educational institution), who provides a recreational opportunity for the public to partake of for which a specific payment is made to cover costs, including wages or profit. Organisations with paid instructors, who are instructing people in a recreational pursuit, as part of a formal program are included in this definition. This report is being placed before the City's Community Boards for comment, prior to being considered for adoption by Council.
2. The Council's objective behind the proposed policy is to ensure that the recreational resource is protected for future generations to enjoy, and that private individuals are still able to use the resource, while at the same time providing the maximum opportunity for commercial recreation providers to provide the recreation added value component to the park or reserve for the general public using the reserve, at no cost to the Council.

4. Cont'd

Benefits For Licensees

3. The benefits for commercial recreation providers who have a licence to operate their business on Council owned, or administered park or reserve land are as follows:

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4. Cont'd

10. Officers are recommending that the proposed Policy For The Granting Of Concessions To Operators Undertaking Commercial Activities On Council Owned Or Administered Park And Reserve Land as set out at the end of this report be adopted as Council Policy.
11. Officers are recommending that where the Acts of Parliament allow, Council delegates its responsibilities for administering the proposed policy once adopted by Council to the Greenspace Manager.

FINANCIAL AND LEGAL CONSIDERATIONS

12. The Council is legally able, under Sections 54(1)(d), 56(1)(b), 58A(1), 59A and 61 of the Reserves Act 1977, and under the powers of general competency as provided for in Section of the Local Government Act 2002, to issue licences to commercial recreation providers. Commercial recreation providers undertaking their business activities on Council owned or administered land, without authorisation, are in breach of occupation law and may expose Council to risk. The conditions for granting a licence vary depending on the class of reserve involved.

(a) **Recreation Reserves as set out in section 54 of the Reserves Act 1977**

A licence can be granted for the use of a recreation reserve by a business if the licence is necessary to enable the public to obtain the benefit and enjoyment of the reserve or for the convenience of persons using the reserve. The Minister of Conservation (the Minister) must consent to the licence unless the reserve is vested in the Council to administer and the proposal is contained within the reserve's approved management plan.

Public notice as specified in section 119 of the Reserves Act 1977, must be given prior to the granting of the licence. However, this is not necessary where the proposal is contained in the approved management plan or where a resource consent has been obtained.

(b) **Scenic Reserves as set out in section 56 of the Reserves Act 1977**

It is possible to grant a licence for the use of a scenic reserve by a business if the licence is necessary to enable the public to obtain the benefit and enjoyment of the reserve or for the convenience of persons using the reserve. The Minister must consent to the licence. Public notice must be given prior to the granting of the licence, this can be avoided where the proposal is contained within the approved management plan for the reserve, or if a resource consent has been obtained.

(c) **Historic Reserves as set out in section 58A of the Reserves Act 1977**

It is possible to grant a licence for the use of a historic reserve by a business with the consent of the Minister. Public Notice must be given prior to granting the licence, this can be avoided where the proposal is contained in the approved management plan, or if a resource consent has been obtained.

(d) **Local Purpose Reserves as set out in section 61 of the Reserves Act 1977**

The Council may grant a licence for the use of a local purpose reserve by a business if this is necessary or desirable for the proper and beneficial management, control and use of the reserve for the purpose specified in its classification. No public notice, or the Ministers consent is required, prior to granting a licence under this section of the Act.

The Act makes no provision for licensing a business to use a nature or scientific reserve. The Council however owns or manages very few of these types of reserve.

4. Cont'd

Under section 59A of the Reserves Act 1977 the Minister is granted powers to grant a concession for the use of a reserve.

Section 94 of the Reserves Act 1977 provides that it is an offence to carry on within any reserve vested in an administering body any trade, business, or occupation without authorisation obtained from the Minister of Conservation or the administering body, as the case may require.

13. There are currently a number of commercial operators who use Council owned or administered land without formal agreements in place. Their activities include mountain bike rides, parapentes, paragliders, rock climbs, horse treks and other recreational pursuits. Officers are aware of only four such organisations that do have the required agreements in place. The only other legalised commercial recreation activity occurring on parks are the single one-off events, which are required to be booked through the Call Centre, or the Major Events Co-ordinator. A fee is charged for this type of event.
14. Some commercial recreation providers may require resource consent to operate their businesses in certain areas of the city, as defined in the City Plan. Officers are of the view that Council consent for business activities on Council controlled land should be obtained, prior to the applicant applying for Resource Consent, if required by the City Plan.
15. Some coastal land and some of the Port Hill Reserves (including the Summit Road Scenic Reserves) are not vested in the Council. In these cases a concession may be issued by the Department of Conservation (usually done in consultation with the Council). The processing fees are paid directly to the Department of Conservation. Where the Council has a management role under the Reserves Act (ie where the Council is appointed to control and manage such land), then subsequent licence payments will be paid to the Council.
16. In the case of the foreshore, the Council will need to take into account the requirements of The Coastal Regional Plan that is governed by Environment Canterbury. The foreshore below mean high water springs is within the coastal marine area, covered by the plan.
17. It is also necessary for all applications to be assessed against the requirements of the Reserves Act 1977, the management plan for the park or reserve if there is one, City Plan requirements, other pertinent bylaws, and Acts of Parliament where appropriate eg Summit Road Protection Act. Where no management plan exists, the application needs to be assessed for alignment to the vision, purpose, and management objectives for the park or reserve. The recreational experience should also be aligned with the Council's goals and objectives.
18. Officers require all businesses operating on Council owned or controlled land to have a minimum of \$1,000,000 public liability insurance to protect themselves against claims from a third party in relation to damage to the third party's property, caused by the businesses' activities on Council land. The Council also requires businesses operating on Council owned or controlled land to indemnify the Council against any actions and suits that may be taken against the Council because of the businesses' activities on the land.
19. A number of commercial recreation providers' activities take place in rural fire districts, which are prone to being high fire risk areas in the summer, for example Bottle Lake Forest Park and the Port Hill Reserves. It is prudent that commercial operators operating in these areas have insurance to protect themselves against claims made against them under the Forest & Rural Fires Act 1977, should their activities start a fire. It is not uncommon for the cost of controlling and extinguishing a fire in these areas to cost more than \$100,000. If the licensing policy is adopted, it will be a requirement of commercial recreation providers, operating in these areas, to have a minimum of \$250,000 rural fire insurance, which some insurance companies provide as an extension to their companies' public liability policy. This amount could be increased to \$500,000 if deemed appropriate by the Principal Rural Fire Officer.

4. Cont'd

20. The Council also has responsibilities under the Health & Safety in Employment Act as the owner of the land, and with it being a work place. To discharge its obligations, it would generally need as a minimum to ensure that any operator has a Health & Safety Management Plan. Applicants will be required to include an externally audited Health & Safety in Employment Plan, when they make application for a licence.
21. Schedule 7, Part 1, Section 32 of the Local Government Act 2002 allows the Council to delegate any of its responsibilities to an officer of the Council unless it is expressly stated otherwise in any other Act. Sections 54(1)(d), 56(1)(b), 58A(1), 59A and 61 of the Reserves Act 1977 are silent on the delegation matter, and therefore Council is able to delegate these responsibilities to an officer of Council. Council Officers are therefore recommending that responsibility for administering the policy once adopted by Council, where an application received should be processed in accordance with the policy to the Greenspace Manager.

STAFF RECOMMENDATIONS

It is recommended the Board recommends to Council:

1. Approve the proposed Policy For The Granting of Licences to Commercial Recreation Providers Wishing to Operate on Council Owned or Administered Park and Reserve Land, as set out in the attached policy.
2. Where the Acts of Parliament allow, Council delegates its responsibilities for administering the proposed policy once adopted by Council to the Greenspace Manager.

CHAIRPERSON'S RECOMMENDATION

That the staff recommendations be adopted.

4. Cont'd

BACKGROUND ON PROPOSED POLICY FOR THE GRANTING OF LICENCES TO COMMERCIAL RECREATION PROVIDERS WISHING TO OPERATE UPON COUNCIL OWNED OR ADMINISTERED PARK AND RESERVE LAND

22. The Council's past approach, when dealing with a commercial recreation provider's request or application, was to take into account the benefits to the general public, while trying to balance the effects of the proposed activity on the environment, and other park users. In the past a number of commercial recreation providers operated under informal arrangements discussed with Council officers. Although these discussions and arrangements took place while the business was gradually evolving, a formal arrangement should have been put in place once the business became viable and established. On the other hand, there were some instances where Council officers have not been consulted at all by a commercial recreation provider who has been operating on Council owned or controlled land. If the land is held under the Reserves Act 1977, these unknown Commercial Recreation Providers are committing an offence under section 94 of the Reserves Act 1977.
23. The Council has in the past allowed commercial recreation providers to operate for a trial period on Council owned or administered park and reserve land, for the following reasons.
 - (a) Where the impact of the proposed activities on the park and/or reserve are difficult to assess. The terms of the temporary licence granted to the commercial recreation provider will allow the Council to place conditions on the activity during the trial period as the impacts of the activity become better understood, and the necessary mitigation requirements are identified.
 - (b) Where the returns from a new business venture that requires a significant capital investment are difficult to assess.
24. The trial period allows for a detailed evaluation and assessment of the operation to be undertaken at the end of the period, enabling further conditions to be placed upon the operation to mitigate any adverse effects of the operation upon the environment, and to assess the future viability of the operation, before committing to a full licence.
25. During the last few years, the use of Council parks and reserves by commercial recreation providers has increased, partly because many ventures that were previously run as amateur non- profit making activities have evolved into commercial businesses as individuals have sought to make a livelihood out of their interest. A number of the areas used, such as Bottle Lake Forest Park (mountain bike activities), and the Port Hills (paragliding, parapenting, hang gliding, rock climbing), are under pressure from competing commercial operators. Officers are of the view that this competition at certain sites has reached a stage where ordinary public use is sometimes being jeopardised. Officers are therefore recommending that the Council adopt the draft policy as set out later in this report as Council Policy thereby ensuring:
 - (a) That the recreation experience, which is derived from the activity, is what the participants should reasonably expect.
 - (b) That there is the ability to manage activities to minimize conflict with other users and access to the area is protected for members of the general public who wish to use these areas at the same time.
 - (c) That the natural resource that the recreation is taking place upon is protected for future generations to enjoy.
 - (d) That the commercial recreation experience being promoted is aligned to the vision, purpose, and management objectives for the park, or reserve, and Council.
 - (e) To ensure that health, safety, and other legislative requirements have been properly addressed by the commercial recreation provider, before the recreation experience is delivered.

4. Cont'd

Present Situation

26. The main areas being used for commercial recreational activities are Regional Parks, more specifically Bottle Lake Forest Park, The Groynes, and the Port Hill Reserves, although there are some commercial recreation providers operating in urban parks, for example South Brighton Domain, Hagley Park, and on the Foreshore.
27. Examples of some of the issues, which have given rise to the necessity for such a licensing policy, are outlined below:
 - (a) The Council has recently received complaints about the activities of wind powered vehicles (land yachts) using the South Brighton foreshore. The complaints focus on the danger that the use of these land yachts, which speed along the beach, pose to other beach users. This activity raises issues of public safety, which need to be addressed.
 - (b) A number of bolts have been fixed in the past into the rock faces in the same area of particular climbs on the rocky outcrops on the Port Hills. If this practice is left unchecked it will result in the degradation of the rock faces. The problem has arisen from the fact that it is a cardinal rule that climbers should not use someone else's bolt, unless they are sure that it is safe, hence the possible proliferation of bolts in the same area. No bolting or removal of existing bolts should be undertaken without the permission of the Port Hills Area Head Ranger first being obtained.
 - (c) Recently, three commercial mountain bike operators applied to hold night races on the same night in Bottle Lake Forest Park. Officers viewed this with concern because, in their opinion, only one such race should be held at one time during the night, for safety reasons.
 - (d) During recent investigations, it was found the one unlicensed parapenting operator had no public liability insurance. All commercial recreation providers need to have adequate public liability insurance. In this particular case, the issue has been addressed.
 - (e) Recently a temporary sign, measuring 6x1 metres in size, was placed near the top of Evans Pass Road, advertising that the owner, a parapenting operator, was operating about one kilometre down Godley Head Road. This sign did not comply with City Plan requirements.
 - (f) Some of the areas where commercial recreation activities take place are also home to rare indigenous plants, for example on the rocky outcrops of the Port Hills. These sites need to be assessed by the Council Botanist to ensure that any significant indigenous plant groupings are protected, before any licences are issued for activities in these areas.
 - (g) Enquires have been received in the past to operate a motorised skateboard concession and an off road cross-country vehicle in Bottle Lake Plantation and on the Port Hills. As a general policy, these types of motorised activities should be limited to areas specially set aside for this purpose, for example Ruapuna Park, and Maryland's Reserve. The reason for this requirement is because of the effect of the noise on other park users, the increased maintenance requirement to maintain the parks infrastructure, and the increased fire danger associated with these types of vehicles. ECan also have endowment and vested land, some of which may be more suitable for this type of activity.
28. Council officers are strongly of the view that it is necessary for Council to take a pro-active stance when dealing with existing and intending concessionaires, to ensure that the recreation resources are protected for future generations to enjoy. Recently, officers of the Greenspace Unit wrote to all known commercial operators informing them that they will be required to enter into licences with the Council to undertake their activities on Council owned and controlled land. It was also indicated to them that they would need to have adequate public liability insurance and a health and safety plan in place for their activities.

4. Cont'd

29. The Council may need in some cases to reduce the intensity of use or control activities of a number of commercial providers using a particular park or reserve, to ensure that those licensed commercial recreation providers are able to provide a quality experience to the community, while at the same time ensuring that the right of the general public to recreate upon these areas is maintained, and that the recreational resource is protected. This can be achieved by the Council limiting commercial operations upon a particular site, by tendering out, balloting, or extending the period of existing licences for permitted commercial activities on identified parks or reserves that are subject to a high intensity of use. Areas of high use can be identified by perusal of the Community and Recreation, and Greenspace Customer Service Centre booking records, Park Ranger Service surveys, and other monitoring strategies.
- (a) Where a tendering process is used, the successful tenderer will be chosen using the following criteria using the weighted attribute system of selection:
- (i) The tenderer's experience in the activity being offering to the customer.
 - (ii) The quality of the service that the tenderer is prepared to provide to the customer.
 - (iii) Measures the tenderer is prepared to take to minimise the activity's effect on the environment
 - (iv) That the commercial recreation experience being promoted, is aligned to the vision, purpose, and management objectives for the park, or reserve.
 - (v) The tenderer's monetary offer made to the Council to undertake the activity upon Council owned or controlled land.
- (b) It is envisioned that the successful tenderer would be issued with a licence for a finite period after pre-payment of a processing fee and annual licensing fee. Officers consider a licence term of between three and five years would be appropriate, this being dependent upon the site applied for and the amount of capital investment required by the applicant to set up their particular business.

Delegation

30. The philosophy behind the proposed policy, is to ensure that the recreational resource is protected for future generations to enjoy, while providing the maximum opportunity for commercial recreation providers to provide the recreation added value component to the general public using the reserve, at no cost to the Council. A licence does not confer an exclusive right to the land, as a lease does. Where the Acts of Parliament allow, officers are recommending that Council delegate its responsibilities for administering the proposed policy once adopted by Council to the Greenspace Manager.

Consultation Procedure

31. The public, (using advertisements placed in the public notices column of the newspapers), existing known commercial recreation providers, all lessees who lease Council owned or administered park and reserve land, Canterbury Chamber of Commerce, Summit Road Society, and Summit Road Protection Authority, have been invited to comment on the draft policy for the granting of licences to commercial recreation providers, who wish to operate on Council owned or administered park and/or reserve land, during the month of October last year. Thirty six submissions were received to this process, 12 from Council staff, 6 from commercial recreation providers, 11 from sports clubs, 3 from professional organisations, and 4 from the general public. Where appropriate, the proposed policy has been altered to take into account their suggestions. The main suggestions not included in the proposed policy are elaborated upon below.
- (a) It was suggested by two submitters that a bond be required from commercial recreation providers, to cover the cost of rectifying any adverse effects that the commercial recreation activity may have on the environment, which were not envisaged when the activity was approved, or resulting from the commercial recreation provider not complying with the conditions of their licence.

4. Cont'd

Officers did consider this issue, believing it better to include a trial licence period where the effects upon the environment of the proposed activity are not easily ascertained. During this trial period alterations to the licence will be able to be made at any time by the Council to mitigate the activities' effects upon the environment. It is also proposed in the policy to delegate to the Greenspace Manager the right to limit, or shift a commercial activity from one site to another site, if in their opinion the activity is causing damage to the environment, infrastructure of the park or reserve, or affecting the general public's rights to use an area. Where a commercial recreation provider has breached the conditions of their licence, the Council will have the right to withdraw the licence, should it decide to do so.

- (b) Four submitters, some of whom operate under a charitable trust deed, argue that they make little or no profit from their activities and therefore should not have to pay a licence fee.

This situation however, does not provide commercial equity with another entity that is trying to run a business providing the same or similar activities because this entity will be at a cost disadvantage. The reality of the situation is that the Council is legally able under the Reserves Act 1977, and under the powers of general competency of the Local Government Act 2002, to licence commercial operators where the service that is being provided is being paid for by the client. Commercial recreation providers undertaking their business activities on Council owned or administered land, without authorisation are in breach of occupation law and may expose Council to risk. In fact section 94 of the Reserves Act 1977 expressly provides that it is an offence to carry on within any reserve vested in an administering body any trade, business, or occupation without authorisation first being obtained from the Minister of Conservation or the administering body, as the case may require.

There is a need for the Council to satisfy itself that all commercial recreation providers, operating on Council owned or managed land, where the clients are paying a fee for the service provided, have the appropriate insurances, health and safety plans in place, and that they have the appropriate experience and qualifications to ensure that their customers receive a good value experience. There is also the need for the Council to adequately balance the use of the resource by commercial recreation providers, which includes profit, and non profit motivated organisations, and educational institutions, with the rights of the general public to use the resource. There is also an equity situation that the non-profit organisation should not have a cost advantage over a profit motivated organisation who provide a similar service to the general public. It should be noted that officers are recommending that a Council cost recovery licensed based fee system be put in place, not a profit based system.

This reworked report was re-submitted to submitters, one indicating that they were still not happy with the definition of whom is included in the commercial recreation providers definition, requesting to be heard on the matter. This hearing will be set up shortly.

OPTIONS

General

32. Officers have examined the methods used by the Department of Conservation and the Auckland Regional Council to charge for commercial concessions on land under their control. In many cases, concessionaires are charged a percentage of their gross profits, accrued from their activity on the land, which in the case of the Department of Conservation is approximately 7 percent.
33. The costs of putting the licence in place for the benefit of the commercial recreation provider would be paid by the applicant in accordance with Council's policies relating to charging/quotations for the compilation of leases, licences, and easements as confirmed at the Council meeting of 28 June 2001. These costs would include the application processing costs (report preparation and meeting attendance), public advertising fee, hearing preparation and attendance costs if required, Minister of Conservation approval fee, Council legal and valuation fees if required.

4. Cont'd

Apply a formal licensing process with the fees set at a level to cover Council costs only (the preferred option).

34. Using this system will enable the commercial recreation provider to offer their activities to the general public at a lower price, this being of benefit to the public. The advantage to the licensee is that they will retain the maximum benefits of their endeavours. The licence fee will still need to be reviewed annually, to ensure that costs involved in administering the licence are properly covered in the fee, and that any additional costs incurred by Council for maintaining the Council owned asset for the direct benefit of the licensee are recovered. There are two exceptions to this being:
 - (a) Where there are more applicants wishing to operate upon a particular site than the site can accommodate, in which case a tender or ballot process will be used, the price offered for a licence over the site being taken into account together with all the other requirements.
 - (b) Where there are commercial recreation providers providing a similar service on private land in the vicinity of Council managed or controlled park and reserve land, there will be a need to charge a similar fee.
35. Officers are of the view that while Council has the responsibility to maintain reserves for the purpose for which they are held, that as a general guide it is not the Council's responsibility to provide the added value recreational component, which may expose the Council to a greater financial risk. This area of activity is seen as the domain of the private recreational provider, who is willing to take on the financial risks that such a venture entails. Sports Clubs also provide this service, but of course are not included in the definition of Commercial Recreation Provider. Consequently, officers are of the view that in the majority of cases, the costs associated with private enterprise providing this extra value, and accepting the financial risks involved should be minimal, covering the costs of Council, with a small percentage of this cost for profit, to ensure that no burden is placed upon the ratepayer. These costs should include, where possible, the additional expense incurred by Council to maintain the public facility, where this additional expense can be directly attributed to the licensee's activities, for example, mountain bike track maintenance.
36. The only exceptions to this rule should be when the provision of this added value by a commercial recreation provider is in direct competition with private recreation providers supplying the same recreation service on private land, where higher rentals are often paid, or where there are competing interests for a particular site. In these situations a fair rental for the use of the resource should be arrived at, using independent valuation methods, or tendering the opportunity to use the site.
37. Such a Council policy would be seen as business friendly by the business community.

Maintain the status quo (no formal licensing process).

38. With this option there is no control over the commercial recreation providers activities on Council owned, or managed park and reserve land. Congestion at some sites may mean that the general public are not able to use the resource at times, dangerous congestion situations may occur, eg on rock climbing resources etc.
39. The recreational resource may be damaged through over-use, or unique habitat damaged because of its presence in the area not being known, or understood.
40. Council maintenance costs may be increased by commercial recreation providers use of the resource, without the Council being able to recoup these additional costs from the commercial operators.
41. Council not being aware of commercial recreation providers use of sites which may be culturally sensitive to Maori.

4. Cont'd

Apply a formal licensing process with fees charged as a percentage of gross profit.

42. Officers are of the view that percentage-based payments are more difficult to police. It is acknowledged that while the Council may miss out on some revenue using a cost recovery rent system, the system will afford the licensee the maximum opportunity to establish their business, at no cost to the Council. This option will not be seen as business friendly as the recommended option.

Apply a formal licensing process with two levels of licence fees charged. Organisations who operate for profit are charged a percentage of gross profit, while organisations operating on a cost recovery basis only are charged at a level to cover Council costs only.

43. The Commercial Recreation Provider who is offering their services for profit will be at a cost disadvantage to other providers because they will need to charge customers more to cover costs.
44. This option does not provide for commercial equity between operators operating for profit, and those that operate to cover costs only.
45. Because of how different applicants' organisations are constituted, it is likely to be difficult to ascertain which category some of these organisations should fit into.
46. This option will not be seen as business friendly as the recommended option.

Apply a formal licensing process with no fee or cost recovery.

47. This option was not considered for the following reasons:
- (a) These applicants are commercial recreation providers, and therefore these costs are a legitimate cost the applicants should expect to pay when setting up their businesses that should not be subsidised by the ratepayer.
 - (b) Council has approved a policy based on a processing quotation/estimate being given to the applicant for the recovery of Council costs for processing commercial type applications to use Council owned or managed park and reserve land, (28 June 2001).

PREFERRED OPTION

48. Apply a formal licensing process where the fees are set at a level to cover Council costs only.

4. Cont'd

ASSESSMENT OF OPTIONS

The Preferred Option

49. The fees for the Licence that is put in place for commercial recreation provider, being set at a level to cover Council costs only. The exceptions to this are when the provision of this added value by a commercial recreation provider is in direct competition with private recreation providers supplying the same recreation service on private land, when there will be a need to charge a similar fee, or where there are more applicants wishing to operate upon a particular site than the site can accommodate, in which case a tender or ballot process will be used, the price offered for a licence over the site being taken into account together with all the other requirements.

	Benefits (current and future)	Costs (current and future)
Social	<ul style="list-style-type: none"> Control over quality of service offered to the public. Enables potential congestion problems at popular sites that may cause antagonism between commercial operators and/or public to be removed. Ensures possible congestion which may lead to dangerous situations occurring between parties using the same resource (rock outcrops) does not occur. Minimises the fee the commercial recreation provider needs to charge to cover their costs, thereby enabling the public to participate in the activity at minimal expense. Ensures that the activity proposed is aligned to the management objectives for the park or reserve, complies with the relevant Acts of Parliament, and is aligned with the Councils goals and objectives. 	
Cultural	Enables the Council to exercise control over use of sites which may be sensitive to Maori, eg, the Port Hills.	
Environmental	Control is able to be exercised over activities at particular sites which may be ecologically sensitive, eg, plants and rock outcrops on the Port Hills, to ensure the resource is protected.	
Economic	<ul style="list-style-type: none"> The increased maintenance costs to Council because of commercial recreation providers activities taking place on park and reserve land are able to be reimbursed from the commercial recreation providers. Allows commercial recreation providers to add value to the park and reserve by providing the recreational component of the park and reserve at minimal cost to themselves and no cost to the Council. 	Council will forgo some revenue that could be gained using a percentage of gross profits gained by commercial recreation providers based system.

4. Cont'd

Extent to which community outcomes are achieved:

Because they are known, the applicants' proposals can be adjusted to ensure that community outcomes are maximised.

Impact on Council's capacity and responsibilities:

- If there are increased maintenance costs to Council, as a result of a commercial recreation providers activities, they are able to be recouped from that provider.
- The Council is able to put in place formal protection measures, or evaluation procedures to assess the impact of the commercial recreation activities on the environment, or culturally sensitive sites.

Effects on Maori:

Formal protection measures and evaluation procedures are able to be put in place to assess the impact, and gain Maori approval to allow commercial recreation providers to operate in culturally sensitive sites.

Consistency with existing Council policies:

- There is consistency when assessing the proposed commercial recreation activity against Reserves Act 1977 requirements, management plan for the park or reserve, City Plan, bylaws, and other Acts of Parliament where appropriate.
- There is consistency in assessing the application for alignment to the vision, purpose and management objectives for the park or reserve where no management plan exists.
- There is consistency in assessing if the commercial proposal is aligned with the Council's goals and objectives.
- There is consistency with Council's policy of charging for undertaking the necessary processing work to put such licences in place for the benefit of a third party.

Views and preferences of persons affected or likely to have an interest:

Most of the views expressed by the submitters to the consultation process as elaborated upon above have been taken into account. The two issues made by submitters not included in the proposed policy for the reasons explained in section 4 above are, the requirement that commercial recreation providers pay a bond to council before being allowed to operate on Council land, and types of organisations that are included in the definition of 'Commercial Recreation Provider'. By having the umbrella policy in place it will enable the Council to minimise the affects of the proposed activity on other parks users, and gauge the views and preferences of persons affected or likely to have an interest in a particular activity.

Other relevant matters:

4. Cont'd

Maintain The Status Quo

50. No Licences put in place for commercial recreation providers, and consequently no fees charged.

	Benefits (current and future)	Costs (current and future)
Social		<ul style="list-style-type: none"> • No control over quality of service offered to the public. • Congestion at popular sites that may cause antagonism between commercial operators and/or public. • Congestion may lead to dangerous situations occurring between parties using the same resource (rock outcrops). • No way of ensuring that the activity proposed is aligned to the management objectives for the park or reserve, complies with the relevant Acts of Parliament, and is aligned with the Councils goals and objectives. • No method for assessing, minimising, and protecting the commercial recreation provider, Council, an client against the risks inherent in the activity.
Cultural		No control over use of sites which may be sensitive to Maori, eg, the Port Hills.
Environmental		No control is able to be exercised over activities at particular sites which may be ecologically sensitive, eg, plants and rock outcrops on the Port Hills.
Economic		The increased maintenance costs to Council because of commercial recreation providers activities taking place on park and reserve land not able to be charged to commercial recreation providers.
<p>Extent to which community outcomes are achieved: Because they are not known it is haphazard.</p> <p>Impact on Council's capacity and responsibilities:</p> <ul style="list-style-type: none"> • There are increased maintenance costs to Council that are not able to be recouped from the commercial recreation providers. • There are no formal protection measures, or evaluation procedures to assess the impact of the commercial recreation activities on the environment, or culturally sensitive sites. <p>Effects on Maori: No formal protection measures or evaluation procedures to access the impact, or gain Maori approval to allow commercial recreation providers to operate in culturally sensitive sites.</p> <p>Consistency with existing Council policies:</p> <ul style="list-style-type: none"> • There is no consistency when assessing the proposed Commercial Recreation Activity against Reserves Act 1977 requirements, management plan for the park or reserve, City Plan, bylaws, and other Acts of Parliament where appropriate. • There is no consistency in assessing the application for alignment to the vision, purpose and management objectives for the park or reserve where no management plan exists. 		

- There is no consistency in assessing if the commercial proposal is aligned with the Council's goals and objectives.
- There is no consistency with Council's policy of charging for undertaking the necessary processing work to put such licences in place for the benefit of a third party.

Views and preferences of persons affected or likely to have an interest:

- Most of the views expressed by the submitters to the consultation process as elaborated upon above have been taken into account. The two issues made by submitters not included in the proposed policy for the reasons explained in section 4 above are, the requirement that commercial recreation providers pay a bond to council before being allowed to operate on Council land, and types of organisations that are included in the definition of 'Commercial Recreation Provider'. There is no umbrella policy in place by which Council is able to minimise the affects of the proposed activity on other parks users, and gauge the views and preferences of persons affected or likely to have an interest in a particular activity.
- There is no umbrella policy in place by which the Council is able to minimise the affects on other parks users, caused by the activities of a commercial recreation providers activities.

Other relevant matters:

4. Cont'd

Option 3

51. License put in place for commercial recreation providers, the fees being charged as a percentage of gross profit.

	Benefits (current and future)	Costs (current and future)
Social	<ul style="list-style-type: none"> Control over quality of service offered to the public. Enables potential congestion problems at popular sites that may cause antagonism between commercial operators and or public to be removed. Ensures congestion which may lead to dangerous situations occurring between parties using the same resource (rock outcrops) does not occur. Ensures that the activity proposed is aligned to the management objectives for the park or reserve, complies with the relevant Acts of Parliament, and is aligned with the Councils goals and objectives. 	<ul style="list-style-type: none"> The Commercial Recreation Provider will need to charge customers a higher price than under the preferred option to cover costs. Higher cost may make it less affordable for some prospective users to participate in the activity
Cultural	Enables the Council to exercise control over use of sites which may be sensitive to Maori, eg, the Port Hills.	
Environmental	Control is able to be exercised over activities at particular sites which may be ecologically sensitive, eg, plants and rock outcrops on the Port Hills, to ensure the resource is protected.	
Economic	<ul style="list-style-type: none"> Allows the commercial recreation provider to provide the added value recreation component to Council owned and managed Parks. The Council will gain revenue to use elsewhere to assist it to run the city. 	<ul style="list-style-type: none"> Will add to the costs of the commercial recreation provider to provide the added value recreational component to Council owned and managed Parks and Reserves. This may discourage some potential commercial recreation providers.

Extent to which community outcomes are achieved:

Because they are known, the applicants' proposals can be adjusted to ensure that community outcomes are maximised.

Impact on Council's capacity and responsibilities:

- There are increased maintenance costs to Council that are able to be recouped from the commercial recreation providers.
- The Council is able to put in place formal protection measures, or evaluation procedures to assess the impact of the commercial recreation activities on the environment, or culturally sensitive sites.

Effects on Maori:

Formal protection measures and evaluation procedures are able to be put in place to assess the impact, and gain Maori approval to allow commercial recreation providers to operate in culturally sensitive sites are able to be put in place.

Consistency with existing Council policies:

- There is consistency when assessing the proposed commercial recreation activity against Reserves Act 1977 requirements, Management Plan for the park or reserve City Plan, bylaws, and other Acts of Parliament where appropriate.

- There is consistency in assessing the application for alignment to the vision, purpose and management objectives for the park or reserve where no management plan exists.
- There is consistency in assessing if the commercial proposal is aligned with the Council's goals and objectives.
- There is consistency with Council's policy of charging for undertaking the necessary processing work to put such licences in place for the benefit of a third party.

Views and preferences of persons affected or likely to have an interest:

Most of the views expressed by the submitters to the consultation process as elaborated upon above have been taken into account. The two issues made by submitters not included in the proposed policy for the reasons explained in section 4 above are, the requirement that commercial recreation providers pay a bond to council before being allowed to operate on Council land, and types of organisations that are included in the definition of 'Commercial Recreation Provider'. By having the umbrella policy in place it will enable the Council to minimise the affects of the proposed activity on other parks users, and gauge the views and preferences of persons affected or likely to have an interest in a particular activity

Other relevant matters:

This policy will not be seen to be as business friendly as the recommended policy

4. Cont'd

Option 4

52. Licences being put in place for which two levels of license fees are charged. For commercial recreation providers, that provide their services for profit, they pay a percentage of gross profit. For commercial recreation providers, that provide their services at cost, they pay a licence fee to cover Council costs only

	Benefits (current and future)	Costs (current and future)
Social	<ul style="list-style-type: none"> Control over quality of service offered to the public. Enables potential congestion problems at popular sites that may cause antagonism between commercial operators and or public to be removed. Ensures congestion which may lead to dangerous situations occurring between parties using the same resource (rock outcrops) does not occur. Ensures that the activity proposed is aligned to the management objectives for the park or reserve, complies with the relevant Acts of Parliament, and is aligned with the Councils goals and objectives. Recognises social outcomes of non-profit organisations. 	<ul style="list-style-type: none"> The commercial recreation provider who is providing their services for profit will need to charge customers a higher price than under the preferred option to cover costs. This option does not provide commercial equity between commercial operators who operate for profit, and those that provide a similar service who operate to cover costs only. Because of how different applicants organisations are constituted, it may to be difficult to ascertain which category some of these organisations should fit into.
Cultural	Enables the Council to exercise control over use of sites which may be sensitive to Maori, eg, the Port Hills.	
Environmental	Control is able to be exercised over activities at particular sites which may be ecologically sensitive, eg, plants and rock outcrops on the Port Hills, to ensure the resource is protected.	
Economic	<ul style="list-style-type: none"> Allows the commercial recreation provider to provide the added value recreation component to Council owned and managed Parks.. The Council will gain revenue to use elsewhere to assist it to run the city. 	Will add to the costs of the commercial recreation provider who operates for profit to provide the added value recreational component to Council owned and managed Parks and Reserves. This may discourage and thereby exclude some potential commercial recreation providers who operate for profit, because similar non-profit organisations have a cost advantage over profit motivated organisations.

Extent to which community outcomes are achieved:

Because they are known, the applicants' proposals can be adjusted to ensure that community outcomes are maximised.

Impact on Council's capacity and responsibilities:

- There are increased maintenance costs to Council that are able to be recouped from the Commercial Recreation Providers.
- The Council is able to put in place formal protection measures, or evaluation procedures to assess the impact of the commercial recreation activities on the environment, or culturally sensitive sites.

Effects on Maori:

Formal protection measures and evaluation procedures are able to be put in place to access the impact, and gain Maori approval to allow commercial recreation providers to operate in culturally sensitive sites are able to be put in place.

Consistency with existing Council policies:

- There is consistency when assessing the proposed Commercial Recreation Activity against Reserves Act 1977 requirements, Management Plan for the park or reserve City Plan, bylaws, and other Acts of Parliament where appropriate.
- There is consistency in assessing the application for alignment to the vision, purpose and management objectives for the park or reserve where no management plan exists.
- There is consistency in assessing if the commercial proposal is aligned with the Council's goals and objectives.
- There is consistency with Council's policy of charging for undertaking the necessary processing work to put such licences in place for the benefit of a third party.

Views and preferences of persons affected or likely to have an interest:

Most of the views expressed by the submitters to the consultation process as elaborated upon above have been taken into account. The two issues made by submitters not included in the proposed policy for the reasons explained in section 4 above are, the requirement that commercial recreation providers pay a bond to council before being allowed to operate on Council land, and types of organisations that are included in the definition of 'Commercial Recreation Provider'. By having the umbrella policy in place it will enable the Council to minimise the affects of the proposed activity on other parks users, and gauge the views and preferences of persons affected or likely to have an interest in a particular activity wide.

Other relevant matters:

This option will in all probability be seen to be unfair by profit motivated organisations wishing to use council owned or managed park and reserve land to provide a commercial recreational opportunity to the public. This policy will not be seen to be as business friendly as the recommended policy.

5. FAMILY HELP TRUST – APPLICATION FOR FUNDING

General Manager responsible:	General Manager Community Services
Officer responsible:	Lesley Symington, Unit Manager
Author:	Bruce Meder, DDI 941-5408

PURPOSE OF REPORT

1. The purpose of this report is to advise the Board regarding an application for funding from the Family Help Trust.

EXECUTIVE SUMMARY

2. Family Help Trust have made an application for funding to the Shirley/Papanui Community Board for \$10,000 towards the salary costs for the organisation. The Trust delivers its service metropolitan wide and has previously received funding from the City Council through its metropolitan funding sources. The application was received after a deputation was made to the Shirley/Papanui Community Board at its meeting on 20 April 2005 by the Trust Director.

BACKGROUND

3. The Family Help Trust provides intensive social work support for high risk families and their children. Their objective in this work is to break the cycle of intergenerational dysfunction. They have 9 paid full-time staff, 1 part-time staff and 15 volunteers. The Trust works with approximately 100 families per year throughout Christchurch. The Trust works throughout the city, although its offices are in Sydenham. The Trust's Director estimates that approximately 1/3 of these families reside in the Shirley/Papanui area, although because the families tend to be transient this is difficult to quantify accurately.

5. Cont'd

4. Families are referred to the Trust by other community-based family support agencies, Child Youth and Family, schools, Plunket, the Departments of Courts and Corrections, hospitals and health/medical centres. 80% of the referrals come from midwifery services.
5. The Trust presently (2004/05) receives two forms of funding from the City Council. It receives a \$37,500 Social Initiatives Fund grant as a contribution towards social workers salaries for their New Start Early Intervention service, working with families of high-risk criminal offenders. It also receives \$20,000 from the Council's Annual Grants to Community groups Fund for annual operational costs of its Safer Families Service (a child abuse prevention service run in conjunction with the midwifery services of Christchurch Women's Hospital).
6. The Family Help Trust has received funding via the Social Initiatives Scheme since the 1997/98 financial year. In the previous two financial years the Trust has received \$84,000 (2003/04) and \$37,500 (2002/03) from the Council. In each of these years, \$37,500 was from the Social Initiatives Fund and was towards the costs of social workers salaries for the New Start Early Intervention service. In the 2003/04 year they received \$30,000 from the Annual Grants to Community Organisations (formerly Major Grants) for its Safer Families Service. Also, in 2003/04 the Trust received a total of \$9,000 to undertake an evaluation of its database and recording systems plus a further \$7,500 to assist in the implementation of the recommendations from that evaluation.
7. The Trust is seeking through the Annual Plan process an increase to \$30,000 for the 2005/06 year for its Safer Families Service. They will also be seeking a renewal of their Social Initiatives grant.
8. The Trust has a financial year ending 30 June. However, as of the end of March 2005, Family Help Trust had a net surplus of \$84,511 with net assets of \$137,174 (an increase from \$45,968 in the previous financial year). Their annual expenses have been approximately \$350,000 to \$400,000. Based on their March 2005 statements this may increase to approximately \$500,000.
9. In December 2003 the Trust received funding (\$50,000) from the Lion Foundation in order to recruit two further social workers for a period of six months. They then received a further \$100,000 from the Lion Foundation to enable them to continue those positions for a further 12 months. In December they received further funding from Lion Foundation enabling them to employ a total of three extra social workers.
10. As of late May 2005, Family Help Trust are awaiting the outcome of two large applications; one of \$62,000 from Scottswood Trust and one of \$150,000 from the Lion Foundation to enable them to continue employing the three extra social workers.
11. Family Help Trust do not receive Central Government funding, consequently they are totally reliant on charitable trusts and other forms of funding.

OPTIONS

12. The Community Board has three options available to it with regard to this application:
 - a. Allocate a grant of \$10,000 to the organisation,
 - b. Decline the application,
 - c. Refer the application to the metropolitan Funding Adviser for consideration

PREFERRED OPTION

13. Having considered all of the information, it is recommended that Option C be approved ie to refer the application to the City Council Funding Adviser for consideration. This recommendation is based on the following two factors:
 - The Family Help Trust is a metropolitan organisation. Its work covers the entire city, although its office is located in Sydenham.
 - The Family Help Trust already receives significant funding from the City Council as outlined above.

5. Cont'd

STAFF RECOMMENDATION

That the Board refer the request for \$10,000 from the Family Help Trust to the Metropolitan Funding Adviser for consideration.

CHAIRPERSON'S RECOMMENDATION

For discussion.

6. REDWOOD BEAUTIFYING ASSOCIATION AND GARDEN CLUB - APPLICATION FOR FUNDING

General Manager responsible:	General Manager Community Services
Officer responsible:	Unit Manager Community and Recreation
Author:	Jill Gordon, DDI 941-5407

PURPOSE OF REPORT

1. The purpose of this report is for the Shirley/Papanui Community Board to consider an application for funding of \$300 for hall hire from the Redwood Beautifying Association and Garden Club.

EXECUTIVE SUMMARY

2. The Redwood Beautifying Association and Garden Club have made an application for funding to the Shirley/Papanui Community Board for \$300 for the cost of hiring the North Presbyterian Church hall which the club uses as their meeting venue up to 10 times per year.

FINANCIAL AND LEGAL CONSIDERATIONS

3. The Club presently pays \$30 per meeting with a total of \$300 for the year as hall rental.

The Club have applied for funding from the Shirley/Papanui Community Board 2005/06 Discretionary Funds.

6. Cont'd

BACKGROUND ON FUNDING APPLICATION BY REDWOOD BEAUTIFYING ASSOCIATION AND GARDEN CLUB

4. The Redwood Beautifying Association and Garden Club have been operating for 43 years and have been meeting at the North Presbyterian Church in Daniels Road for over ten years.
5. Their meetings are held in the church hall on a Thursday evening from 7.30 pm to 9.30 pm, with up to ten meetings held per year.
6. The number of club members attending meetings varies depending on the time of year, weather, and members' other commitments, but can reach up to 35 people per meeting.
7. The present venue is central for most attendees, and club members are very happy with the venue. The church has recently allowed them to install a lockable cupboard in an upstairs room for storage of club papers, records, etc. There is also flexibility to use a smaller room at the church as an alternative meeting venue, rather than the hall, if numbers warrant it.
8. The Club administers local garden competitions, and carries out the maintenance of the community garden in front of the Redwood Library.

STAFF RECOMMENDATIONS

It is recommended that the Community Board

Allocate \$300 from its 2005/06 Discretionary Funds to the Redwood Beautifying Association and Garden Club for the hall hire costs.

CHAIRPERSON'S RECOMMENDATIONS

That the staff recommendation be adopted.

7. GREENSPACE CAPITAL PROJECTS PROGRAMME 2004/05 - UPDATE

General Manager responsible:	General Manager City Environment
Officer responsible:	Bruce Penny, Acting Unit Manager
Author:	Brent Smith, DDI 941-8645

The purpose of the **attached** memo is to inform the Community Board on progress on the Greenspace Capital Projects within the Board area as at 1 June 2005.

STAFF RECOMMENDATION

That the information be received.

CHAIRPERSON'S RECOMMENDATION

That the staff recommendation be adopted.

8. HORNER STREET - "P30" PARKING RESTRICTION

General Manager responsible:	General Manager Regulation and Democracy Services
Officer responsible:	Principal Board Adviser, Elsie Ellison
Author:	Community Secretary, Prebhashni Naidoo DDI 941-6726

PURPOSE OF REPORT

1. The purpose of this report is to submit the outcomes of delegated powers exercised by a Board appointed sub-committee on the Horner Street "P30" parking restriction issue.

EXECUTIVE SUMMARY

2. At its meeting on 1 June 2005, the Community Board decided that a Subcommittee comprising of the Chairperson and Norm Withers meet with the author of the report, Malcolm Taylor, to seek clarification on certain related consultation issues, and that they be authorised to exercise a final decision in respect of the installation or otherwise of the 30 minute parking restriction proposed.

BACKGROUND

3. Mr Taylor has spoken with the team leader of New Zealand Post, Papanui concerning the proposal to remove the existing "no stopping" lines in front of 2 Horner Street and to install some "P30" parking. Mr Murphy sees no problem with the proposed "P30" restriction in relation to the postal centre. The New Zealand Post centre is a mail distribution point for local post deliveries, and their mail is brought in by truck before 7 am, when parking in this section of Horner street is mainly by postal workers. Mr Murphy is agreeable to the proposed "P30" restriction

DECISION

4. Having taken the above information into consideration, the Subcommittee resolved:
 - (a) That the "no stopping" restriction on the south side of Horner Street, commencing at point 45 metres from its intersection with Papanui Road and extending in an easterly direction for a distance of 17 metres, be revoked.
 - (b) That the parking of vehicles be restricted to a maximum period of 30 minutes on the south side of Horner Street, commencing at a point 45 metres from its intersection with Papanui Road and extending in an easterly direction for a distance of 9 metres.

STAFF RECOMMENDATION

It is recommended that:

- (a) the information outlining the Subcommittee's decision be received.

CHAIRPERSON'S RECOMMENDATION

That the staff recommendation be adopted.