



Christchurch City Council

SPREYDON/HEATHCOTE COMMUNITY BOARD

AGENDA

FRIDAY 5 DECEMBER 2008

AT 8.00AM

AT BECKENHAM SERVICE CENTRE

**IN THE BOARDROOM,
66 COLOMBO STREET, CHRISTCHURCH**

Community Board: Phil Clearwater (Chairperson), Oscar Alpers, Barry Corbett, Chris Mene, Karolin Potter, Tim Scandrett and Sue Wells.

Community Board Adviser

Jenny Hughey

Telephone: 941-5108

Email: jenny.hughey@ccc.govt.nz

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1. **APOLOGIES**

2. **CONFIRMATION OF MEETING REPORT – 18 NOVEMBER 2008**

The minutes of the Board's ordinary meeting of Tuesday 18 November 2008 are **attached**.

CHAIRPERSON'S RECOMMENDATION

That the minutes of the Board's meeting of 18 November 2008 be **confirmed**.

3. **DEPUTATIONS BY APPOINTMENT**



- 3.1 Nicola Bright of Solar Bright will speak about work with St Martins School, installing a solar light in their community.

4. **PETITIONS**

5. **NOTICES OF MOTION**

6. **CORRESPONDENCE**

7. **BRIEFINGS**

7.1 **Redgrave Street - Neighbour Improvement Project**

Anne Cosson Transport Consultation Leader will present the Board with a consultation plan for Redgrave Street which will address the speeding problem identified in 1998 The Hillmorton LAMTS. Redgrave Street is the last street identified in the LAMTS for Traffic calming. Funding is now available in 2009/2010 financial year.

7.2 **Proposed Arts Committee**

Marlene Le Cren, Arts Adviser will discuss matters pertaining to a proposed arts committee.

**SPREYDON HEATHCOTE COMMUNITY BOARD
18 NOVEMBER 2008**

**A meeting of the Spreydon/Heathcote Community Board
was held on Tuesday 18 November 2008 at 4.30pm
in the Boardroom, Beckenham Service Centre**

PRESENT: Phil Clearwater (Chairperson), Oscar Alpers, Barry Corbett, Chris Mene, Karolin Potter, Tim Scandrett and Sue Wells

APOLOGIES: Apologies for lateness were received and accepted from Sue Wells who arrived at 4.53pm and was absent for clauses 1, 2, 3, 4, 5, 6, 10 and part of clause 11.

Apologies for early departure were received and accepted from Karolin Potter who left the meeting at 6 pm and was absent for clause 13.

The Board reports that:

PART B - REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

Nil.

2. PETITIONS

Nil.

3. NOTICES OF MOTION

Nil.

4. CORRESPONDENCE

Nil.

5. BRIEFINGS

Nil.

6. COMMUNITY BOARD ADVISER'S REPORT

The Board **received** an update from the Community Board Adviser on forthcoming Board related activity.

7. ELECTED MEMBERS INFORMATION EXCHANGE

Mention was made of the following matters:

- Ernle Reserve regarding development of an adjacent piece of land
- Hoon Hay Fiesta postponed due to weather it will now be held on Friday 21 November 2008
- Cashmere Residents Association Annual General meeting tonight at 7.30 pm.

8. MEMBERS QUESTIONS

Nil.

PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD**9. CONFIRMATION OF MEETING REPORT – 21 OCTOBER AND 7 NOVEMBER 2008**

The Board **resolved** that the minutes of its meetings held on 21 October and 7 November 2008 be confirmed.

10. CASHMERE STREAM GREEN CORRIDOR LANDSCAPE ENHANCEMENT

The Board considered a report to approve the final landscape plan for Cashmere Stream Green Corridor Landscape Enhancement and proceed to detailed design and construction.

The Board **resolved** to approve the final landscape plan for Cashmere Stream Green Corridor Landscape Enhancement and proceed to detailed design and construction.

11. KENT STREET AND CATON STREET KERB AND CHANNEL RENEWAL

The Board considered a report seeking approval for the proposed Kerb and Channel Renewal in Kent Street and Caton Street to proceed to final design, tender and construction.

The Board **resolved** to approve the attached plans proceed to final design, tender and construction

The Board **resolved** to revoke all existing parking and stopping restrictions on Kent Street and Caton Street.

The Board **resolved** to approve the following parking restrictions:

(New “no stopping”)

That the stopping of vehicles be prohibited at any time on Caton Street as follows:

	Side of road	Description
(i)	South	Commencing at the extension of the Montreal Street kerb line and extending for 12 metres in a westerly direction.
(ii)	South	Commencing at the extension of the Kent Street kerb line and extending 10 metres in an easterly direction.
(iii)	North	Commencing at the extension of the Montreal Street kerb line and extending 7 metres in a westerly direction.
(iv)	North	Commencing at the extension of the Kent Street kerb line and extending 10 metres in an easterly direction.

11 Cont'd.

Clause 2- Attachment 1

That the stopping of vehicles be prohibited at any time on Kent Street as follows:

	Side of road	Description
(v)	East	Commencing at the southerly extension of the Caton Street kerb line and extending 6.5 metres in a southerly direction.
(vi)	Both (southern turning head)	Commencing on the east side at a point 27 metres south of the southerly extension of the Caton Street kerb line and extending 53.5 metres in a southerly to northerly direction around the cul-de-sac to a point on the west side 18 metres south of its southerly extension of the Caton Street kerb line.
(vii)	West	Commencing at a point 12.5 metres north of the northerly extension of the Caton Street kerb line and extending 18 metres in a northerly direction.
(viii)	West	Commencing at a point 43 metres north of the northerly extension of the Caton Street kerb line and extending 20.5 metres in a northerly direction.
(ix)	West	Commencing at a point 33 metres south of the north west corner kerb line intersection at the northern end of the Kent Street and extending 13 metres in a southerly to westerly direction.
(x)	East	Commencing at a point 60 metres north of the northerly extension of the Caton Street kerb line and extending 32 metres in a northerly direction.
(xi)	East	Commencing at the northerly extension of the Caton Street kerb line and extending 11 metres in a northerly direction.

12. LINCOLN ROAD HARMAN STREET INTERSECTION SIGNALISATION

The Board **resolved** to defer consideration of this report until it's next meeting on 5 December 2008.

13. COMMUNITY BOARD - CODE OF CONDUCT

The Board considered a report from the General Manager Regulation and Democracy Services regarding the adoption of a revised Community Board Code of Conduct.

The Board **resolved** to adopt the revised Community Board Code of Conduct with the addition of an amendment to clause 23 of the background report, in relation to the constitution of an Ethics Subcommittee to read as follows; That the Board utilise the Council's Ethics Subcommittee (with its convenor) and that membership of the subcommittee comprise that Board other than the complainant, the person alleged to have breached the Code and any other Board member who had participated in the event.

14. SUPPLEMENTARY REPORT

The Chairperson referred to the following report that was separately circulated after the agenda had been distributed.

- Application to Spreydon/Heathcote Community Board Youth Achievement Scheme – Melissa Wenmoth

The Chairperson advised that it was not possible to include this in the agenda as the completed application with necessary information was not received until 11 November 2008, but it was necessary for the item to be dealt with at the present meeting as it is associated with an event that occurs on 13 December 2008.

The Board **resolved** to receive and consider the supplementary report at this meeting.

Clause 2- Attachment 1

15. APPLICATION TO SPREYDON/HEATHCOTE COMMUNITY BOARD YOUTH ACHIEVEMENT SCHEME – MELISSA WENMOTH

The Board considered a report seeking funding assistance from the 2008/09 Youth Achievement Scheme.

The Board **resolved** that the Board is impressed with the Melissa Wenmoth's contribution to the community and are very proud of her achievements.

Sue Wells, moved

That the Board decline the application for funding assistance from the 2008/09 Youth Achievement Scheme of \$500 to Melissa Rose Wenmoth for costs associated with attending a Cashmere New Life Church short term team service in Thailand to contribute to Christmas programmes in schools.

The motion was seconded by Karolin Potter and when put to the meeting and declared **carried** on division No. 1 by four votes to two, the voting being as follows:

For (4): Sue Wells, Chris Mene, Phil Clearwater, Karolin Potter
Against (2): Barry Corbett, Oscar Alpers
Abstained (1): Tim Scandrett

The following members requested that the reasons for their vote be recorded;

Sue Wells & Chris Mene – It does not reach the achievement standard that will separate it from future applications.

Karolin Potter– Principle of ratepayer funding of missionary proselytising of a particular religion.

Phil Clearwater– not reaching the standard of excellence required and the principal of using ratepayer funding for evangelisation.

The Board **resolved** that staff be requested to provide a report to answer the following question:

Is there any guiding precedent, case law or principle in local authority legislation or practice around rate payer funding of religious proselytising and/or missionary work of a particular religion overseas or in New Zealand?

The meeting concluded at 6.05 pm

CONSIDERED THIS 5TH DAY OF DECEMBER 2008

**PHIL CLEARWATER
CHAIRPERSON**



8. FORMULA FOR ELECTED MEMBERS' REMUNERATION 2009/10

General Manager responsible:	General Manager Regulation and Democracy Services, DDI 941-8462
Officer responsible:	Democracy Services Manager
Author:	Clare Sullivan, Council Secretary

PURPOSE OF REPORT

1. The purpose of this report is to seek the Community Board's views on:
 - (a) The formulation of a proposal to be submitted to the Remuneration Authority for the payment of salaries to elected members of the Christchurch City Council for the 2009/10 year; and
 - (b) The associated schedule of expenses and allowances for 2009/10 to be submitted to the Remuneration Authority with the Council's proposal on the payment of salaries.

EXECUTIVE SUMMARY

2. The Remuneration Authority has recently written to the Council noting that "For some Councils with Community Boards there still appears to be an issue over the time of discussions between Councils and Community Boards over the formula/process for considering recommendations on remuneration levels. It seems to the Authority that the basic timetable for dealing with indicative pools is now well established. It would therefore seem appropriate for all Councils and Community Boards to debate and decide in advance, a formula for allocation of the pool as between the Council and Community Boards. Then, when the indicative pool levels are available, the application of the formula should in most cases be a "mechanical" process that can be readily accommodated within the normal scheduled meetings of Councils and Community Boards".
3. The indicative pool for the 2009/10 year will not be known until the end of November 2008, but the Council is required to advise the Remuneration Authority by 16 March 2009 of its proposal for the payment of salaries to elected members for the 2009/10 year. This is earlier than in previous years. Therefore, community boards are being given the opportunity now to make a recommendation on the proposed formula for the 2009/10 year. Comments will be incorporated into a report to the Council in February 2009.
4. No significant increase in the pool is anticipated. Although a variety of distribution options was considered by the Council and community boards both prior to and following the election, it is considered that little would be gained by attempting to revisit the margins prescribed by the Remuneration Authority in its post-election determination. That document is **attached as Appendix A**. Therefore this report recommends the status quo.

FINANCIAL IMPLICATIONS

5. Sufficient provision will be included in the 2009-19 LTCCP for all elected member salaries to be continued at or about their present levels until 30 June 2010.

LEGAL CONSIDERATIONS

Have you considered the legal implications of the issue under consideration?

6. The principal statutory provisions which apply in this instance are the Seventh Schedule of the Local Government Act 2002, and the Remuneration Authority Act 1977. Once this Council's 2009/10 remuneration proposal (or any variation thereof) has been approved by the Remuneration Authority, it will be gazetted via the Local Government Elected Members' Determination 2009.

8 Cont'd.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?

7. Yes. Page 113 of the LTCCP, level of service under Democracy and Governance refers.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

8. Not applicable.

CONSULTATION FULFILMENT

9. This report is being presented at each Community Board for a formal recommendation to the Council. In addition all Board members have been made aware of their ability to make submissions direct to the Remuneration Authority.

STAFF RECOMMENDATIONS

It is recommended that the Board recommend that the Council:

- (a) Adopt the salary only model as its basis of remuneration for elected members of the Christchurch City Council for the 2009/10 financial year.

Note: The remuneration framework requires all Community Board members to be paid an annual salary (ie there is no provision for the payment of meeting fees to Community Board members).

- (b) Apply the following formula for the allocation of the 2009/10 remuneration pool amongst the elected members of the Christchurch City Council and the eight Christchurch community boards (with the exception of the Mayor):

Deputy Mayor	6.09% of Pool	
Councillors x 12	63.28% of Pool	
City Community Board Chair x 6	8.91% of Pool	(28.14% of Councillors)
City Community Board members x 24	24.93% of Pool	(70.00% of City Board Chair)
Peninsula Community Board Chair x2	1.96% of Pool	(66.00% of City Board Chair)
Peninsula Community Board member x8	5.49% of Pool	(70.02% of Peninsula Board Chair)

- (c) Resolve to submit to the Remuneration Authority for its approval the proposed rules and policies for the reimbursement of elected member expenses and allowances for the year ending 30 June 2010.
- (d) Note that the Remuneration Authority must be advised of any dissent expressed by members of the Council or its community boards in relation to the Council's proposal.

CHAIRPERSONS RECOMMENDATIONS

For discussion.

8 Cont'd.

BACKGROUND

10. The Remuneration Authority is responsible for setting the salaries of elected local government representatives (clause 6 of Schedule 7 of the Local Government Act 2002 refers).
11. The Remuneration Authority revises remuneration pools annually, and each Council is thus required to review its levels of remuneration prior to the start of each financial year, based on the new pool.
12. The current pool is \$1,583,335. The current formula based on the allocation of the current pool is as follows:

Deputy Mayor	6.09% of Pool		\$96,400
Councillors x 12	63.28% of Pool		\$1,002,000 (= 83,500 x 13)
City Community Board Chair x 6	8.91% of Pool	<i>(28.14% of Councillors)</i>	\$141,000 (= 23,500 x 6)
City Community Board members x 24	24.93% of Pool	<i>(70.00% of City Board Chair)</i>	\$394,800 (= 16,450 x 24)
Peninsula Community Board Chair x2	1.96% of Pool	<i>(66.00% of City Board Chair)</i>	\$31,020 (= 15,510 x 2)
Peninsula Community Board member x8	5.49% of Pool	<i>(70.02% of Peninsula Board Chair)</i>	\$86,880 (= 10,860 x 8)

13. Fifty per cent of the total remuneration paid to community board members (excluding members appointed by the Council) is paid outside the pool.
14. Only one salary is payable to elected members. Thus, a Councillor who serves as an appointed member of a Community Board is paid a Councillor's salary only, and receives no additional payment to serving on the Community Board.
15. Directors' fees paid to Councillors who serve as directors of Council-controlled organisations cannot be taken into account when considering Councillors' remuneration. The directors' fees paid to such Councillors reflect their service as directors of the companies concerned, rather than their role as Councillors.
16. Although the Mayor's salary is set independently by the Remuneration Authority, it is included within the pool.
17. Although it is possible for the Council to recommend the payment of a mixture of salary and meeting fees to Councillors, community board members must be paid on a salary only basis without meeting fees. Because of the administrative difficulties associated with the payment of meeting fees and in ensuring that the total remuneration paid does not exceed the pool in any one year, it is recommended that the Council retain the salary only model for Councillors, rather than reverting to a mixture of salary and meeting allowances.

DISTRIBUTION OPTIONS

18. Although a variety of distribution options were considered by the Council and community boards both prior to and following the election, it is considered that little would be gained by attempting to revisit the margins prescribed by the Remuneration Authority in its post-election determination. That document is **attached as Appendix A**.
19. It is therefore recommended that the present salary margins that currently apply be continued following the release of the indicative pool for 2009/10.

8 Cont'd.

Elected Member Allowances and Expenses

20. As part of its remuneration proposal, the Council is also required to seek the Remuneration Authority's approval for the allowances and expenses proposed to be paid to elected members. The current rules for expenses and allowances are **attached as Appendix B**.
21. Currently the Deputy Mayor, Councillors and all Community Board members can claim a maximum reimbursement of \$100 per month for the following costs, subject to the production of receipted accounts, with the relevant Council or Community Board related charges clearly identified:
 - Council or Community Board related toll calls made from members' home telephone lines
 - Call charged for Council or Community Board related calls made from members' cellphones
 - Broadband
22. The issue of a flat communications allowance for members as opposed to reimbursement of expenses has previously raised some discussion among elected members. In previous correspondence, the Remuneration Authority has indicated a strong preference for reimbursement of actual costs incurred, rather than the payment of an allowance. While the Authority has approved a communications allowance for at least several other Councils, we understand that the Authority takes all elements of an allowances and expenses package into account. On balance, those Councils that have had a communications allowance approved do not provide the same level of equipment or allowances to their elected members as this Council does.
23. On that basis this report therefore recommends the status quo for communications expenses. Should the Council wish to consider an increase in the provision of equipment or resources to its elected members, it should be noted that there is no provision for such an increase in the current LTCCP, or yet planned for the future LTCCP.


Unanimity of the Council's Decision

25. In submitting its proposal the Council is required to notify the Remuneration Authority of:
 - (i) details of any dissent at Council; and
 - (ii) details of any dissent from its community boards.
26. Community Boards and individual Community Board members (or any other person) also have the ability to express any opposing views they might have on the Council's final proposal direct to the Remuneration Authority.
27. If the Council's recommendations are unanimous and reasonable it is unlikely that the Commission will withhold its approval. It does, however, have the power to amend any proposal if the level of dissatisfaction is high or if the proposal is considered unreasonable.

CONCLUSION

28. The salaries approved by the Remuneration Authority will apply from 1 July 2009 until 30 June 2010.

APPENDIX A

 Remuneration Authority2735
COPY

28 JAN 2008

24 January 2008

~~Mr Bob Parker
Mayor
Christchurch City
P O Box 237
CHRISTCHURCH 8140~~

Dear Mr Parker

Local Government Elected Members Determination 2008

I refer to the Christchurch City Council's post-election remuneration proposal which was sent to the Remuneration Authority, by email, on 14 November 2007.

The Authority has considered the proposal in the light of the background information supplied with the proposal (including the staff report to the 7 November Council Meeting and the Hay presentation), submissions from community boards and individual elected representatives, and earlier discussions and correspondence between the Council and the Authority on this matter. Attached to this letter is an extract from the Determination we intend to issue in mid-February, which sets out our decision.

As you can see, we have not accepted the proposals put forward by the Council. The major differences between our decisions and the proposals put forward by the Council, and the reasons for our decisions, are set out below.

Councillors

Councillors' remuneration has been set at \$83,500, compared with \$79,995 proposed by the Council.

This is consistent with the position we set out in our letter of 1 August 2007 to the Council's Chief Executive. In that letter we made the point that Christchurch City

Remuneration Authority

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08/376291

APPENDIX A

2

Councillors' remuneration had been "frozen" since July 2005 and that, had they received the average general movement in local authority remuneration since then, they would have been on about \$83,450 at that time i.e. August 2007.

As the governance pool available to fund the remuneration of the Council's elected representatives will not change for the 2008/2009 Determination, the forthcoming mid-February Determination will more than likely set the remuneration for Christchurch City Council's elected representatives *until July 2009*. Given the size, complexity and, in particular, the accountability of the Councillors' role, especially compared to that of the members of Community Boards, the Authority was not prepared to see ongoing erosion of their remuneration levels.

Deputy Mayor

The remuneration of the Deputy Mayor has been set at \$96,400, compared with \$92,958 proposed by the Council.

This maintains the margin of around \$13,000 between the remuneration of the Deputy Mayor and that of a Councillor.

These decisions have, of course, resulted in a reduction in the amount of the governance pool available for the remuneration of Community Board members.

Community Boards

(a) City Community Boards

The remuneration of the **Chairs of the City Community Boards** is set at \$23,500 compared with \$33,604 proposed by the Council.

This is a substantial difference, and an even greater reduction from the \$35,850 established for these positions in our first Determination in 2007. There are two main reasons for our decision:

- **Relativity with other urban Community Board Chairs.** At \$23,500, the remuneration is comparable to the remuneration of the Chairs of Community Boards in large (and sometimes operationally challenging) urban centres such as Auckland, North Shore, Waitakere, Manukau and Wellington.

- **Relativity with Councillors.** Irrespective of the demands on Community Board Chairs, or the financial delegations which they may be given from time to time, the responsibility and accountability for “taxing and spending” remains with Councillors. We have found it increasingly difficult to justify the remuneration of Christchurch City Community Board Chairs being 50%, or more, higher than that of the Councillors in, for example, the neighbouring authorities of Selwyn and Waimakariri. (In these cases the Councillors’ remuneration is around \$25,000.)

Our considered view is that, with the election of the first new Council following the Christchurch City/Banks Peninsula amalgamation, now is the time to address what has increasingly been an anomaly in elected representatives’ remuneration.

The remuneration of the **Members of the City Community Boards** is set at \$16,450 compared with \$16,096 proposed by the Council. This sets the members’ remuneration at around 70% of the remuneration of the chair.

In most Local Authorities with Community Boards, the remuneration of the members is around half that of the chair (as would have been the case with the \$33,604/\$16,096 relationship proposed by the Council.) In one or two Local Authorities the relationship is closer to 70%. In this case we have accepted a 70% relationship, based in part on the survey of the respective time commitments of chairs and members carried out by Hay.

(b) Peninsula Community Boards

The remuneration of the **Chairs of the Peninsula Community Boards** is set at \$15,510 compared to the \$26,884 proposed by the Council.

Two matters in particular have informed our decision. We have assumed that, although the requirements of the roles are substantially the same as for the City Community Board Chairs, the time commitment is less. We have taken into account the survey work carried out by Hay on the time commitment of the Peninsula Chairs and have arrived a figure of around two thirds of that of the Chairs of the City Boards.

This places the remuneration of the Chairs of the Peninsula Community Boards well above the norm for the chairs of rural community boards. However, we have accepted the argument that, as part of Christchurch City, there is a wider role for both the chairs and members, and a corresponding extra time commitment, which may not be faced by members of other rural community boards.

The remuneration of **Members of the Peninsula Community Boards** is set at \$10,860 compared to the \$12,877 proposed by the Council. This maintains the 70% relationship between the remuneration of the chair and members, consistent with the approach we have taken for the City Community Boards.

APPENDIX A

4

Next Steps

There have been a number of submissions made to the Authority by Community Boards and individual elected representatives. We are in the process of acknowledging these, and informing the authors that we have come to a decision which has been conveyed to you and the Chief Executive. I suggest that, in advance of the publication of the Determination in the Gazette, you send all elected representatives a copy of this letter.

Yours sincerely



David Doughton
Chairman

cc Mr Tony Marryatt
Chief Executive
Christchurch City Council

CHRISTCHURCH CITY COUNCIL**PROPOSED ELECTED MEMBER ALLOWANCES AND EXPENSES**
RULES 2009/10

SECTION 1 - NAME OF LOCAL AUTHORITY: CHRISTCHURCH CITY COUNCIL
(Schedule prepared _____ 2009)

Contact person for enquiries:

Name: Clare Sullivan

Designation: Council Secretary

Email: clare.sullivan@ccc.govt.nz

Telephone: (03) 941-8533
(Direct Line)

SECTION 2 - DOCUMENTATION OF POLICIES

List the local authority's policy documents which set out the policies, rules and procedures relating to the expenses and allowances payable to elected members.

Document name	Reference no. (if any)	Date
Schedule of elected member allowances and expenses		2009/10 Schedule prepared _____ 2009
Policy Register		30 September 2004

SECTION 3 - AUTHENTICATION OF EXPENSE REIMBURSEMENTS AND ALLOWANCES

Summarise the principles and processes under which the local authority ensures that expense reimbursements and allowances payable in lieu of expense reimbursements, -

- are in line with council policies
- have a justified business purpose
- are payable under clear rules communicated to all claimants
- have senior management oversight
- are approved by a person able to exercise independent judgement
- are adequately documented
- are reasonable and conservative in line with public sector norms
- are, in respect of allowances, a reasonable approximation of expenses incurred on behalf of the local authority by the elected member
- are subject to internal audit oversight.

1. Comprehensive schedule approved by the Council. Basis is "actual and reasonable" expenses only.
2. Expenditure must relate to the items listed in the schedule.
3. Expense claims are approved by the Council Secretary. Full receipts are required.
4. The policies set by the Council reflect public sector norms of reasonableness and conservatism.
5. The allowances listed in the schedule have been calculated to approximate the expenditure to which the allowances relate.
6. Internal audit work programme includes sampling expense claims and allowances paid to elected members and staff.

SECTION 4 - VEHICLE PROVIDED

Are any elected members provided with use of a vehicle, other than a vehicle provided to the Mayor or Chair and disclosed in the remuneration information provided to the Remuneration Authority? No

SECTION 5 - MILEAGE ALLOWANCES

1. Rate of allowance paid per kilometre

Reimbursement at the rate per kilometre approved by the Remuneration Authority for Council-related car running associated with attendance at the following meetings or events:

- Council meetings
- Council seminars and workshops
- Committee meetings
- Community Board meetings
- Subcommittee meetings
- Hearings
- Local conferences, seminars and training courses
- Residents' association and neighbourhood group meetings
- Meetings of outside bodies, where the member is attending as a formally appointed Council representative
- Council tours, and site inspections
- Meetings with Chief Executive, General Managers or Unit Managers
- Briefings

SECTION 6 - TRAVEL AND ACCOMMODATION

6.1 Taxis and other transport

Are the costs of taxis or other transport reimbursed or an allowance paid? Yes

The following members are entitled to the reimbursement of Council or Community Board related taxi and bus fares and parking charges:

- Mayor
- Deputy Mayor
- Councillors
- Community Board chairman
- Community Board members

Members wishing to use taxis for such purposes are required to first obtain taxi chits for use with the Council's approved taxi service provider.

6.2 Carparks

Are carparks provided? Yes

Mayor, Deputy Mayor and Councillors are provided with carparks for use whilst on Council business.

6.3 Use of Rental cars

Are rental cars ever provided? Yes

The Mayor, Deputy Mayor and Councillors are occasionally provided with rental cars when attending conferences in other centres, where this is the most cost effective travel option (although rental cars are not provided for travel to and from Christchurch when attending such events).

6.4 Air Travel Domestic

Summarise the rules for domestic air travel.

- All elected members are entitled to utilise domestic air travel for Council related travel, where travel by air is the most cost effective travel option.
- All such travel must be booked through the Democracy Services Unit.

(See also clause 6.6.)

6.5 Air Travel International

Summarise the rules for international air travel (including economy class, business class, stopovers).

1. (i) That as a general policy all elected member and staff international air travel be by way of economy class, where the costs of the fares are met by the Council.
(ii) That no unnecessary expenses be incurred in the course of such travel.
(iii) That all travel be planned in advance.
2. That, in the case of elected members, exceptions to this policy require the approval of the Council where business class air travel is desirable for health or other compelling reasons.
3. The Council to authorise the attendance of only one or two elected members unless there are special circumstances.
4. All travel and accommodation arrangements to be made by appropriate staff with the Council's preferred travel agents at the most economic cost available at the time of booking unless travel costs are being met by an outside party.
5. As staff would normally be expected to accompany elected members, approval for sole elected member travel to be given only in special circumstances.
6. The travel expenses to be reported to include travel, accommodation, incidental expenses and conference registration.
7. A report to be submitted to the Council on the Council-funded component of the travel and the findings and benefits to the Council.
8. That the Council authorise the payment of the associated travel, accommodation and incidental costs for the Mayoress to enable her to accompany the Mayor on overseas trips, where appropriate.

6.6 Attendance at conferences, courses, seminars and training programmes etc.

Payment of actual and reasonable registration, travel, accommodation, meal and related incidental expenses (including travel insurance) incurred in attendance at conferences, courses, seminars and training programmes etc, held both within New Zealand and overseas, subject to the rules and criteria relating to international air travel set out in clause 6.5, and subject also to the following conditions:

- The related expenditure can be accommodated within existing budgets
- The major subject of the event (conference, course, seminar or training programme etc) is of significant relevance to the Council, and includes a significant policy/governance content
- Attendance at the event is relevant for obtaining an understanding of policies and initiatives taken by other local authorities relevant to the Council's activities

In the case of Councillors, attendance at such events is covered by the following policy:

Discretionary Allocation of \$4,000 per member:

1. All Councillors are provided with a discretionary allocation of \$4,000 per annum from the relevant travel and conference budgets, to be used for conferences, courses, seminars and training that they choose to attend. This amount is non-transferable and is to cover course fees, travel, accommodation and meals.
2. The conference, course, seminar or training event selected must contribute to the Councillor's ability to carry out Council business.
3. Councillors wishing to utilise this discretionary funding for attendance at such events are required to obtain the prior written confirmation from both the Mayor (or the Deputy Mayor) and the Chief Executive that the conditions set out above have been met. .

Council Representatives on External Organisations:

Where the Council has formally appointed elected members to external organisations (eg Zone 5 of Local Government New Zealand) such members may attend conferences or seminars held by the relevant external organisations of their own volition, provided the expenditure involved can be met within the relevant budget provision. (Such expenditure does not fall within the discretionary allocation of \$4,000).

Prior Council Approval Required in Other Cases

1. The prior approval of the Council is required for:
 - (a) Any fact finding travel by Councillors outside Christchurch for the purpose of inspecting or evaluating initiatives, facilities or operations which may be of benefit to Christchurch City.
 - (b) Any travel as part of a Sister City Delegation, where the cost of such travel is not wholly covered by the host city (Such expenditure does not fall within the discretionary allocation of \$4,000).
2. Prior Council approval is not required for the attendance of elected members at the certification courses run by Auckland University for Resource Management Act decision-makers, as members are required to obtain such certification before they can sit on RMA Hearings Panels.

Mayor

In the case of the Mayor, the following rules apply:

1. The Mayor may of his own volition arrange day-return or short-term travel on official Council business within New Zealand, provided the cost of such travel, accommodation and related incidental expenses can be met within the relevant budget provision.
2. Other travel for attendance at conferences, courses, training events and seminars, or for other purposes associated with his position as Mayor which falls outside (1) above requires the prior approval of the Chief Executive.
3. The prior approval of the Council is required for:
 - (a) Any fact-finding travel by the Mayor outside New Zealand for the purpose of inspecting or evaluating initiative, facilities or operations which may be of benefit to Christchurch City.
 - (b) Any travel as part of a Sister City Delegation, where the cost of such travel is not wholly covered by the host city.

Community Board Members

In the case of Community Board Chairpersons and Community Board members, attendance at conferences, courses, seminars and training programmes etc, requires the prior approval of the relevant community board in all cases, and is required to fall within budget parameters.

6.7 Airline Club/Airpoints/Airdollars

Are subscriptions to airline clubs (such as the Koru Club) paid or reimbursed?

Mayor only, given frequent travel.

Yes

Are airpoints or airdollars earned on travel, accommodation etc paid for by the local authority, available for the private use of members?

Yes

6.8 Accommodation costs whilst away at conferences, seminars, etc

Summarise the rules on accommodation costs.

1. Actual and reasonable costs reimbursed.
2. All accommodation must be booked through the Democracy Services Unit.

6.9 Meals and sustenance, incidental expenses

Summarise the rules on meals, sustenance and incidental expenses incurred when travelling. (If allowances are payable instead of actual and reasonable reimbursements, state amounts and basis of calculation.)

1. Actual and reasonable meal costs are paid for by the Council.
2. No reimbursement of meals provided by others.

6.10 Private accommodation paid for by local authority

Is private accommodation (for example an apartment) provided to any member by the local authority?

No

6.11 Private accommodation provided by friends/relatives

Are allowances payable in respect of accommodation provided by friends/relatives when travelling on local authority business?

No

SECTION 7 - ENTERTAINMENT AND HOSPITALITY

Are any hospitality or entertainment allowances payable or any expenses reimbursed?

No

SECTION 8 - COMMUNICATIONS AND TECHNOLOGY**8.1 Equipment and technology provided to elected members**

Is equipment and technology provided to elected members for use at home on council business?

For Mayor, Deputy Mayor, Councillors and Community Board Chairs:

- | | |
|---------------------------------|-----|
| • PC or Laptop | Yes |
| • Fax | No |
| • Printer | Yes |
| • Broadband connection | Yes |
| • Second landline to house | No |
| • Consumables and stationery | Yes |
| • Mobile Phone | No |
| • Other equipment or technology | No |

For remaining Community Board members:

- Broadband connection.
- Consumables and stationery

Are any restrictions placed on private use of any of the above? No

8.2 Home telephone rental costs and telephone calls (including mobiles)

Are telephone rental costs reimbursed in whole or part? Yes

Are telephone call expenses reimbursed in whole or part? Yes

In the case of the Mayor, the Council pays in full his:

- Home telephone line rental, and associated toll charges
- Monthly cellphone based rental, and all associated call charges

8.3 Allowances paid in relation to communication and/or technology provided by elected members

Are any allowances paid in relation to communications and/or technology provided by the member relating to council business? Yes

The Deputy Mayor, Councillors and all Community Board members are entitled to a flat communications allowance of \$100 per month as a contribution towards:

- **The standard cost of a residential phone connection**
- **Council or Community Board related toll calls made from their home telephone line**
- **Call charges for Council or Community Board related calls made from their cellphones**
- **Broadband charges related to Council or Community Board business.**

SECTION 9 - PROFESSIONAL DEVELOPMENT, CLUBS AND ASSOCIATIONS

Are any expenses reimbursed or allowances paid in respect of members' attendance at professional development courses, conferences and seminars? Yes
(See section 6 for full details).

Are any expenses reimbursed or allowances paid in respect of subscriptions to clubs or associations? No

SECTION 10 - OTHER EXPENSE REIMBURSEMENTS AND ALLOWANCES

Are any other expense reimbursements made or allowances paid? No

SECTION 11 - TAXATION OF ALLOWANCES

Are any allowances (as distinct from reimbursements of actual business expenses) paid without deduction of withholding tax? No

SECTION 12 - SIGNATURE

I seek approval from the Remuneration Authority, in relation to the period 1 July 2009 to 30 June 2010, of the expense reimbursement rules and payments of allowances applicable to elected members as set out in this document.

The approved document and any attachments will be available for public inspection in accordance with the Remuneration Authority's determination.

Signature

Council Secretary

Designation

Date



LINCOLN ROAD HARMAN STREET INTERSECTION SIGNALISATION REVISED

General Manager responsible:	General Manager City Environment, Jane Parfitt, DDI 941 8608
Officer responsible:	Transport and Greenspace Unit Manager, Alan Beuzenberg
Author:	Christine Toner, Transport Consultation Leader

PURPOSE OF REPORT

1. The purpose of this report is to ask the Spreydon/Heathcote Community Board to recommend to Council that they approve, for final design, tender and construction, the **attached plan** and associated traffic management resolutions required for signalisation of the Lincoln Road/Harman Street intersection. The plan also includes two associated changes – the moving of a bus stop and the decommissioning of a zebra crossing.

EXECUTIVE SUMMARY

2. Lincoln Road is an arterial road running south west from its intersection with Deans Avenue and Moorhouse Avenue at Hagley Park to its intersection with Halswell Road, Hoon Hay Road and Curletts Road in the south west. The Christchurch City Plan classifies Lincoln Road as a minor arterial road for the section between Deans Avenue and Whiteleigh Avenue and as a major arterial road for the remaining section between Whiteleigh Avenue and Halswell Road.
3. In 2007 Lincoln Road was carrying a combined, average of approximately 19,800 vehicles per day.
4. On 18 September 2007 this Board recommended to Council that it approve the installation of traffic signals at the intersection of Lincoln Road and Harman Street, which was a requirement of the Resource Consent given for the development of Hazeldean Business Park. The matter was adopted by the Council meeting on 4 October 2008. Also on 18 September 2007 the Board resolved the angle parking in Hazeldean Road, provision of an outbound bus stop on the south eastern side of Lincoln Road, and eight 'no parking' restrictions on Lincoln Road, Hazeldean Road and Harman Street related to the signalisation.
5. Subsequent detailed planning of the signalisation has resulted in several modifications to the traffic management, particularly in relation to provision for future bus priority facilities. In conjunction with the signalisation, it was also decided to remove the zebra crossing at Dickens Street/Bernard Street because it no longer serves Lincoln Road adequately, and the new signals provide two additional crossing points. There is already a signalised crossing mid-block outside Addington Town, so there is no need for the zebra crossing as well as the new signals.
6. The revised layout requires some changes to the 'no stopping' restrictions resolved in September 2007 and these are dealt with in this report by a general revocation and series of new resolutions. In addition, there is a need for new 'no stopping' restrictions in Harman Street to connect those in Lincoln Road with those that were resolved in the kerb and channel renewal report brought to this Board on 19 August 2008.
7. Planned future re-routing of Bus #19 via Harman Street has been taken into account in these changes, with the re-location of the inbound bus stop on the north-western side of Lincoln Road currently outside 351 Lincoln Road to a site outside 359b Lincoln Road.
8. The proposed plan features:
 - Signalisation of all four legs of the Lincoln Road Harman Street intersection with integrated pedestrian crossings on each segment.
 - New 'No stopping' restrictions on Lincoln Road on both the north and south sides.
 - The removal of the zebra crossing currently located across Lincoln Road to the south of Barnard and Dickens Street and the removal of the kerb build-out on the south side, which creates seven new vehicle parking spaces.

9 Cont'd.

- The shifting of the inbound bus stop from just north east of the intersection of Barnard Street and Lincoln Road to a new location outside 359b Lincoln Road (outside the carwash business. (This will now provide a 'pair' for the outbound bus stop resolved in September 2007). This bus stop will be indented to make more road space in this vicinity.

- 9 In addition, the outbound bus stop resolved in September 2007 was then 36 metres long. The current proposal requires this bus stop to be 18 metres long and this is dealt with by a revocation and new resolution in this report.

- 10. Consultation on an 'inform' basis on the proposed intersection, no stopping and pedestrian crossing changes was carried out in August/September 2008. Thirty-eight responses were received, of which of which 33 were specifically or generally in support of the project and five were not in favour. Details are provided in paragraph 31-33.

- 11. Initially, after consideration of the feedback no changes to the proposed plan were considered necessary. However, at the request of the Spreydon/Heathcote Community Board, after the initial presentation of Option 1 (on 21 October 2008) and three deputations from concerned members of the public, Council staff reviewed and made changes to the initial recommended option and also developed three further options for consideration in order to meet the requests made in the deputation for the retention of parking on Lincoln Road. It should be noted that Lincoln Road is an arterial road and thus has the main function of facilitating movement of traffic; access to properties is of a much lower priority for such roads. The three additional options differed from the earlier recommended option only in the treatment of the section of Lincoln Road between Harman Street and Dickens Street.

- 12. All four options accommodated the requests of one deputation to give more care to the safety and convenience of cyclists on Lincoln Road, and for the other deputations they added a 30 minute parking restriction to several parking spaces in Harman Street and Dickens Street to increase parking turnover in order to help customers of the affected businesses to achieve a parking space within a 20-30 metre walking distance from the businesses. All three new options were designed to provide parking outside 372 Lincoln Road, at the request of the Board.

- 13. At the Board meeting on 7 November 2008 these three new options were discussed informally with the Board and with one of the parties who earlier made a deputation opposing the loss of parking outside their business premises at 372 Lincoln Road.

- 14. **Option 1a (the recommended option)** requires the removal of parking on Lincoln Road to accommodate on-road cycle lanes. Option 1a is basically the same as Option 1 as presented to the Spreydon Heathcote Community Board on 21 October 2008, with changes as requested – indenting the inbound bus stop and with 30 minute restricted parking on three parking spaces in Harman Street near Lincoln Road, and three spaces on each side of Dickens Street near Lincoln Road.

- 15. **Option 2** requires the realignment of the kerb line extending from Harman Street to Dickens Street to provide space for parking and a cycle lane as well as a traffic lane. The costs associated with this option include the protection of underground cabling and are estimated to be \$85,000.

- 16. **Option 3**, featuring an off road shared cycle and pedestrian path, was produced at the request of the Board but was opposed by Council staff and specialist consultants, and was subsequently rejected by the Board, so is not included in this report.

- 17. **Option 4** allows the shortening of the right turn bay for traffic turning into Harman Street from the south western Lincoln Road approach to allow for two parking spaces and on-road cycle lanes without moving the kerb. This option is similar to the layout already approved by the Council in October 2007 at the recommendation of this Spreydon/Heathcote Community Board meeting of 17 September 2007.

9 Cont'd.

18. Further detail on options 1a, 2 and 4 is given starting at paragraph 54.
19. The parking survey shows that parking demand does support the retention of parking spaces on Lincoln Road as, at the most, any time only 3 of the 6 spaces were occupied. The Safety Audit recommends Option 1a as the best option, with Option 4 as the second option as it is considered to be safer than Option 2.
20. Council staff continue to recommend Option 1a and offer Option 4 as the most suitable alternative should the Board still wish to retain parking on Lincoln Road outside the concerned businesses.

FINANCIAL IMPLICATIONS

21. The developer of the Hazeldean Business Park will be responsible for all the costs associated with the installation of traffic signals.
22. There is no budgeted funding for the additional costs involved with Option 2. The developer has stated that they are not prepared to accept responsibility for these extra costs. A legal opinion from Council is still pending at the time of writing this report but will be tabled at the 5 December 2008 meeting.
23. The decommissioning of the zebra crossing and the indenting of the inbound bus stop will be funded through existing operational budgets.

Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?

24. Not applicable except for the zebra crossing as explained above.

LEGAL CONSIDERATIONS

25. There are no property issues associated with this project. Community board resolutions are required to revoke the existing traffic restrictions, the zebra crossing and bus stops and to approve the new parking restrictions and bus stops.

Have you considered the legal implications of the issue under consideration?

26. The project aligns with the Transport and Greenspace Unit's Asset Management Plan, and the Street Renewals Project of the Capital Works Programme, page 85, Our Community Plan 2006-2016.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

27. As above.

Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?

28. As above.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

29. The proposal in Option 1a is consistent with key council strategies such as the City Plan Section 7.2.1; Christchurch City Council Parking Strategy (2003); Road Safety Strategy, Pedestrian Strategy; Cycling Strategy and the Citywide Public Transport Priority Plan 2004 and the Metro Strategy 2006-2012. (See paragraph 45 and 47).

9 Cont'd.

30. Parking aspects of Options 2 and 4 do not align with these strategies although Option 2 may be an acceptable option in the future when Bus Priority plans for the Lincoln Road corridor are developed in two or three years time.

CONSULTATION FULFILMENT

31. A consultation leaflet outlining the proposed changes was distributed by letterbox drop to 550 businesses and households in the area and a further 100 were emailed to stakeholders. The leaflet stated that the basis of the consultation was to 'inform' (since the changes were safety related or mandatory for the fulfilment of the signals and future bus priority changes), but that questions would be welcomed. This was carried out in August/September 2008.
32. A summary of feedback and project team responses is available on request. Thirty-eight responses were received, of which 33 were specifically or generally in support of the project and five were not in favour. There were nine generally positive and encouraging comments, twelve forms returned with no comments, and one received from Rock Gas with As-Built plans enclosed. Five submitters asked a series of questions in relation to the future bus priority plans (in the main concerned to know whether the plans take the bus priority planning into account), and these were worked through by phone and in person with the parties involved. Seven submitters made comments about street parking, with two businesses strongly opposed to the loss of street parking on the southeast side of Lincoln Road between Harman Street and Dickens Street, and on the south west side of Harman Street, due to concerns that customers will not stop at their businesses if they have to walk any distance. Of three submissions about pedestrian crossings, two were in favour of removing the zebra and one business person questioned its removal but commented that his staff often remark how dangerous it is. Five people submitted cycle and pedestrian issues, with some asking a series of questions, one asking for tactile paving and facilities for sight impaired pedestrians, and two people questioned the locating of the bus stop on the north west side of Lincoln Road over the cycle lane. Three questions related to traffic speed in Harman Street, one to re-routing traffic via Grove Road instead of Harman Street, and a series of technical questions from one submitter asked about city growth, traffic flow and transport policies. One person said that underground services would be a good idea. All these issues were discussed in depth and a report of team responses is available on request. Initially no changes to the plan were considered necessary.
33. The property developer confirmed their earlier acceptance of the proposal to place the bus stop on the south east side of Lincoln Road between Hazeldean Road and Harman Street (September 2007). The owners and the new tenant of 359b Lincoln Road (Ultimate Car Wash) have given positive feedback on the proposal to relocate the north side bus stop and shelter outside this property.
34. After receipt of deputations and on request of the Spreydon/Heathcote Community Board, changes have been made to the recommended option (Option 1a), and three further options were considered. Options 2 and 4 were then Safety Audited. Option 1 had previously been subject to a safety audit.

STAFF RECOMMENDATION

It is recommended that the Spreydon/Heathcote Community Board recommend the following revocations and resolutions for Lincoln Road and Harman Street for approval of Option 1a by the Council.

If the board does not adopt this option, then the staff recommendation is to resolve to approve option 4. Option 1a is, from a traffic engineering perspective, still seen as preferable to Option 4, as it will operate more efficiently which is important given the status of Lincoln Road as an arterial road. Alternative resolutions for Option 4 are provided at the end of this section.

9 Cont'd.

General revocation:

- (a) That all restrictions (intersection controls, no stopping, time parking, bus stops and zebra crossing), excluding the existing cycle lanes on the north west and south east sides of Lincoln Road commencing at a point 41 metres south west of its intersection with Bernard Street and extending in a north easterly direction for a distance of 252 metres, be revoked.

'No Stopping' Restrictions:

- (b) That the stopping of vehicles be prohibited at any time on the north west side of Lincoln Road commencing at its intersection with Bernard Street and extending in a south westerly direction for a distance of 25 metres.
- (c) That the stopping of vehicles be prohibited at any time on the north west side of Lincoln Road commencing at its intersection with Bernard Street and extending in a north easterly direction for a distance of 164 metres.
- (d) That the stopping of vehicles be prohibited at any time on the north west side of Lincoln Road commencing at a point 66 metres north east of its intersection with Harman Street and extending in a north easterly direction for a distance of 25 metres.
- (e) That the stopping of vehicles be prohibited at any time on the south east side of Lincoln Road commencing at its intersection with Dickens Street and extending in a south westerly direction for a distance of 12 metres.
- (f) That the stopping of vehicles be prohibited at any time on the south east side of Lincoln Road commencing at its intersection with Dickens Street and extending in a north easterly direction to its intersection with Harman Street.
- (g) That the stopping of vehicles be prohibited at any time on the south east side of Lincoln Road commencing at its intersection with Harman Street and extending in a north easterly direction for a distance of 33 metres.
- (h) That the stopping of vehicles be prohibited at any time on the south east side of Lincoln Road commencing at a point 51 metres north east from its intersection with Harman Street and extending in a north easterly direction for a distance of 13 metres.
- (i) That the stopping of vehicles be prohibited at any time on the south east side of Lincoln Road commencing at a point 77 metres north east from its intersection with Harman Street and extending in a north easterly direction for a distance of 28 metres.
- (j) That the stopping of vehicles currently prohibited on the north east side of Harman Street commencing at its intersection with Lincoln Road and extending in a south easterly direction for a distance of 17 metres be revoked.
- (k) That the stopping of vehicles currently prohibited on the south west side of Harman Street commencing at its intersection with Lincoln Road and extending in a south easterly direction for a distance of 10 metres be revoked.
- (l) That the stopping of vehicles be prohibited at any one time on the north east side of Harman Street commencing at its intersection with Lincoln Road and extending in a south easterly direction for a distance of 24 metres.
- (m) That the stopping of vehicles be prohibited at any one time on the south west side of Harman Street commencing at its intersection with Lincoln Road and extending in a south easterly direction for a distance of 38 metres.

9 Cont'd.

Parking

- (n) That the parking of vehicles be restricted to a maximum period of 30 minutes:
- (i) on the south east side of Lincoln Road, commencing at a point 12 metres south west of its intersection with Dickens Street and extending in a south westerly direction for a distance of 65 metres;
 - (ii) on the north east side of Harman Street commencing at a point 23 metres from its intersection with Lincoln Road and extending in a south easterly direction for a distance of 18 metres;
 - (iii) on the north east side of Dickens Street commencing at a point 20 metres from its intersection with Lincoln Road and extending in a south easterly direction for a distance of 52 metres;
 - (iv) on the southwest side of Dickens Street commencing at a point 16 metres from its intersection with Lincoln Road and extending in a south easterly direction for a distance of 18 metres.

Bus Stops

- (o) That an indented bus stop with a bus shelter be installed on the north west side of Lincoln Road commencing at a point 48 metres north east of its intersection with Harman Street and extending in a north easterly direction for a distance of 18 metres.
- (p) That an indented bus stop with a bus shelter be installed on the south east side of Lincoln Road commencing at a point 33 metres north east of its intersection with Harman Street and extending in a north easterly direction for a distance of 18 metres.

Traffic Signals

- (q) That the intersection between Lincoln Road and Harman Street be controlled by traffic signals.

Note: Should Option 4 become the selected option, the following resolutions will be required:

Item (f) should be revised to read:

- (f*) That the stopping of vehicles be prohibited at any time on the south east side of Lincoln Road commencing at a point 18 metres north east of its intersection with Dickens Street and extending in a north easterly direction to its intersection with Harman Street.*

An additional item (n)(v) should be added:

- (n) That the parking of vehicles be restricted to a maximum period of 30 minutes:*
- (v) on the south east side of Lincoln Road, commencing at a point 5 metres from its intersection with Dickens Street and extending in a north easterly direction for a distance of 13 metres.*

CHAIRPERSONS RECOMMENDATION

This report has not been viewed by the Chair.

9 Cont'd.

BACKGROUND (THE ISSUES)

35. As the signalisation of the intersection has been through a Resource Consent process, and the no stopping is a requirement of the traffic signal installation, there are no opportunities for the public or other stakeholders to influence this change, but their comments have been considered, questions answered and several options considered in an effort to meet their requests whilst complying with Council Strategies and budget constraints.
36. The bus stop re-location is a safety and efficiency measure and is essential in order to tie in with proposed new routing of the bus that currently goes down Grove Road – it will in future go along Lincoln Road and into Harman Street and vice versa. There is no other safe and suitable location for the bus stop on either side of Lincoln Road so there is no alternative for this relocation. The immediate neighbours of the new sites have been consulted and have accepted the proposal.
37. The decommissioning of the zebra crossing is a safety measure zebra crossings (without raised platforms) have been shown to significantly reduce safety of pedestrians. As Lincoln Road is an arterial road it is not suitable to install a raised platform for the zebra crossing and it is therefore the opinion of Christchurch City Council officers that the crossing should be removed. The introduction of signalised pedestrian crossings at the new intersection signals will provide opportunity for pedestrians to cross Lincoln Road safely. There is also another signalised pedestrian crossing mid block towards Parlane Street. Therefore there is little opportunity for stakeholders and public to prevent the closure of this crossing but their comments have been considered and questions answered.
38. The safety auditor's finding was: Compared to option 2, option 4 appears to be the safer alternative to accommodate parking on Lincoln Road. However, when compared to Option 1a with no on street parking, safety audited previously, Option 1a is preferred because it provides a better left turn into Dickens Street without blocking Lincoln Road and the shape of the right turn bay is a more natural alignment.

Future bus priority

39. The section of Lincoln Road covered by the plan is specified as a future bus priority site. It is the seventh of ten bus priority corridors to be investigated as part of the Citywide Public Transport Priority Plan 2004 and the Metro Strategy 2006-2012 which aims to decrease traffic congestion and promote sustainability. A recent scoping study indicated that a shared bus / cycle lane is likely to be needed for both the outbound (i.e. the south east side) and inbound directions along Lincoln Road.
40. Further scheme assessment is anticipated for 2010 to determine whether this would be a permanent or part-time bus lane.
41. Senior Council staff consider that it would be premature and inappropriate to embark on any major expenditure in advance of bus priority scheming as the experience gained with the first few corridors will guide planning of the latter corridors.
42. In light of the future bus priority designation for Lincoln Road any kerb alignment and parking provision chosen for the current requirement ought to be compatible with future changes expected for the road to avoid constructing a ratepayer funded asset that will be removed again in the near future.
43. The proposed traffic signals will give Halswell-bound buses an advanced bus signal, so that buses can proceed straight ahead from the kerbside lane ahead of other traffic. As this lane is also shared with straight ahead cyclists, cyclists will also get an advanced green cycle light, so that buses are not held up behind bikes.

9 Cont'd.

Road hierarchy

44. Lincoln Road, in the vicinity of the site in question, is classified as a minor arterial road, although it is also important to note that at Whiteleigh Avenue Lincoln Road becomes a major arterial road.
45. The City Plan Section 7.2.1 outlines the hierarchy of roads (major and minor arterials, collector and local roads). The function of an arterial road is primarily to facilitate traffic movement; as a result providing access to property and on-road parking are not high priorities for arterial roads.

Parking

46. As previously mentioned, the main motivation for investigating further changes to the layout proposed initially was that it required the removal of six parking spaces from the properties with frontage on Lincoln Road located between Dickens Street and Harman Street. Various ways of allowing some or all of these spaces to remain were investigated.
47. The Christchurch City Council Parking Strategy (2003) strategy states: "Arterial roads place higher priority on the safe movement of people and goods, such as high occupancy carrying vehicles and loading zones for the pick-up and delivery of goods. The "movement of people and goods" is not limited to vehicular-based movement, but includes also cycling and walking. The parking strategy specifies in several places that parking provision should not come at the expense of adequate cycle and pedestrian provision. This is summed up in policy 4H, which states: "Parking must be provided in such a way that the safety and attractiveness of cycling and walking are not compromised. This may include removing parking in some places where the safety of cyclists and pedestrians is a concern."
48. A parking survey was carried out on Monday 3 November 2008 between the hours of 8:00 am and 6:00 pm. Detail is given in Attachment 3.
49. It can be seen from Table 1 in Attachment 3 that the occupancy rate for the on street parking outside the caravan sales yard on Lincoln Road (section 5) is among the lowest of the sections. The maximum occupancy rate of the six P30 parking spaces outside the caravan yard throughout the duration of the survey was 50%. It can thus be concluded that the caravan sales yard does not currently require the six parking spaces currently provided.
50. Table 1 also clearly shows that the parking spaces in the surrounding area have sufficient available capacity to cater for the parking demand of section 5 if these spaces were to be removed.

Cycle provision

51. Cycle lanes are currently provided on Lincoln Road. Christchurch City Council count data indicates an average cycle traffic volume of approximately 600 cyclists per day (i.e. 300 cyclists per day in each direction) this puts it among the city's most highly trafficked routes in terms of cycling.
52. For the option development, it was intended that the current level of provision should be continued, regardless of the traffic signals installation. It is also acknowledged that, due to current council legislation, removal of the existing cycle lanes would require a special consultative procedure.
53. The cycle lanes through this section of road are existing, and therefore there is no requirement for a new Special Consultative Procedure. The existing cycle lanes will be formalised in the collective SCP that will deal with all existing cycle lanes in the city.

9 Cont'd.

OPTIONS AND ANALYSIS OF OPTIONS

Option 1a – remove parking (recommended option)

54. This option, an amendment of the option originally presented to the Spreydon/Heathcote Community Board on 21 October 2008, involves minimum changes to the current road layout and kerb alignments. The need for a right turn lane into Harman Street results in insufficient width across the corridor to accommodate vehicle lanes, on-road cycle lanes and parking, thus the parking was removed (in accordance with the Christchurch City Council Parking Strategy).
55. If a bus lane is later required for Lincoln Road, the section of Lincoln Road between Harman Street and Dickens Street in Option 1a will only accommodate a 3.2 metre bus/cycle lane, and although this is not optimal it is considered satisfactory as it will only be over a short stretch of road and adjacent stretches will be able to accommodate 4.2 metre bus lanes and thus cyclists or buses will not cause each other excessive delays. Because of the different widths, the shared bus/cycle lane for Option 1a would not be able to be converted to a part time parking/cycle lane.
56. Option 1a provides for three spaces with P30 time-restricted parking along the north east side of Harman Street and for another three spaces with P30 time restricted parking along both sides of Dickens Street near to Lincoln Road. The nine time restricted car parks, along with the seven new spaces created by the removal of the zebra crossing on Lincoln Road, will enable frequent parking turnover and deter commuter parking in that area so as to optimise opportunities for customer parking for local businesses.

Option 2 – widen carriageway – not recommended

57. The second option requires the relocation of the kerb on the south east side of Lincoln Road for the entire section between Dickens Street and Harman Street to allow for parking on the south east side plus on-road cycle lanes. This layout could, in the future, be converted to allow for a 4.2 m part time shared bus/cycle lane that, during off-peak times, can be used as a parking plus cycle lane.
58. However, this option is not recommended as it is considered to be inferior to Option 4 regarding safety. The recent Safety Audit states: Option 2 allows parking along the eastern side of Lincoln Road in the block from Dickens Street to Harman Street. The consequence of allowing parking along the full length of the block is that the traffic lanes in both directions become squeezed to such an extent that they may become a hazard. The straight through lane widths would be 3.2 metres and 2.9 metres wide and the right turn lane between them would be 2.7 metres wide. Lincoln Road is an arterial road with high traffic volumes and a significant amount of heavy vehicles. Marking all three lanes at or below minimum standard widths in this busy environment would be unsafe.
59. Option 2 would also involve capital expenditure of \$85,000 for which there is no available source of funding (subject to outcome of legal review). This cost is partly due to the presence of a fibre optic cable that is located close to the current kerb and would be located under the parking area if Option 2 were implemented.
60. It is not considered likely that the developer can be required to pay for this part of the project as the kerb realignment is not required for the operation of the traffic signals. A legal opinion from Council is still pending at the time of writing this report.

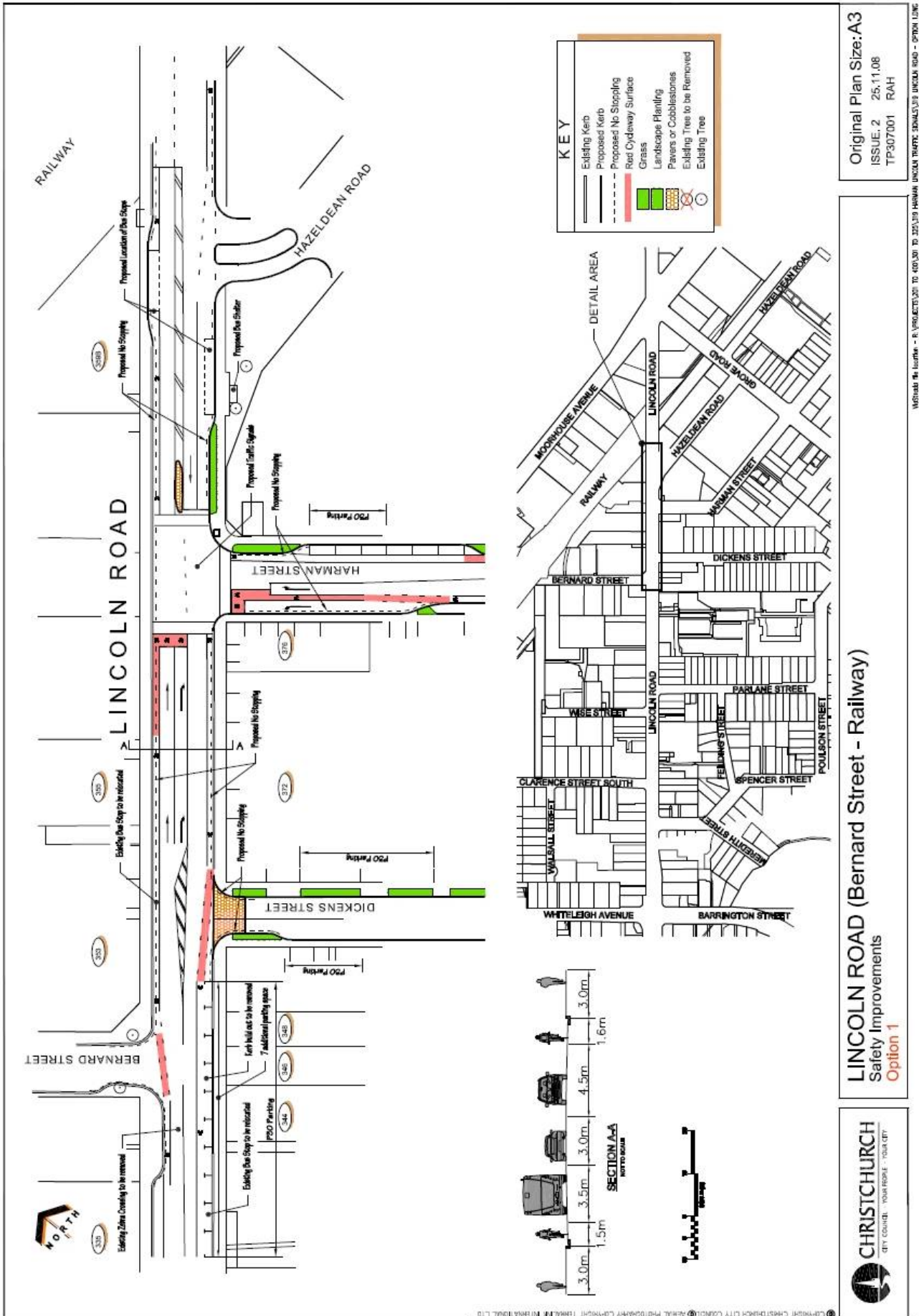
9 Cont'd.

61. Senior Council staff consider that it would be premature to select this option in advance of planning for Bus Priority for this corridor, scheduled to begin after 1 July 2010. At that time, should a part time shared bus and cycle lane be considered optimal in this situation, it is possible that funding could be allocated from the relevant bus priority budget.

Option 4 – shortened right turn bay – recommended only as second choice

62. In 2007, prior to any modelling of the intersection or development of signal operations, a scheme plan for the intersection was produced and approved by Council. This scheme plan was similar to that presented as option one but had a shorter right turn bay for the right turn from the south west approach of Lincoln Road into Harman Street; because of this it was possible to provide two parking spaces on the south west side of Lincoln Road whilst still providing an on-road cycle lane.
63. When modelling was performed on the 2007 version of this scheme, it was predicted that a longer right turn bay would be required to best cater for the flows estimated by Christchurch City Council staff. Hence the layout was modified and resulted in the length of the right turn bay presented in Options 1a and 2. This scheme has now been revised with some changes including the layout at Harman Street and the relocation of bus stops due to Environment Canterbury's rerouting of bus service number 19). The revision is shown here as Option 4.
64. Option 4 still allows some parking on Lincoln Road between Dickens Street and Harman Street without compromising provision for other users. Like option 1a, Option 4 would accommodate a 3.2 metre bus/cycle lane when future bus priority measures are implemented. If this occurs the parking spaces would be removed. It would not be possible to convert the bus/cycle lane into a parking/cycle lane during off-peak times due to the width.
65. While it is expected that the shortened right turn bay provided in option four will affect the intersection's efficiency it is an option to implement this solution and monitor its performance. Then, when future bus priority measures are introduced, this section of road can be redesigned to enable better movement of all traffic.
66. The result of having a right turn bay of insufficient length is that the right turn queue will extend into the through lane and block through traffic, preventing it from progressing through the intersection during its available time. This causes longer queues to form and is undesirable for the efficiency of the intersection, and for Lincoln Road as an arterial link. It may also cause some safety concerns as drivers wishing to travel straight through may become frustrated that, although they are given a green light, they cannot progress through the intersection because they are blocked by a queue of right turners. This may cause them to take evasive action and perform unsafe manoeuvres either to try to pass the queued right turners or to turn off Lincoln Road in search of a better route.
67. The recent Safety Audit states: Option 4 allows only two parking spaces north of Dickens Street. The cross section shows that lane widths at the intersection are not narrowed significantly. There is sufficient room for the right turn lane to develop before the intersection without significantly impacting on the lane widths. The lane widths will meet the requirements of traffic on this road. **Safety Auditor's Recommendation:** *Option 4 appears to be the safer alternative to accommodate parking on Lincoln Road.*
68. The traffic planner and traffic engineers involved in predicting the traffic volumes and modelling the intersection's likely behaviour have much experience and have put careful consideration into the processes however any model is just an attempt to approximate reality. It is possible that the intersection will function with a shortened right turn bay.
69. Given this, and the fact that Options 1a and 2 are each undesirable from certain perspectives (Option 1a in terms of parking provision, Option 2 in terms of cost of construction) officers suggested that Option 4 should be considered as a second choice if Option 1a were not to be recommended to Council.

Clause 9– Attachment 1 – Option 1a



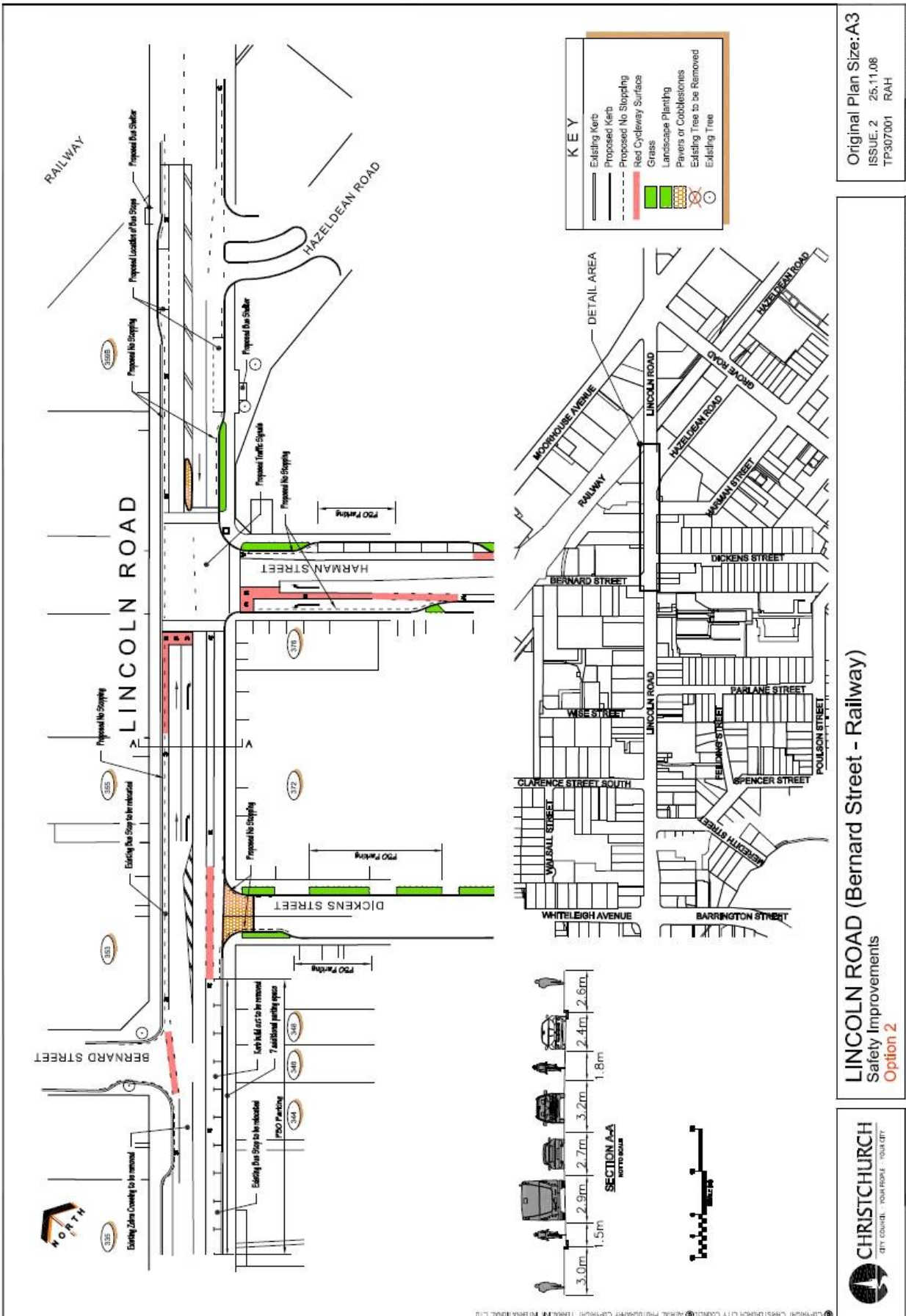
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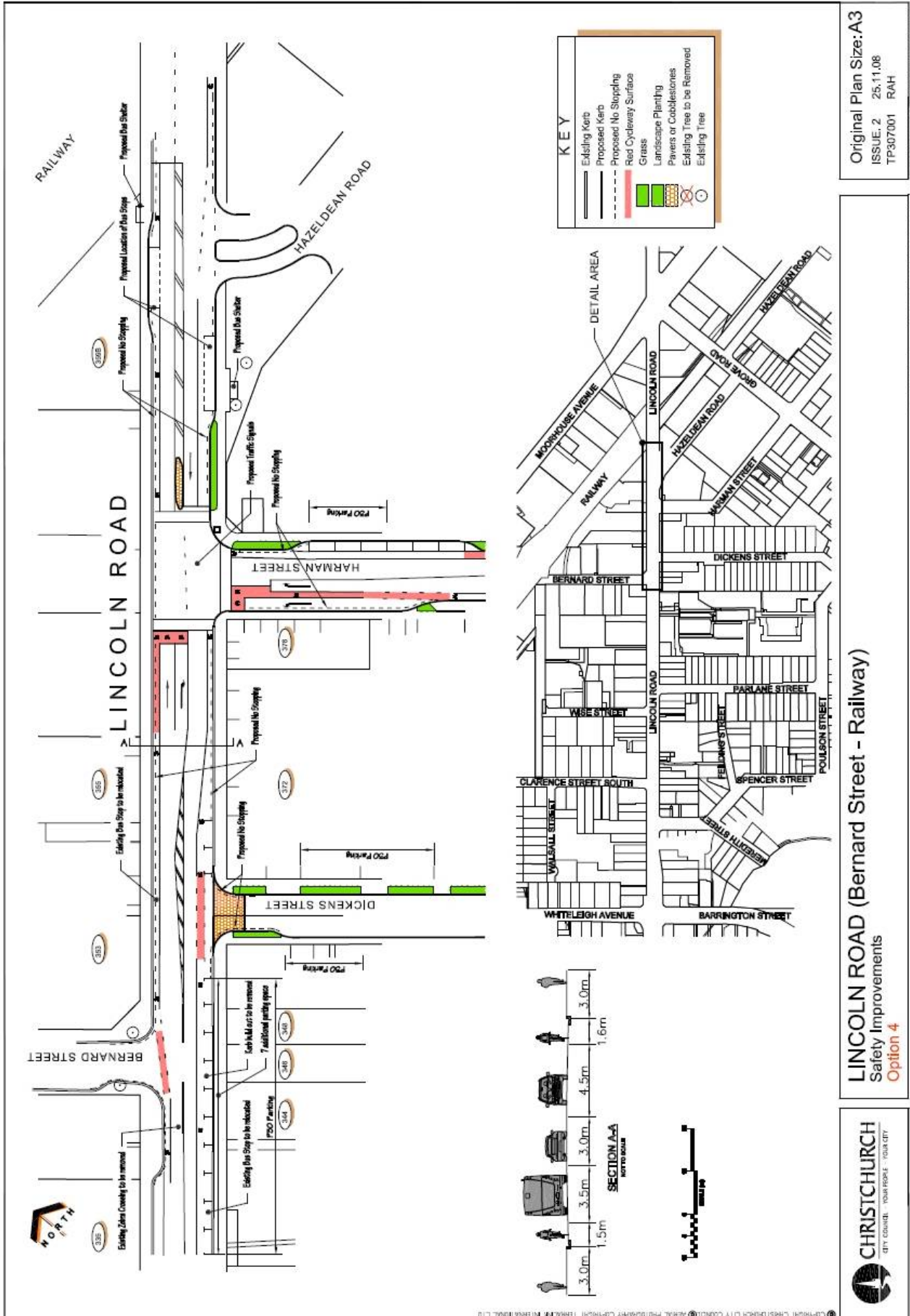
LINCOLN ROAD (Bernard Street - Railway)
 Safety Improvements
 Option 1



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CLAUSE 9 - ATTACHMENT 2 – OPTION 2 AND OPTION 4





Lincoln Road Harman Street Intersection Signalisation

Parking Survey

A parking survey was carried out on Monday 3 November 2008 between the hours of 8:00 am and 6:00 pm. The survey area comprised 11 sections and included the stretch of Lincoln Road from Hazeldean Street to halfway between Dickens Street and Parlane Street, the stretch of Harman Street from Lincoln Road to Grove Road, the stretch of Dickens Street from Lincoln Road to Poulsen Street and the stretch of Bernard Street from Lincoln Road to Walsall Street. The survey recorded the first three characters of number plates of vehicles parked in parking spaces in the survey area at half hourly intervals to determine the average occupancy rates and stay lengths for each of the 11 sections. The following table summarises the results of the survey for the 11 sections, geographic detail is given in Appendix 1.

Table 1 : Parking survey summary

Section	Parking Provisions	Occupancy Rate	Average Stay (h)
1	2 P30, 17 NR	50%	7.0
2	7 NR	43%	4.8
3	36 MR	46%	5.4
4	5 P60, 33 NR	42%	3.6
5	6 P30	18%	0.8
6	47 NR	21%	3.6
7	38 NR	14%	2.5
8	3 NR	9%	0.5
9	4 NR	53%	2.0
10	23 NR	40%	2.5
11	27 NR	43%	4.3

It can be seen from Table 1 that the occupancy rate for the on street parking outside the caravan sales yard on Lincoln Road (section 5) is among the lowest of the sections.

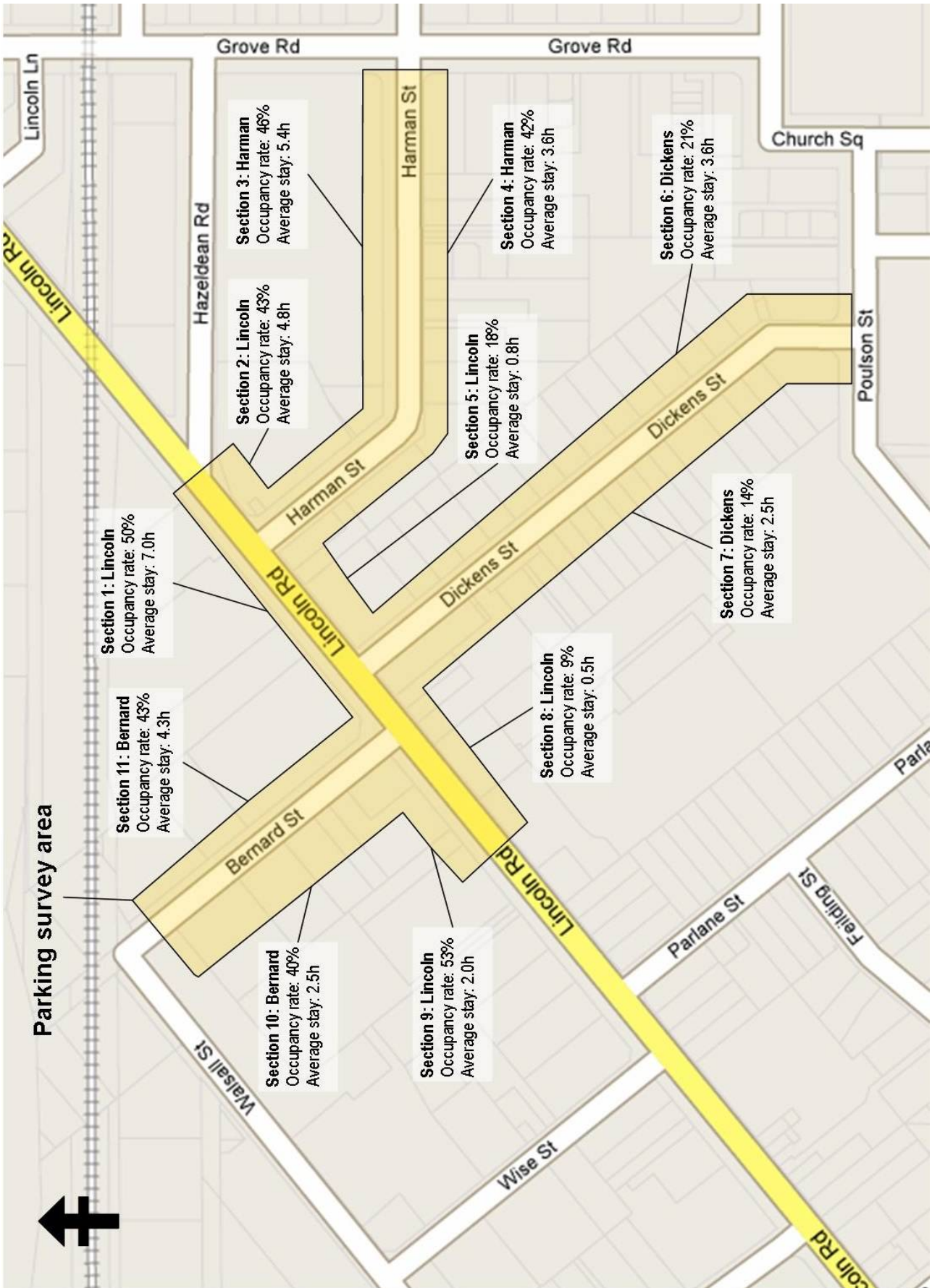
The average occupancy rate (as seen in Table 1) of the six P30 parking spaces outside the caravan yard throughout the duration of the survey was 18 percent.

At no time were more than three of the six P30 parking spaces outside the caravan yard occupied, throughout the duration of the survey.

It can thus be concluded that the caravan sales yard does not currently require the six parking spaces currently provided.

Table 1 also clearly shows that the parking spaces in the surrounding area have sufficient available capacity to cater for the parking demand of section 5 if these spaces were to be removed.

PARKING SURVEY DETAILS



10. APPLICATION TO SPREYDON/HEATHCOTE COMMUNITY BOARD YOUTH ACHIEVEMENT SCHEME – PATRICK WYNNE

General Manager responsible:	Michael Aitken, General Manager, Community Services, 941 8607
Officer responsible:	Recreation & Sports Unit Manager
Author:	Maggie Button, DDI 941 5107

PURPOSE OF REPORT

1. The purpose of this report is to seek Community Board approval for funding an applicant from the 2008/2009 Spreydon/Heathcote Youth Achievement Scheme.

EXECUTIVE SUMMARY

2. Funding is being sought by Patrick Wynne, a 14 year old boy who lives in Cashmere and attends Christ's College. He is a member of the Wharenui Swim Club Development squad which plans to travel to Melbourne for the Victoria State Championships at the beginning of January 2009.

BACKGROUND ON PATRICK WYNNE

3. Patrick has been a swim club member since he was eight years old and for the last three years has been swimming competitively. He has recently qualified for the New Zealand age group championships and will take part in the 50 metre backstroke in Wellington next March and is hoping to qualify for more events over the coming months.
4. The Wharanui Swim club is taking its development squad of 18 swimmers to the Victorian Age group championships in Melbourne. For these championships Patrick has qualified for the 100 metre and 200 metre butterfly and 100 metre backstroke. This is a great opportunity for him to get "international" competition experience.
5. His training requires dedication and the commitment of six 90 minutes training sessions a week. The coach says Patrick is always punctual, polite and popular with the squad members

FINANCIAL IMPLICATIONS

6. This is the first time the applicant has applied for funding, and other members are applying to their respective community boards.
7. The club estimates that each swimmer will have to find \$1,362 to cover, airfares, transport, food & accommodation.

Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?

8. Yes, Democracy and Governance section page 113, 115.

LEGAL CONSIDERATIONS

9. There are no legal issues to be considered.

Have you considered the legal implications of the issue under consideration?

10. Not applicable.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

11. Yes, Democracy and Governance section, page 113, 115, community Board objectives 5 and 9.

10 Cont'd.

Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?

12. Yes, as mentioned above.

ALIGNMENT WITH STRATEGIES

13. Physical Recreation and Sport Strategy.

Do the recommendations align with the Council's strategies?

14. Yes.

CONSULTATION FULFILMENT

15. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Spreydon/Heathcote Community Board allocate \$250 from the 2008/2009 Youth Achievement Scheme to Patrick Wynne towards costs incurred as a member of the Wharenui Swim School Development Squad attending the Victorian Age group championships in Australia in January 2009.

CHAIRPERSONS RECOMMENDATIONS

That the staff recommendation be supported.

11. APPLICATION TO SPREYDON/HEATHCOTE COMMUNITY BOARD YOUTH ACHIEVEMENT SCHEME – THOMAS PEARCE

General Manager responsible:	Michael Aitken, General Manager, Community Services, 941 8607
Officer responsible:	Recreation & Sports Unit Manager
Author:	Maggie Button, DDI 941 5107

PURPOSE OF REPORT

1. The purpose of this report is to seek Community Board approval for funding an applicant from the 2008/2009 Spreydon/Heathcote Youth Achievement Scheme.

EXECUTIVE SUMMARY

2. Funding is being sought by Thomas Pearce, a 19 year old boy who has been selected to represent New Zealand in the 2009 Junior World Short Track Speed Skating Championships in Montreal, Canada, at the beginning of January. He also needs to raise funds for the 2009 Australian Youth Olympic Festival held two weeks later in Sydney.
3. In 2005 he received \$500 funding from the S/H community board for assistance as a member of the NZ National Junior Cycling team.

BACKGROUND ON THOMAS PEARCE

4. Thomas Pearce is a talented athlete who lives in St Martin's and has competed for New Zealand at a Junior level in both cycling and speed skating and who is now concentrating solely on speed skating with an ultimate goal to represent NZ at the Winter Olympics.
5. He has been involved in speed skating competition for 2 ½ years, has been the NZ champion for his age group and still holds 4 New Zealand records. He represented NZ at the Junior worlds in Italy in January 2008 and although still a junior he has been voted to join the senior ranks.
6. His referee says his commitment, dedication and work ethic have been his driving force in achieving his goals, and that he is a great 'people person' and helps younger skaters at the club level.
7. Currently Thomas is training in Korea with a Korean coach who says he has great potential and they are seeking good results from competing in his first two worlds cup events in Beijing and Nganos at the end of November & beginning of December.
8. The costs incurred for the family have been considerable and they have had to re-mortgage their house to cover these expenses. The aim is for Thomas to get the results to become a carded athlete which will eventually lead to financial assistance from SPARC. To qualify for this he must show reasonable results from competing in world cup events.

FINANCIAL IMPLICATIONS

9. The applicant is requesting \$4,100 assistance for Airfares only – this is a return ticket, New Zealand, Montreal, Sydney, Christchurch.
10. Thomas has received \$2,000 from the Hadley Foundation and been declined by the gaming Trusts.

EXPENSES FOR Thomas Pearce	Costs
Airfares	\$4,100
Amount raised by applicant to date	\$2,000
Balance of funds to raise for Airfare	\$2,100

11 Cont'd.

Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?

11. Yes, Democracy and Governance section page 113, 115.

LEGAL CONSIDERATIONS

12. There are no legal issues to be considered.

Have you considered the legal implications of the issue under consideration?

13. Not applicable.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

14. Yes, Democracy and Governance section, page 113, 115, community Board objectives 5 and 9.

Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?

15. Yes, as mentioned above.

ALIGNMENT WITH STRATEGIES

16. Physical Recreation and Sport Strategy.

Do the recommendations align with the Council's strategies?

17. Yes.

CONSULTATION FULFILMENT

18. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Spreydon/Heathcote Community Board allocate \$600 from the 2008/2009 Youth Achievement Scheme to Thomas Pearce towards costs incurred to represent New Zealand in the 2009 Junior World Short Track Speed Skating Championships in Canada, and the 2009 Australian Youth Olympic Festival in Sydney.

CHAIRPERSONS RECOMMENDATIONS

That the staff recommendation be supported.

12. APPLICATION TO SPREYDON/HEATHCOTE COMMUNITY BOARD YOUTH ACHIEVEMENT SCHEME – LAUREN MCNICOL

General Manager responsible:	Michael Aitken, General Manager, Community Services, DDI 941 8607
Officer responsible:	Recreation & Sports Unit Manager
Author:	Maggie Button, DDI 941 5107

PURPOSE OF REPORT

1. The purpose of this report is to seek Community Board approval for funding an applicant from the 2008/2009 Spreydon/Heathcote Youth Achievement Scheme.

EXECUTIVE SUMMARY

2. Funding is being sought by Lauren McNicol a 13 year old girl who lives in Cashmere and attends Cashmere High School. Lauren has been selected as a member of the Under 15 Pacific Basketball team which is travelling to Australia in January to take part in the Sydney Cup and Port Macquarie slam tournament.

BACKGROUND ON LAUREN MCNICOL

3. Lauren McNicol is a representative of those players who start sport at a young age and discover a passion. She began playing miniball as a six year old and for the last four years has been playing for Canterbury in the U12, U13, U14, U15 and now has qualified for a South Island U15 team. Her talent has been recognised at Cashmere High School where she started playing for the U17 team in her first year at the school.
4. The pacific basketball tour is a cooperative initiative of the South Island regional Basketball Associations of Nelson, Marlborough, North Canterbury, Canterbury, Mid-Canterbury, South Canterbury, North Otago, Central Otago Eastern Southland, Southland, South Westland, Westland, West Coast, and Buller Associations.
5. The chairman of the Canterbury Junior Advisory group says she is a promising player who although only 13 years will be a strong contender for the starting five in the national bid for the under 15's next year.
6. To raise funds Lauren has been selling cookies and having a garage sale.

FINANCIAL IMPLICATIONS

7. This is the first time the applicant has applied for funding.
8. Basketball Pacifica indicate that each player will have to find \$3,155.

Break down of expenses

Aifares & taxes	\$1,080.00
Meals & accommodation	\$1,055.00
Ground transport	\$303.00
Uniforms	\$175.00
Facility hire for practice sessions	\$136.00
Insurance	\$45.00
Admin	\$131.00
Entry fees	\$230.00
Total expenses	\$3,155.00
Less fund raising \$314	
Balance of funds to raise	\$2,841.00

12 Cont'd.

Do the Recommendations of this Report Align with 2006-16 LTCCP budgets?

9. Yes, Democracy and Governance section page 113, 115.

LEGAL CONSIDERATIONS

10. There are no legal issues to be considered.

Have you considered the legal implications of the issue under consideration?

11. Not applicable.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

12. Yes, Democracy and Governance section, page 113, 115, community Board objectives 5 and 9.

Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?

13. Yes, as mentioned above.

ALIGNMENT WITH STRATEGIES

14. Physical Recreation and Sport Strategy.

Do the recommendations align with the Council's strategies?

15. Yes.

CONSULTATION FULFILMENT

16. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Spreydon/Heathcote Community Board allocate \$250 from the 2008/2009 Youth Achievement Scheme to Lauren McNicol towards costs incurred as a member of the U15 Basketball Pacific South tour to Sydney and Port Macquarie in January 2009.

CHAIRPERSONS RECOMMENDATIONS

That the staff recommendation be supported.

13. SPREYDON/HEATHCOTE COMMUNITY BOARD RECESS COMMITTEE

General Manager responsible:	General Manager Regulation and Democracy Services, DDI: 941-8462
Officer responsible:	Democracy Services Manager
Author:	Jenny Hughey, Community Board Adviser

PURPOSE OF REPORT

1. The purpose of this report is to seek the Board's approval to put in place delegation arrangements for matters of a routine nature (including applications for funding) normally dealt with by the Board, to cover the period following its last scheduled meeting for 2008 (being 16 December 2008) up until the Board resumes normal meetings proposed to commence in February 2009.

EXECUTIVE SUMMARY

2. During the period late December 2007 to February 2008 the Spreydon/Heathcote Community Board delegated its authority to a Recess Committee comprising the Board Chairperson and two Board members.

STAFF RECOMMENDATIONS

- (a) That a Recess Committee comprising the Board Chairperson and Deputy Chairperson (or their nominees) be authorised to exercise the delegated powers of the Board for the period following its 16 December 2008 meeting up until the Board resumes normal business proposed to commence in February 2009.
- (b) That the application of any such delegation be reported back to the Board for record purposes.

CHAIRPERSONS RECOMMENDATIONS

For discussion.

14. **COMMUNITY BOARD ADVISER'S REPORT**
15. **ELECTED MEMBERS INFORMATION EXCHANGE**
16. **MEMBERS QUESTIONS**