



Christchurch City Council

SHIRLEY/PAPANUI COMMUNITY BOARD AGENDA

WEDNESDAY 19 NOVEMBER 2008

AT 5.30PM

**IN THE BOARDROOM
PAPANUI SERVICE CENTRE
CORNER LANGDONS ROAD AND RESTELL STREET**

Community Board: Pauline Cotter (Deputy Chairperson), Ngaire Button, Aaron Keown, Matt Morris, Yvonne Palmer and Norm Withers

Community Board Adviser

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1. APOLOGIES

2. CONFIRMATION OF MEETING MINUTES – 15 OCTOBER 2008

The minutes of the Board's ordinary meeting of 15 October 2008 are **attached**. The minutes of the public excluded session have been circulated separately.

CHAIRPERSON'S RECOMMENDATION

That the minutes of the Board's ordinary meeting of 15 October 2008 (*both open and public excluded sections*) be confirmed.

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ATTACHMENT TO CLAUSE 2

**SHIRLEY/PAPANUI COMMUNITY BOARD
15 OCTOBER 2008**

**Minutes of a meeting of the Shirley/Papanui Community Board
held on Wednesday 15 October 2008 at 9.30am
in the Boardroom, Papanui Service Centre**

PRESENT: Megan Evans (Chairperson), Ngaire Button, Pauline Cotter, Aaron Keown, Matt Morris, Yvonne Palmer and Norm Withers.

APOLOGIES: An apology for early departure was received and accepted from Norm Withers who retired from the meeting at 11.10am and was absent for part of clause 1 and all of clauses 2, 10, 11, 12, 14, 18, 19, 20 and 21.

An apology for early departure was received and accepted from Megan Evans who retired from the meeting at 12.45pm and was absent for clauses 10, 11, 12, 19 and 20.

The Board reports that:

PART B - REPORTS FOR INFORMATION

1. WESTMINSTER SPORTS INC – PROPOSED LEASE

This matter was dealt with by a Chairperson's Report to the Council on 13 November 2008.

2. PROPOSED LAND EXCHANGE – BELFAST SCHOOL

This matter was dealt with by a Chairperson's Report to the Council on 13 November 2008.

3. BRIEFINGS

The Mayor and Chief Executive Officer advised the Board on the implications for Community Boards of the 2009-19 LTCCP Capital Programme.

4. COMMUNITY SERVICES AND EVENTS COMMITTEE – MINUTES OF 9 SEPTEMBER 2008

The Board **received** for information the confirmed minutes of the Community Services and Events Committee meeting of 9 September 2008 and noted the following decisions had been made under delegated authority.

4.1 CONFIRMATION OF MINUTES

The Committee confirmed the minutes of the Community Services and Events Committee's ordinary meeting of 12 August 2008.

4. Cont'd

4.2 CANTERBURY COOK ISLAND SPORTS ASSOCIATION INC

The Committee considered a report seeking funding to assist with regular cultural activities and the Annual Sports Weekend to be held in November 2008.

The Committee **resolved**:

- (a) to allocate a grant of \$2,500 from the 2008/09 Discretionary Response Fund to the Canterbury Cook Island Sports Association Incorporated to assist with regular cultural activities and the Annual Sports Weekend.
- (b) that the Board appoint a Board liaison person to assist the Canterbury Cook Island Sports Association Inc.

4.3 SHIRLEY PAPANUI YOUTH DEVELOPMENT FUND – REQUEST FOR FUNDING

The Committee considered a report presenting applications for funding from the Youth Development fund in the 2008/09 financial year to enable five students to attend a Rock Solid camp.

It was **resolved** that the Board approve a total of \$100 from the Shirley/Papanui 2008/09 Youth Development Fund to enable Kathy Briden, Hannah Britten, Natasha Cayless, Jenna Gilling and Courtney Bowden to attend the Rock Solid camp

5. EXTRAORDINARY COMMUNITY SERVICES AND EVENTS COMMITTEE MINUTES – 23 SEPTEMBER 2008

The Board **received** for information the confirmed minutes of the Extraordinary Community Services and Events Committee meeting of 23 September 2008 and noted the following decisions had been made under delegated authority.

5.1 NEIGHBOURHOOD WEEK – CONSIDERATION AND ALLOCATION OF 2008/09 FUNDS

The Committee considered a request to make decisions on the applications made to the Shirley/Papanui Neighbourhood Week fund for 2008.

The Committee **resolved** to base the allocation of funds on a maximum of \$2.50 per head or a minimum total of \$50.

The Committee **resolved** that grants be made as outlined in the table below:

No.	Group	Project	Amount Allocated	Committee Discussion
1	Jonathan Allan	Lunchtime BBQ.	\$100	
2	Amberlee Allison	To invite all the neighbours to an afternoon tea, meet and greet at our house.	\$100	
3	Karen Andrews	Community Guy Fawkes Display and BBQ.	\$125	
4	Catherine Blummont	Hire a skip to tidy up the alley between #10 and #12 Freebairn Street. This is an old entrance to Redwood Primary School.	\$115	

ATTACHMENT TO CLAUSE 2

5. Cont'd

No.	Group	Project	Amount Allocated	Committee Discussion
5	Adrian Brunt	Cranford Neighbourhood Day. The programme for the event is still being finalised but will include: Outside: Beat the Goalie Competition; Kick Ups Competition; Face Painting; Children's Balloons; Giant Netball; Bouncy Castle; Apple Dip etc. Inside: Cranford has Talent Competition; Karaoke; History of the Cranford Centre Display. Food: Sausage Sizzle; Candy Floss; Café Facilities.	\$200	
6	Sharyn Burnett	Cleanup around Macfarlane Park and surrounding streets.	\$240	
7	Annette Buxton	Annual Raft Race.	\$250	
8	Dianne Campbell	Lunch at the Papanui Club.	\$50	
9	Betty Chapman	BBQ Tea. Possible four wheel drive around area.	\$100	
10	Ana Connor	Sausage sizzle/BBQ at our local reserve with activities (sack races/bouncy castle etc).	\$150	
11	Michael Cooke	Shirley Light Party 08.	\$500	
12	Bill Delaney	Neighbourhood BBQ. Parish will supply BBQ, meat, bread, sauce, fruit, drink (no alcohol).	\$150	
13	Jane and Bill Demeter	Ice Cream Party at the Champion Street Reserve pocket park on the 2 nd block of Champion Street (done 2 years ago).	\$100	
14	Jo Dickson	Build own Burger, play petanque in garden (weather permitting).	\$100	
15	Maureen Donovan	Christmas street BBQ, 38 households, lollie scramble for kids, soft drinks, Christmas cake, chips, nibbles and Father Christmas attends.	\$100	
16	Michelle Eder	Sausage Sizzle for Glasnevin Subdivision residents with organised games and lolly scramble for children.	\$250	

ATTACHMENT TO CLAUSE 2

5. Cont'd

No.	Group	Project	Amount Allocated	Committee Discussion
17	Kathryn English	Sunday evening dinner. For several years we have had BBQ/pizza in Marble Wood Reserve so thought we'd try something different and being indoors aren't reliant on weather.	\$100	
18	Jim Fraser	BBQ.	\$100	To have discussion with Michael Patrick (item 44) – same street.
19	Colleen Gallagher	Afternoon tea, meet new neighbours.	\$100	
20	Drew Garden	Street BBQ.	\$50	
21	Helen Gee	BBQ Tea.	\$75	
22	Carol Guise	Street BBQ.	\$100	
23	Mary Harrow	Sunday afternoon tea/wine and snacks for 21 households on St Albans Street end of Bristol Street. Each person to speak about themselves for 5 mins plus general mingling.	\$75	
24	Felicia Hass	Street gets together.	\$75	
25	Christoph Hensch	(Off) street festival-type of event for residents and families with children, featuring musicians, children's activities (face painting etc), info stalls, tea/coffee (food?).	\$300	
26	Carla Heritage	BBQ get-together for all residents of Abberfield Lane.	\$75	
27	Moazzem Hossain	BBQ, drinks, playing, friendly talking, tea, coffee and cake.	\$50	
28	Lindsay Johnston	To invite neighbours from St James Avenue, Dalriada Street, Bellvue Avenue and Windermere Road to our place for a 'Get-together BBQ'. We intend having activities for small children (face painting, balloon animals, clowning) and for teenagers (garage disco) with adults being involved as they want or just having a sit around and a 'chin wag' around the BBQ.	\$225	

ATTACHMENT TO CLAUSE 2

5. Cont'd

No.	Group	Project	Amount Allocated	Committee Discussion
29	Malcolm Johnston	BBQ.	\$50	
30	Carolyn Jones	Picnic/BBQ for residents of Harrys Way and Gwen Place. To meet the 'new' and catch up with the 'old'. Better enabling us to be there for each other.	\$125	
31	Jorden Kear	Street party, BBQ (sausage sizzle for kids, adults BYO food and drink), drinks for kids, lolly scramble, treasure hunt, "boat" race (kids to race "boats" in the stream). Neighbours may put in funds to cover cost of hire of bouncy castle – meeting to agree to this cost. Adults pay all own food costs.	\$150	
32	Valerie Lather	To use a large skip for rubbish for all concerned.	\$90	
33	Jennifer Leahy	Street Afternoon tea.	\$200	
34	Jennifer Leahy	Market Day – car boot stalls and children's stalls in school hall.	\$0	School PTA – not part of Neighbourhood Week criteria.
35	Russell Lewis	Pot luck dinner	\$75	
36	Nicola Lough	BBQ.	\$80	
37	Kirsty May	BBQ.	\$160	
38	Fiona Moloney	BBQ at the end of the street.	\$60	
39	Jackie Moore	Lunch time BBQ street party.	\$75	
40	Keith and Christine Moyes	BBQ get-together.	\$100	
41	Richard Muir	Street BBQ for around 16 houses in Dunbarton Street.	\$75	
42	Amanda Murray	Get-together and BBQ. Maybe a game of cricket/gumboot throwing etc.	\$50	
43	Denise Norriss	Street BBQ.	\$100	

ATTACHMENT TO CLAUSE 2

5. Cont'd

No.	Group	Project	Amount Allocated	Committee Discussion
44	Michael Patrick	BBQ and pot luck style get-together with games for children, volleyball, table tennis for all ages and indoor games.	\$0	Declined as there is already a funding application from Jim Fraser for this street (item 18) – Michael Patrick to be requested to make contact with Jim Fraser.
45	Julie-Ann Pyatt/ Andrea Wilson-Tukaki	Family Fun Day.	\$300	
46	Kay Rainey	Garden Party to host a get-together of former school mates of 50 years ago (approx).	\$0	Declined as this was for a School Reunion which is not part of Neighbourhood Week criteria
47	Jane Read	Breakfast (as per last year).	\$75	
48	James and Amy Ridpath	Neighbours BBQ for 20 neighbours.	\$50	
49	Judith (Jude) Roche	Street BBQ and set up neighbourhood contact list.	\$100	
50	Andy Rogerson	Whole street get-together on Larch Place Reserve with bouncy castle and fun activities.	\$110	
51	Geoff Russell	BBQ with children's events etc.	\$100	
52	Janine Scheuber	BBQ get-together to welcome many new neighbours to our group.	\$75	
53	Jerry and Liz Schutte	Community skip day - free dumping of rubbish and we will pick up rubbish, also tea/coffee and sausage sizzler (all for free).	\$400	
54	Ray Smith	Melbourne Cup Day – BBQ Meal.	\$100	
55	Judith Stephenson	'Spring Into Action' – a street walk guided by longest street resident – "history and happenings".	\$30	
56	Nat Tatana	Pig on a Spit or Hangi with fun and games.	\$75	

ATTACHMENT TO CLAUSE 2

5. Cont'd

No.	Group	Project	Amount Allocated	Committee Discussion
57	Vanessa Taylor (Co-ordinator)	Meet your neighbours at "SWAP", an opportunity for neighbours surrounding the SWAP community house to introduce themselves to SWAP, see what work is being achieved in their neighbourhood, meet, greet and eat with other neighbours.	\$75	
58	Konstantin Tkatchenko	General Meeting, Pat Creasey speech, another guest speech if available, BBQ.	\$50	
59	Linda Topp	Pizza Night.	\$50	
60	Vicki Verschaffelt	Street BBQ – residents are asked to bring a salad/sweet etc to contribute.	\$60	
61	Gary L Watts	Neighbourhood BBQ, family fun day etc.	\$150	
62	John Watts Wallace	Street BBQ.	\$100	
63	Linley M Wilson	Street BBQ.	\$70	
64	Pam Yee-Schurr, Becky Conway and Lyn Gifford	BBQ street party, games for children, social gathering for adults.	\$100	
		Total Allocation:	\$7,415.	

It was further **agreed**:

- (i) That the Committee will receive and consider late applications.

5.2 YOUTH DEVELOPMENT SCHEME FUND APPLICATIONS

The Committee considered a report presenting several applications for funding from the 2008/2009 Youth Development Scheme.

The Committee **resolved**:

- (i) To allocate \$300 to Stephanie Gates from the 2008/2009 Youth Development Scheme to assist the cost of attending 10-Day Youth Development course on the Spirit of Adventure from 22 to 31 October 2008.
- (ii) To allocate \$500 to Michael Gudgeon from the 2008/2009 Youth Development Scheme to assist with his attendance at the World Forum on Social and Environmental Responsibility in Lille from 3 to 19 October 2008.

5. Cont'd

- (i) To allocate \$500 to Christopher Te Ariki Wiremu from the 2008/2009 Youth Development Scheme to assist with his representing New Zealand at the Pacific School Athletics Games to be held in Canberra Australia from 29 November to 7 December 2008.
- (ii) To allocate \$500 to Jesse Bryant from the 2008/2009 Youth Development Scheme to assist with his representing New Zealand at the Pacific School Athletics Games to be held in Canberra Australia from 29 November to 7 December 2008.

The Committee further **agreed:**

- (i) That staff be requested to research and report back on the use by the Council of Pub Charity funds.
- (ii) That staff be requested to arrange a visit by Sport and Recreation New Zealand (SPARC) representatives to explain their funding evaluation procedures.

6. GREENSPACE TRAFFIC WORKS MINUTES OF 15 SEPTEMBER 2008

The Board **received** for information the confirmed minutes of the Greenspace Traffic Works Committee meeting of 15 September 2008 and noted the following decisions had been made under delegated authority.

6.1 CONFIRMATION OF MINUTES

The Committee confirmed the minutes of the Greenspace Traffic Works Committee meeting of 18 August 2008, amendments to Clause 5 as follows:

Bullet point 4 – “A meeting with the Fendalton/Waimairi Community Board was requested to discuss a resolution of the issues with the Sawyers Arms Road/Gardiners Road Intersection.”

Bullet point 5 – correct the spelling of “Harewood”.

7. DEPUTATIONS BY APPOINTMENT

7.1 ROSS MAGUIRE, MARK NOONAN AND YVONNE PALMER – GRAHAM CONDON RECREATION AND SPORTS CENTRE WORKING PARTY

Mr Maguire, Mr Noonan and Mrs Palmer addressed the Board and outlined their recommendation to advocate that additional monies be set aside in the 2009/2019 Long Term Council Community Plan for traffic works proposed on Sissons Drive as part of the Graham Condon Recreation and Sports Centre project.

The Chairperson thanked the three presenters.

7.2 JOHN PIPE – WESTMINSTER SPORTS INC APPLICATION TO LEASE WESTMINSTER YARD SITE

Mr Pipe addressed the Board and raised concerns about the Westminster Sports Inc application to lease the Westminster yard site. His concerns were maintenance of residential privacy, what he believed were vague facts being presented in the report to the Board, the time frame, the state of grounds and facilities and their effect on health and safety, and car parking.

The Chairperson thanked Mr Pipe for his deputation.

8. PRESENTATION OF PETITIONS

Nil.

9. NOTICE OF MOTION

Pursuant to Standing Order 3.10, the following notice of motion, moved Megan Evans, seconded Yvonne Palmer, had been received:

GRAHAM CONDON RECREATION AND SPORTS CENTRE PROJECT

“That as part of the Graham Condon Recreation and Sports Centre project, the Board requests that urgent traffic counts on Sissons Drive be taken.”

The Board **agreed** that staff be requested to provide this information.

10. CORRESPONDENCE

The Board **received** the following correspondence:

10.1 **Don and Dianne McCormack** – Problem with trees in the Sisson Reserve.

10.2 **Christchurch North Presbyterian Parish** - St Lukes Presbyterian Church – requesting assistance to meet resource consent costs for a sign.

The Board **agreed** that staff be requested to investigate alternatives to assist the Christchurch North Presbyterian Parish with the resource consent costs for a sign and that the parish be advised accordingly.

10.3 **Haines Planning Consultants Limited** – Styx Centre, proposed District Plan Change 22

10.4 **Tony Marryatt** – Annual Plan 2008/09 and 2008 Amendments to the Long Term Council Community Plan: Response to submission – circulated separately to members

10.5 **Ching Evans** – Banks Avenue Landscaping – circulated separately to members

It was **agreed** staff be requested to respond to the correspondence as required.

11. COMMUNITY BOARD ADVISER'S UPDATE

11.1 CURRENT ISSUES

The Board **received** updates from the Community Board Adviser on forthcoming Board related activities and projects over the coming weeks.

It was **agreed**:

- (a) That staff be requested to suggest suitable dates for the following meetings:
 - (i) A tour of the Groynes and Lake Roto Kohatu with the Plains Park Ranger, Arthur Adcock.
 - (ii) A joint seminar with the Fendalton/Waimairi and Shirley/Papanui Community Boards to receive information from staff on the traffic management proposals for the Sawyers Arms/Gardiners Road Intersection
 - (iii) A workshop with Jane Parfitt, the General Manager of the City Environment Group, and Ross Herrett, the Capital Programme Development Manager, to obtain the Board's input on the 2009/19 capital programmes for the ward.
- (b) That the Community Board meeting scheduled for 18 March 2009 be moved to avoid a conflict with a Mayoral function.

11. Cont'd

11.2 BOARD FUNDING UPDATE FOR 2007/08

As of 1 October the Board's Discretionary Response Fund had an unallocated balance of \$45,900 and the Youth Development Scheme Fund had an unallocated balance of \$8,840.

12. BOARD MEMBERS' INFORMATION EXCHANGE

12.1 MEMBERS' INFORMATION

Specific mention was made of the following matters:

- It was **agreed** that staff be requested to advise what roadworks are being done at the Innes Road/Cranford Street intersection.
- It was **agreed** that a media statement from the Board be released to The Mail and News Advertiser regarding the continuation of operation of the Redwood Library.

12.2 CHAIRPERSON'S REPORT

Information on the Chairperson's activities over the September/October 2008 period had previously been circulated.

13. BOARD MEMBER'S QUESTIONS

Nil.

14. CHARACTER HOUSING MAINTENANCE GRANTS

The Board considered a report requesting recommendation for the applications for a Character Housing Maintenance grant that they wish the Character Housing Grants Panel to consider.

The Board **agreed**:

- (a) That the information be received.
- (b) That the following list of applications be forwarded to the Character Housing Maintenance Grant Panel for consideration.
- (c) That a suggestion be made to the Panel to reconsider the criteria to allow for retrospective applications and also the timing of applications.

No.	Address	Committee Discussion
1	94 Mays Road	
2	183 Matsons Avenue	Megan Evans did not take part in discussion or voting on this property.
3	227 Geraldine Street	
4	38 Gosset Street	

14. Cont'd

No.	Address	Committee Discussion
5	71 Crystal Street	
6	27 Hawkesbury Avenue	
7	33 Vagues Road	
8	144 Winters Road	Receipt of Insurance details required
9	47 Forfar Street	
10	46 Mayfield Road	
11	172 Matsons Avenue	
12	16 Stapletons Road	Note: Ngaire Button and Aaron Keown recorded their voted against inclusion of this property.
13.	23 Gosset Street	

PART C - DELEGATED DECISIONS TAKEN BY THE BOARD

15. CONFIRMATION OF MINUTES – 17 SEPTEMBER 2008

The Board **resolved** that the minutes of its ordinary meeting held on 17 September 2008, be confirmed, with amendments to Clause 15 as follows:

“Ngaire Button, Yvonne Palmer and Norm Withers recorded their vote against clauses (a) and (d) of the motion.”

16. COURTENAY STREET/WESTMINSTER STREET (EAST) KERB AND CHANNEL RENEWAL/TRAFFIC CALMING

The Board considered a report requesting approval to proceed to final design, tender and construction of the Courtenay Street/Westminster Street (East) Kerb and Channel Renewal/Traffic Calming project and the associated Westminster Street (West) Traffic Calming project.

The Board **resolved**:

- (a) That the plan for the Courtenay Street/ Westminster Street (east) Kerb and Channel Renewal/Traffic Calming to proceed to final design, tender and construction be approved; and

16. Cont'd

- (b) That the following parking restrictions for the Courtenay Street/Westminster Street (east) Kerb and Channel Renewal/ Traffic Calming project be approved:

Remove existing no stopping

- (i) That all existing no stopping resolutions on the western side of Courtenay Street from Trafalgar Street to Westminster Street be revoked.
- (ii) That all existing no stopping resolutions on the southern side of Westminster Street from the western boundary of 90 Westminster Street to the western boundary of 60 Westminster Street.
- (iii) That all existing no stopping resolutions on the northern side of Westminster Street from the western boundary of 91 Westminster Street to the eastern boundary of 45 Westminster Street be revoked.
- (iv) That all existing no stopping resolutions on the eastern side of Roosevelt Avenue from Westminster Street to the southern boundary of 4 Roosevelt Avenue be revoked.
- (v) That all existing no stopping resolutions on the western side of Roosevelt Avenue from Westminster Street to the northern boundary of 1 Roosevelt Avenue be revoked.

New no stopping:

- (vi) That the stopping of vehicles be prohibited at any time on the eastern side of Courtenay Street commencing at its intersection with Trafalgar Street and extending 51 metres in a northerly direction.
- (vii) That the stopping of vehicles be prohibited at any time on the western side of Courtenay Street commencing 12 metres north of Trafalgar Street and extending 35 metres in a northerly direction.
- (viii) That the stopping of vehicles be prohibited at any time on the eastern side of Courtenay Street commencing 78 metres north of Trafalgar Street and extending 18 metres in a northerly direction.
- (ix) That the stopping of vehicles be prohibited at any time on the western side of Courtenay Street commencing 74 metres north of Trafalgar Street and extending 18 metres in a northerly direction.
- (x) That the stopping of vehicles be prohibited at any time on the eastern side of Courtenay Street commencing at its intersection with Westminster Street and extending 16 metres in a southerly direction.
- (xi) That the stopping of vehicles be prohibited at any time on the western side of Courtenay Street commencing at its intersection with Westminster Street and extending 13 metres in a southerly direction.
- xii) That the stopping of vehicles be prohibited at any time on the eastern side of Courtenay Street commencing 61 metres south of Westminster Street and extending 15 metres in a southerly direction.
- (xiii) That the stopping of vehicles be prohibited at any time on the western side of Courtenay Street commencing 56 metres south of Westminster Street and extending 15 metres in a southerly direction.
- (xiv) That the stopping of vehicles be prohibited at any time on the southern side of Westminster Street commencing at its intersection with Courtenay Street and extending 40 metres in a westerly direction.

16. Cont'd

- (xv) That the stopping of vehicles be prohibited at any time on the southern side of Westminster Street commencing at its intersection with Courtenay Street and extending 39 metres in an easterly direction.
- (xvi) That the stopping of vehicles be prohibited at any time on the southern side of Westminster Street commencing 60 metres east of Courtenay Street and extending 20 metres in an easterly direction.
- (xvii) That the stopping of vehicles be prohibited at any time on the northern side of Westminster Street commencing at its intersection with Roosevelt Avenue and extending 26 metres in a westerly direction.
- (xviii) That the stopping of vehicles be prohibited at any time on the northern side of Westminster Street commencing at its intersection with Roosevelt Avenue and extending 85 metres in an easterly direction.
- (xix) That the stopping of vehicles be prohibited at any time on the western side of Roosevelt Avenue commencing at its intersection with Westminster Street and extending 9 metres in a northerly direction.
- (xx) That the stopping of vehicles be prohibited at any time on the eastern side of Roosevelt Avenue commencing at its intersection with Westminster Street and extending 12 metres in a northerly direction.

New Parking Restriction

- (xxi) That the parking of vehicles be restricted to a maximum period of 10 minutes from 8am to 9.30am and 2.30pm to 3.30pm, on School Days on the eastern side of Courtenay Street commencing at a point 16 metres south from its intersection with Westminster Street and extending in a southerly direction for a distance of 16 metres.
 - (xxii) That the parking of vehicles be restricted to a maximum period of 10 minutes from 8am to 9.30am and 2.30pm to 3.30pm, on School Days on the southern side of Westminster Street commencing at a point 39 metres east from its intersection with Courtenay Street and extending in an easterly direction for a distance of 21 metres.
- (c) That the plan for Westminster Street (west) Traffic Calming project to proceed to final design, tender and construction; and
 - (d) That the following parking restrictions for the Westminster Street (west) Traffic Calming project and Rutland Street:

Remove existing no stopping

- (i) That all existing no stopping resolutions on the eastern side of Rutland Street from Westminster Street extending 10 metres in a northerly direction be revoked.
- (ii) That all existing no stopping resolutions on the southern side of Westminster Street from the eastern boundary of 8 Westminster Street to the eastern boundary of 58 Westminster Street be revoked.
- (iii) That all existing no stopping resolutions on the northern side of Westminster Street from the eastern boundary of 2 Gosset Street to the eastern boundary of 41 Westminster Street be revoked.
- (iv) That all existing no stopping resolutions on the western side of Carrington Street from Westminster Street extending 20 metres in a northerly direction be revoked.

16. Cont'd

- (v) That all existing no stopping resolutions on the eastern side of Carrington Street from Westminster Street extending 20 metres in a northerly direction be revoked.
- (vi) That all existing no stopping resolutions on the western side of Jacobs Street from Westminster Street extending 20 metres in a northerly direction be revoked.
- (vii) That all existing no stopping resolutions on the eastern side of Jacobs Street from Westminster Street extending 20 metres in a northerly direction be revoked.

New no stopping:

- (viii) That the stopping of vehicles be prohibited at any time on the eastern side of Rutland Street commencing at its intersection with Westminster Street and extending 15 metres in a northerly direction.
- (ix) That the stopping of vehicles be prohibited at any time on the southern side of Westminster Street commencing 20 metres west of Gosset Street (western kerb line) and extending 44 metres in an easterly direction.
- (x) That the stopping of vehicles be prohibited at any time on the southern side of Westminster Street commencing 16 metres west of Carrington Street (western kerb line) and extending 52 metres in an easterly direction.
- (xi) That the stopping of vehicles be prohibited at any time on the southern side of Westminster Street commencing 17 metres west of Jacobs Street (western kerb line) and extending 42 metres in an easterly direction.
- (xii) That the stopping of vehicles be prohibited at any time on the western side of Carrington Street commencing at its intersection with Westminster Street and extending 12 metres in a northerly direction.
- (xiii) That the stopping of vehicles be prohibited at any time on the eastern side of Carrington Street commencing at its intersection with Westminster Street and extending 12 metres in a northerly direction.
- (xiv) That the stopping of vehicles be prohibited at any time on the western side of Jacobs Street commencing at its intersection with Westminster Street and extending 10 metres in a northerly direction.
- (xv) That the stopping of vehicles be prohibited at any time on the eastern side of Jacobs Street commencing at its intersection with Westminster Street and extending 9 metres in a northerly direction.
- (xvi) That the stopping of vehicles be prohibited at any time on the northern side of Westminster Street commencing at its intersection with Carrington Street and extending 21 metres in a westerly direction.
- (xvii) That the stopping of vehicles be prohibited at any time on the northern side of Westminster Street commencing at its intersection with Carrington Street and extending 13 metres in an easterly direction.
- (xviii) That the stopping of vehicles be prohibited at any time on the northern side of Westminster Street commencing at its intersection with Jacobs Street and extending 18 metres in a westerly direction.

16. Cont'd

- (xix) That the stopping of vehicles be prohibited at any time on the northern side of Westminster Street commencing at its intersection with Jacobs Street and extending 16 metres in an easterly direction.

(Note: Aaron Keown voted against the resolution due to the budget required but was supportive of the design)

17. PROPOSED NAME CHANGE FOR HAZELWOOD TERRACE

The Board considered a report seeking approval to a change of name for a private right of way.

The Board **resolved** to approve a change of name for Hazelwood Terrace to Country Club Terrace.

18. APPLICATION TO THE BOARD'S YOUTH DEVELOPMENT SCHEME – JOSH BURGESS AND T'NEALLE WORSLEY

The Board considered a report seeking approval for two applications for funding from the Board's 2008/09 Youth Development Scheme.

The Board **resolved**:

To approve from the 2008/09 Youth Development Scheme, \$750 each to Josh Burgess and T'Nealle Worsley (a total of \$1,500) to enable them to attend the College Music Journal Festival (CMJ) and post festival tour to Germany and the United Kingdom from October to December 2008.

On being put to the meeting, the recommendation was declared **carried** on division No. 2 by 5 votes with 1 abstention, the voting being as follows:

For (5): Ngaire Button, Pauline Cotter, Megan Evans, Matt Morris, Yvonne Palmer

Abstained (1): Aaron Keown

Note: Division No.1 was recorded in the public excluded section of this meeting.

19. NEIGHBOURHOOD WEEK FUNDING 2008 – SECOND ROUND OF APPLICATIONS

The Board considered a report advising of late applications for Neighbourhood Week funding and to provide answers to questions raised when the Community Services and Events Committee considered the first round of funding applications.

Megan Evans retired from the meeting at 12.45pm and Pauline Cotter assumed the Chair.

The Board **resolved**:

- (a) That the updated information in respect to the Neighbourhood Week funding applications from Messrs Rogerson, Fraser and Patrick be received, and that the funding decisions already made for these three applications by the Community Services and Events Committee on 23 September 2008 be confirmed.
- (b) To give consideration to the late applications for Neighbourhood Week funding from Phil Gourdie, Natalie Cutler-Welsh, and Nio Teopenga.
- (c) That if there are any further late applications for Neighbourhood Week Funding all Board members to be e-mailed with details. If there is majority agreement on these applications the agreed funds will be allocated and retrospective ratification will be requested at the November meeting of the Shirley/Papanui Community Board.

19. Cont'd

It was further **resolved**:

That the following grants for Neighbourhood Week Funding be approved:

No.	Name	Project	Amount Allocated
1	Phil Gourdie, Styx Residents Association Inc	Neighbourhood BBQ.	\$400
2	Natalie Cutler-Welsh	Neighbourhood BBQ and bowling tournament at Shirley Bowling Club	\$100
3	Nio Teopenga, Pukapuka Community	Barbeque, games, get together	\$250
4	Dave Crean	Leander Street BBQ	\$150
5	Mr M Patrick	Sawtell Place, Nyoli Street, Prudhoe Lane, Sawyers Arms Rd and Vagues Road get together	\$150

20. ADJOURNMENT OF MEETING

At 12.55pm the Board **resolved** that the meeting stand adjourned and the meeting resumed at 1.15pm

21. RESOLUTION TO EXCLUDE THE PUBLIC

It was **resolved** that the resolution to exclude the public as set out on page 94 of the agenda be adopted.

The meeting concluded at 2.04pm.

CONFIRMED THIS 19TH DAY OF NOVEMBER 2008

**PAULINE COTTER
DEPUTY CHAIRPERSON**

3. **COMMUNITY SERVICES AND EVENTS COMMITTEE MEETING – MINUTES OF 26 SEPTEMBER 2008**



General Manager responsible:	General Manager Regulation and Democracy Services, DDI 941 8462
Officer responsible:	Democracy Services Manager
Author:	Peter Croucher, Community Board Adviser

PURPOSE OF REPORT

The purpose of this report is to present for information the following outcomes of the Community Services and Events Emergency Subcommittee meeting held on Friday 26 September 2008 at 9.30am.

The meeting was attended by Pauline Cotter (Chairperson), Megan Evans and Matt Morris.

PART C – REPORT ON DELEGATED DECISIONS TAKEN BY THE COMMITTEE

1. SHIRLEY PAPANUI YOUTH DEVELOPMENT FUND

The Subcommittee considered a report presenting applications for funding from the Youth Development fund in the 2008/09 financial year to enable two students to attend the National Basketball Championships.

The Committee **resolved**:

- (a) That Junior Heta Pouwhare be granted \$230 from the Shirley/Papanui Community Board's 2008/09 Youth Development fund to enable him to attend the National Basketball Championships being held in New Plymouth from 1 to 4 October 2008.
- (a) That Alex Kerr be granted \$230 from the Shirley/Papanui Community Board's 2008/09 Youth Development fund to enable him to attend the National Basketball Championships being held in New Plymouth from 1 to 4 October 2008.

The meeting concluded at 9.40am.

STAFF RECOMMENDATION

That the report be received.

DEPUTY CHAIRPERSON'S RECOMMENDATION

That the staff recommendation be adopted.

4. GREENSPACE TRAFFIC WORKS COMMITTEE MEETING – MINUTES OF 13 OCTOBER 2008

General Manager responsible:	General Manager Regulation and Democracy Services, DDI 941 8462
Officer responsible:	Democracy Services Manager
Author:	Peter Croucher, Community Board Adviser

PURPOSE OF REPORT

The purpose of this report is to present for information the following outcomes of the Greenspace Traffic Works Committee meeting held on Monday 13 October 2008 at 4.00pm.

The meeting was attended by Matt Morris (Chairperson), Pauline Cotter, Megan Evans, Aaron Keown, Yvonne Palmer and Norm Withers.

An apology for absence was received and accepted from Ngaire Button.

An apology for early departure was received and accepted from Norm Withers, who retired from the meeting at 4.40pm and was absent for clauses 3.3 to 3.6 and clauses 4, 5, 7 and 8.

PART C – REPORT ON DELEGATED DECISIONS TAKEN BY THE COMMITTEE

6. CONFIRMATION OF MINUTES – 15 SEPTEMBER 2008

The Committee **resolved** to confirm the minutes of the Greenspace Traffic Works Committee meeting of 15 September 2008, following an amendment to Clause 2(c), as follows:

“It was **agreed** that *City Street/Property Unit* staff be requested to consider additional information on the availability of the property at the northern corner of Sawyers Arms Road and Main North Road.”

7. NUMBERS 1 – 29 GRASSMERE STREET – KERB AND CHANNEL REPLACEMENT PROJECT

The Committee considered a report seeking approval for the Grassmere Street kerb and dish channel replacement project to proceed to final design, tender and construction, and also to new and replacement parking restrictions.

During discussion, staff undertook to consider ways of preventing illegal car parking on or beside the Grassmere Street traffic island.

The Committee **resolved**:

- (a) To approve the plan as shown on **Attachment 1** on the agenda for final design, tender and construction.
- (b) To approve the following parking restrictions:

No stopping to be revoked

- (i) That the no stopping restriction on the north side of Grassmere Street commencing at its intersection with Main North Road and extending 16 metres in an easterly direction be revoked.
- (ii) That the no stopping restriction on the north side of Grassmere Street commencing at a point 252 metres from its intersection with Main North Road and extending 36 metres in an easterly direction be revoked.
- (iii) That the no stopping restriction on the south side of Grassmere Street commencing at a point 243 metres east of its intersection with Main North Road and extending 43 metres in an easterly direction be revoked.

4. Cont'd

- (iv) That the no stopping restriction on the south side of Grassmere Street commencing at its intersection with Main North Road and extending 7 metres in an easterly direction be revoked.
- (v) That the no stopping restriction on the south east side of Main North Road commencing at its intersection with Grassmere Street and extending 8 metres in a south westerly direction be revoked.
- (vi) That the no stopping restriction on the east side of Main North Road commencing at its intersection with Grassmere Street and extending in 21 metres a southerly direction be revoked.

New no stopping

- (vii) That the stopping of vehicles be prohibited at any time on the north side of Grassmere Street commencing at its intersection with Main North Road and extending in an easterly direction for a distance of 21 metres.
- (viii) That the stopping of vehicles be prohibited at any time on the north side of Grassmere Street commencing at a point 244 metres from its intersection with Main North Road and extending in an easterly direction for a distance of 44 metres.
- (ix) That the stopping of vehicles be prohibited at any time on the south side of Grassmere Street commencing at a point 214 metres east of its intersection with Main North Road and extending in an easterly direction for a distance of 72 metres.
- (x) That the stopping of vehicles be prohibited at any time on the south side of Grassmere Street commencing at its intersection with Main North Road and extending in an easterly direction for a distance of 16 metres.
- (xi) That the stopping of vehicles be prohibited at any time on the east side of Main North Road commencing at its intersection with Grassmere Street and extending in a northerly direction for a distance of 21 metres.
- (xii) That the stopping of vehicles be prohibited at any time on the east side of Main North Road commencing at its intersection with Grassmere Street and extending in a northerly direction for a distance of 8 metres.

New Parking restriction

- (xiii) That the parking of vehicles be restricted to a maximum period of 120 minutes on the north side of Grassmere Street commencing at a point 47 metres from its intersection with Main North Road and extending in an easterly direction for a distance of 84 metres.
- (xiv) That the parking of vehicles be restricted to a maximum period of 120 minutes on the south side of Grassmere Street commencing at a point 136 metres from its intersection with Main North Road and extending in an easterly direction for a distance of 79 metres.

Move existing bus stop to new location

- (xv) That the existing bus stop be removed from its present location on the north side of Grassmere Street commencing 33 metres east of its intersection with Main North Road and extending 12 metres in an easterly direction.
- (xvi) That a bus stop be installed on the north side of Grassmere Street commencing at a point 22 metres from its intersection with Main North Road and extending 18 metres in an easterly direction.

4. Cont'd

8. EAST ELLINGTON DRIVE – PROPOSED “NO STOPPING” RESTRICTION

The Committee considered a report seeking approval for the installation of three sections of broken yellow “no stopping” lines on East Ellington Drive.

The Committee **resolved**:

- (a) That the stopping of vehicles be prohibited at all times on the south side of East Ellington Drive commencing at its intersection with Hills Road and extending in a westerly direction for a distance of 176 metres, to a point 6 metres west of the western kerb line of Holiday Drive.
- (b) That the stopping of vehicles be prohibited at all times on the north side of East Ellington Drive commencing at a point 31 metres east of its intersection with Holiday Drive and extending in an easterly direction around the bend to a point 15 metres west of the common boundary between properties No 6 and No 8.
- (c) That the stopping of vehicles be prohibited at all times on the west side of Hills Road commencing at its intersection with East Ellington Drive and extending in a southerly direction for a distance of 16 metres.
- (d) That the monitoring of speed and any crashes be reported to the Committee in October 2009.

The meeting concluded at 6.12 pm.

STAFF RECOMMENDATION

That the report be received.

DEPUTY CHAIRPERSON’S RECOMMENDATION

That the staff recommendation be adopted.



5. DEPUTATIONS BY APPOINTMENT

- 5.1 St Albans Centre and Residents Association – The Status of City Funding for Salaries at the St. Albans Community Centre.

6. PRESENTATION OF PETITIONS

Nil.

7. NOTICES OF MOTION

Nil.

8. CORRESPONDENCE

Nil.

9. BRIEFINGS

Nil.

10. COMMUNITY BOARD CODE OF CONDUCT

General Manager responsible:	General Manager Regulation and Democracy, DDI 941-8462
Officer responsible:	Peter Mitchell
Author:	Peter Mitchell

PURPOSE OF REPORT

1. At the Community Board Chairs and Staff Forum meeting, held on 5 September 2008, the attached draft Community Board Code of Conduct was discussed. **(Attachment A)**.
2. At that meeting it was agreed that a report would be prepared for each Community Board for consideration, and decision, by each Board regarding adoption of the revised Community Board Code of Conduct.

STAFF RECOMMENDATION

It is recommended that the Community Board adopt the revised Community Board Code of Conduct with immediate effect.

DEPUTY CHAIRPERSON'S RECOMMENDATION

That the staff recommendation be adopted.

10. Cont'd

BACKGROUND (THE ISSUES)

3. The Local Government Act 2002 requires that the Council adopt a Code of Conduct. There is no legal requirement for Community Boards to adopt a Code of Conduct.
4. In 2004, subsequent to the Council adopting a Code of Conduct, all 6 Community Boards in the former Christchurch City, and subsequently the 2 Peninsula Community Boards upon reorganisation with Banks Peninsula, adopted a Code of Conduct modelled on that adopted by the Council.
5. That Community Board Code of Conduct has remained in force since that time.

AUDITOR GENERAL REPORT

6. In 2006 the Auditor General carried out a report on Codes of Conduct adopted by Councils.
7. He went on the note:

'Overall, the material including Code meets our expectations. Most Codes contains guidance about the main topics we expect to see covered.

No Council's Code covers all the topics we mentioned in part 3 of this report. We consider that most Council's could benefit from a review of those topics, to see if any other matters that could easily be added to their own Code when they next review it..... we also consider that some Codes can be more thorough in explanations of:

- *The Local Government Official Information and Meetings Act 1987.*
- *Non Financial Conflicts of Interest.'*

REVIEW OF COUNCIL CODE

8. The Council has now reviewed its own Code of Conduct at its meeting on 24 July 2008 and agreed to adopt an updated Code of Conduct.
9. The Council also resolved in part to:
 - *'Note that all Community Boards have voluntarily agreed to adopt a Code of Conduct similar to that of the Council modified to reflect that it is intended to be used by Community Boards.*
 - *Agrees that its Ethics Subcommittee (including the convenor) can be used by Community Boards where a breach of the Code is alleged in respect of 2 Community Board members.*
 - *Where the Ethics Subcommittee procedure is to be used by a Community Board consideration of the membership of the subcommittee is to be deferred until the Chairpersons consider the matter and staff report back to the Council in September.'*
10. It is considered an appropriate time for the Community Board to review their current Code.
11. The changes in the draft Code attached to this report are primarily editorial and are underlined for ease of reference.
12. Regarding Codes of Conduct Local Government New Zealand has stated:

"Codes of Conduct promote effective working relationships within the local authority and between the local authority and its community. A Code of Conduct should promote free and frank debate, which should in turn promote good decision-making. Codes of Conduct should not be used in a way that stifles debate.

*Provided elected members do not try to present personal views as anything other than that, then they have the right to express their views. Codes of Conduct should provide rules of Conduct that promote debate and make it clear that personal views, and the rights of **all** members to express personal views, must be respected.*

10. Cont'd

A Code of Conduct sets boundaries on standards of behaviour in expressing and promoting views, and provides means of resolving situations when elected members breach those standards."

13. While the Local Government Act 2002, obliges the Council to adopt such a Code of Conduct, the Act does not oblige Community Boards to adopt a Code of Conduct. Legally it is a matter of choice for each Board as to whether or not it wishes to adopt a Code of Conduct.

RELATIONSHIP OF CODE TO STANDING ORDERS

14. The Code of Conduct is not the same as a set of standing orders. Standing orders are a set of procedures and other rules for the conduct of meetings. A Code of Conduct covers every aspect of a Community Board member's duties. There are links between the two documents in that standing orders contain provisions for conduct at meetings. The Code is intended primarily for situations outside the formal meeting process.
15. The Code is wider than standing orders and sets out relationships not only between elected members, but also between board members and staff and board members and the public.

CONTENT OF THE CODE

16. The Local Government Act 2002 is not specific on the contents of a Code of Conduct. The only requirement is the general statement that the Code of Conduct must—

"Set out understandings and expectations agreed among members about the manner in which they may conduct themselves or act in their capacities as members, including behaviour towards one another, staff and the public."

BREACHES OF THE CODE

17. One issue that arose in the consideration of a Code of Conduct is what happens if a Community Board member breaches the Code. The Local Government Act 2002 does not provide any power for the Community Board to impose a sanction on a board member who breaches the Code. The Board's Code provides for a sanctions system where alleged breaches can be dealt with.
18. The Board's system for dealing with breaches is an Ethics Subcommittee and a system which provides for:
 - Specific allegations of a breach as to when and where a particular provision of the Code was breached and that information being available to the person complained of;
 - All parties having a right to be heard on reasonable notice;
 - Parties having the right to be represented by a lawyer;
 - An opportunity for a person to make submissions before an adverse finding is made.
19. A feature of the Ethics Subcommittee is that the Convenor would act as a filter for matters to be referred to the Subcommittee in a similar manner as the Speaker in Parliament.
20. It was also agreed that reference of matters to the Subcommittee should only be considered after there had been informal efforts to resolve the particular matter, and that these informal efforts should be assisted by the Convenor of the Subcommittee.
21. Only if informal efforts to resolve the matter have not been successful, is a Board member then able to refer a matter to the Convenor of the Subcommittee. Even then, the Convenor of the Subcommittee has the ability to decide that a particular matter should not be referred to the Subcommittee on the grounds that the matter is technical or trivial, and does not warrant the fuller attention of the Subcommittee.

10. Cont'd

22. The actions that the Board may take, upon receipt of a report, could be to require an apology to be made, for the Board to censure a Board member, and/or removal from a Board committee or an outside appointment made by the Board. The law does not give any specific power to the Board to take any steps other than these matters.
23. Board's have previously agreed that in a complaint involving of Community Boards that the Board utilise the Council's Ethics Subcommittee (with its convenor) and that membership of the Subcommittee comprise that Boards, other than the complainant and the person alleged to have breached the Code.

REVISED COMMUNITY BOARDS CODE OF CONDUCT

24. **Attachment A** is a recommended revised Community Board Code of Conduct taking into account the matters addressed by the Auditor General in his report. Changes from the existing Community Board Code of Conduct are underlined.

Christchurch City Council

COMMUNITY BOARD CODE OF CONDUCT

PART 1 — INTRODUCTION

1. This Code of conduct had been adopted by:
 - Akaroa/Wairewa Community Board.
 - Burwood/Pegasus Community Board.
 - Fendalton/Waimairi Community Board.
 - Hagley/Ferrymead Community Board.
 - Lyttelton/Mt Herbert Community Board.
 - Riccarton/Wigram Community Board.
 - Shirley/Papanui Community Board.
 - Spreydon/ Heathcote Community Board.
2. The Code is intended to apply to elected and appointed Community Board members in their dealings with:
 - each other.
 - council officers.
 - the public.
 - the media.
3. Without good working relationships any democratically elected organisation will have difficulty succeeding. No Community Board will be effective unless mutual respect exists between the public, elected members and staff. This Code seeks to facilitate more effective working relationships. Resolution of alleged breaches of the Code is to be made in the interests of the good governance of the Community Boards, not for the personal interests of Community Board members.
4. The objectives of this Code are to enhance:
 - the effectiveness of the Community Boards.
 - the credibility and accountability of the Community Boards within its community.
 - mutual trust, respect and tolerance between Community Board members as a group and between elected and Council officers.
5. This Code of Conduct seeks to achieve its objectives by agreeing upon:
 - general principles of conduct for Community Board members.
 - general standards of behaviour.
 - specific codes of conduct applying to particular circumstances or matters.
6. This Code shall apply to Community Board members acting in their capacity as a Community Board members, and not as private citizens.
7. This Code is based on the following principles of public life:
 - Public interest**
 - Community Board members should serve only the interests of the district as a whole and should never improperly confer an advantage or disadvantage on any one person.
 - Honesty and integrity**
 - Community Board members should not place themselves in situations where their honesty and integrity may be questioned, should not behave improperly and should on all occasions avoid the appearance of such behaviour.

Objectivity

- Community Board members should make decisions on merit including making appointments, awarding contracts, or recommending individuals for rewards or benefits. Community Board members should also note that, once elected, their primary duty is to the interests of the community.

Accountability

- Community Board members should be accountable to the public for their actions and the manner in which they carry out their responsibilities, and should cooperate fully and honestly with the scrutiny appropriate to their particular office.

Openness

- Community Board members should be as open as possible about their actions and those of the Community Board, and should be prepared to justify their actions.

Personal judgement

- Community Board members can and will take account of the views of others, but should reach their own conclusions on the issues before them, and act in accordance with those conclusions.

Respect for others

- Community Board members shall not discriminate unlawfully against any person on the grounds of their race, age, religion, gender, sexual orientation, disability or opinions and beliefs. They should treat people with respect and should respect the impartiality and integrity of the Council's staff.

Duty to uphold the law

- Community Board members must uphold the law, and on all occasions, act in accordance with the trust the public places in them.

Stewardship

- Community Board members collectively must ensure that the community uses resources prudently and for lawful purposes.

Leadership

- Community Board members should promote and support these principles by example, and should always endeavour to act collectively in the best interests of the community.

Confidentiality

- Community Board members shall respect the confidentiality of any confidential information they may receive.

8. Attached as **Appendix 1** is a summary of the legislative requirements that have some bearing on the duties and conduct of Community Board members that have not already been referred to in this code.

PART 2 — BEHAVIOUR AND RELATIONSHIPS

Relationships with Other Community Board Members

9. Community Board members will conduct their dealings with each other in ways that:
 - maintain public confidence in the office to which they have been elected.
 - are open and honest.
 - focus on issues rather than personalities.
 - avoid aggressive, offensive or abusive conduct.
10. Community Board members shall maintain the respect and dignity of their office in their dealings with each other, Councillors, Council staff and the public.
11. Community Board members will act in good faith (ie, honestly, for the proper purpose, and without exceeding their powers) in the interests of the Council and the community.
12. Community Board members should remember that they have no personal power to commit the Council, including a Community Board, to any particular policy, course of action, or expenditure and must not represent they have such authority.
13. Community Board members will make no allegations regarding other elected members or Council officers which are improper or derogatory.
14. In the performance of their official duties, Community Board members should refrain from any form of behaviour which may cause any reasonable person unwarranted offence or embarrassment.

Relationships with Staff

15. The effective performance of the Council also requires a high level of cooperation and mutual respect between Community Board members and staff. To ensure that level of cooperation and trust is maintained Community Board members will:
 - recognise that the Chief Executive is the employer (on behalf of the Council) of all Council employees, and as such only the Chief Executive may hire, dismiss, instruct or censure an employee.
 - avoid publicly criticising any employee in any way, but especially in ways that reflect on the competence and integrity of the employee.
 - make themselves aware of the obligations that the Council and the Chief Executive have as employers and observe those requirements at all times.
 - treat all employees with courtesy and respect (including the avoidance of aggressive, offensive or abusive conduct towards employees).
 - observe any guidelines that the Chief Executive puts in place regarding contact with employees.
 - respect the role of Council officers in providing professional advice, including not do anything which compromises, or could be seen as compromising, the impartiality of the professional advice of an officer.
 - raise concerns about employees with the Chief Executive. Concerns about the Chief Executive should be raised in the first instance with the Mayor.
 - raise concerns regarding the quality of a report with the Chief Executive before the meeting at which the report is to be considered takes place.
16. Community Board members should be aware that failure to observe this portion of the Code of Conduct may compromise the Council's obligations to act as a good employer and may expose the Council to civil litigation and audit sanction.
17. A Community Board member may, on behalf of themselves, a member of staff or a member of the public, initiate the procedures set out in Part 3 (Breaches of the Code) of this Code.

Relationships with the Community

18. Effective Community Board decision-making depends on productive relationships between Community Board members and the community at large.
19. Community Board members should ensure that individual citizens are accorded respect in their dealings with the Community Board and Council, have their concerns listened to, and decisions are deliberated on in accordance with the requirements of the Local Government Act 2002 and other relevant statutes. Community Board members should act in a manner that encourages and values community involvement in local democracy.

Gifts and Hospitality/Expenses

20. A person in a position of trust, such as a Community Board member, should not make a profit through his or her office.
21. There is legislation in the Crimes Act 1961 and the Secret Commissions Act 1910 which deals with corruption and the obtaining of gifts as an inducement or reward for acts in relation to the Council's affairs. Gifts can include discounts, commissions, bonus or deductions.
22. Acceptance of gifts, services or hospitality may be considered as a bribe or perceived as undue influence. The offer and/or receipt of gifts, including special occasion goodwill gifts, may be reported to the Council Secretary.
23. Gifts, working lunches and social occasions should be received and undertaken with a recognition of the public perception regarding undue influence on Community Board members.

Use of Council Facilities and Services

24. Transport provided by the Council for the use of a Community Board member must only be used for Community Board purposes.
25. Council resources such as stationery or secretarial services must only be used for Community Board purposes and cannot be used for personal purposes (including election campaigning).

Financial and Non Pecuniary Interests

Conflicts of interest and the law about bias

26. A conflict of interest exists where two different interests intersect; in other words, where your responsibilities as a Community Board member could be affected by some other separate interest or duty that you may have in relation to a particular matter. That other interest or duty might exist because of:
 - your own financial affairs.
 - a relationship or role that you have.
 - something you have said or done.
27. The common law requires that public decision-making be procedurally fair. In particular, conflicts of interest are usually dealt with under the rule about bias. The law about bias exists to ensure that people with the power to make decisions affecting the rights and obligations of others carry out their duties fairly and free from bias. It is summed up in the saying "no one may be judge in their own cause".
28. Another way of expressing the issue is:
 - Would a reasonable, informed observer think that your impartiality might have been affected?
29. The law about bias originally applied to judicial proceedings, but over the years has been extended to a wide range of decision-makers who exercise public functions that can affect the rights or interests of others. The law applies to members of Community Boards.
30. The law applies differently to pecuniary (that is, financial) and non-pecuniary conflicts of interest. When you are considering whether to participate in a Board's decision-making processes about a particular matter, you need to consider the potential for both types of conflict of interest. Different rules apply to each type.

Pecuniary interests: The Local Authorities (Members' Interests) Act 1968

31. The Act deals with that part of the rule against bias as it applies to the pecuniary interests of members of Community Boards. The Act:
 - controls the making of contracts worth more than \$25,000 in a financial year between Board members and the Council; and
 - prevents Board members from participating in matters before a Board in which they have a pecuniary interest, other than an interest in common with the public.
32. The Act applies to members of city councils, district councils, regional councils, Community Boards, tertiary institutions, and a range of other public bodies.
33. The Act regulates the actions of individual members of Community Boards, not the actions of the Boards.
34. Board members, not Boards, may be prosecuted for breaches of the Act. The Act also applies to members of committees of Community Boards.

Non-Pecuniary Conflicts of Interest: The rule against bias

35. If a person challenges a Community Board's decision by way of judicial review proceedings, the courts could invalidate the Board's decision because of bias on the part of a member of the decision-making body. The question a Community Board members needs to consider, drawn from case law, is:
 - Is there a real danger of bias on the part of a member of the Community Board in the sense that he or she might unfairly regard with favour (or disfavour) the case of a party to the issue under consideration? It is the appearance of bias, not proof of actual bias, that is important.
36. The law about bias does not put a Board member at risk of personal liability. Instead, the validity of the Board's decision could be at risk.

Contact with the Media regarding Council and Committee Decisions

37. The media plays an important part in local democracy. In order to fulfil this role the media needs access to accurate, timely information about the affairs of the Community Board. From time to time, individual Community Board members will be approached to comment on a particular issue either on behalf of the Community Board, or as a Community Board member in his or her own right. This part of the Code deals with the rights and duties of Community Board members when speaking to the media on behalf of the Community Board, or in their own right.
38. Generally:
 - Media comments must observe the requirements of the Code of Conduct.
 - Community Board Chairs are authorised to make statements accurately reporting matters and decisions coming within the terms of reference of their Community Boards.
 - The Chief Executive is authorised to make statements relating to any of the areas for which the Chief Executive has statutory or management responsibility.
39. Public statements representing Community Boards or reporting decisions of the Community Board will be made with the specific or general authority of the Community Board, and will clearly state the person's authority for making the statement on behalf of the Community Board.
40. Otherwise, a Community Board member, Chief Executive or officer may make specific statements on behalf of the Community Board only with the specific authority of the relevant Community Board.
41. Community Board members are entitled to make public statements expressing their opinion on matters before the Community Board. All such statements should clearly state that they represent the personal opinion of the Community Board member and are not made on behalf of the Community Board.

ATTACHMENT TO CLAUSE 10

42. Public statements by Community Board Chairpersons on an item before the Community Board should reflect the majority view of the Board. The Chairperson may make clearly identified personal statements if the Chairperson disagrees with the majority view of the Board.
43. Within the limits imposed by Standing Orders, at any meeting of the Community Board (or at any committee), every Community Board member (who has the right to speak at the meeting) has the right to express his or her opinion on any matter lawfully before the meeting. Once a matter has been decided at a meeting of the Community Board, that decision establishes the Community Board's position on that matter until it is lawfully changed by a subsequent decision of the Board.

Disclosure of Information

44. In the course of their duties Community Board members will occasionally receive information that may need to be treated as confidential. This will generally be information that is either commercially sensitive or is personal to a particular individual or organisation.
45. Community Board members must not use or disclose confidential information for any purpose other than the purpose of debate at meetings for which the information was supplied to the Community Board members. Such confidential information includes all information in the Public Excluded section of an agenda for any meeting.
46. Community Board members should be aware that failure to observe these provisions will impede the performance of the Council by inhibiting information flows and undermining public confidence in the Council. Failure to observe these provisions may also expose the Council to sanction under the Privacy Act 1993 and/or civil litigation.

Bankruptcy

47. Under the Local Government Act 2002 the Council must consider whether Board members should be required to declare whether a Community Board member or a newly elected Community Board member is an undischarged bankrupt.
48. The Council believes that bankruptcy does raise questions about the soundness of a person's financial management skills and their judgement in general.
49. The Council requires Community Board members who are declared bankrupt, and a newly elected Community Board member who is an undischarged bankrupt, to notify the Chief Executive as soon as practicable after being declared bankrupt or being elected to the Community Board, as the case may be. The Chief Executive shall advise the Council at its next ordinary meeting.

Role of Community Board Members

50. Attached as **Appendix 2** are the roles and responsibilities for the Community Board.

Alleged breaches of this Code during meetings

51. It is expected that compliance with the provisions of this Code during a meeting shall be dealt with by the Chairperson of that meeting within Standing Orders at the time the breach arises. Community Board members should raise alleged breaches of the Code with the Chairperson at the time. If a Board member believes that an alleged breach of the Code has not been dealt with adequately by the Chairperson at a meeting, that Board member may initiate the procedures set out in Part 3 of this Code.

PART 3 —BREACHES OF THE CODE AND ETHICS SUBCOMMITTEE

Process for an alleged breach

52. If a Community Board member believes that this Code has been breached, that Board member must first endeavour to resolve the matter informally by discussion with the Board member alleged to have breached the Code.
53. If that informal resolution is unsuccessful, the Board member alleging the breach may raise an alleged breach of the Code with the Convenor of the Council's Ethics Subcommittee in writing at the earliest opportunity (and not later than one month after the date of the incident giving rise to the allegation). An allegation of breach of the Code must set out the particular provisions of the Code alleged to have been breached and the facts supporting the alleged breach so as to give the person against whom it is made a full opportunity to respond to it.
54. Any Board member raising a matter of breach of the Code which involves another Board member must also, as soon as reasonably practicable after raising the alleged breach with the Convenor, forward to that other Board member a copy of the matter that has been raised with the Convenor.
55. A Board member who made an allegation of an alleged breach of the Code can withdraw that allegation at any time and no further steps shall be taken by the Convenor or the Ethics Subcommittee in respect of that complaint.
56. The Convenor of the Subcommittee shall consider a matter of breach of the Code referred to that person and shall determine if a question of breach of the Code is involved. In considering if a question of breach is involved, the Convenor shall take account of the degree of importance of the matter which has been raised. The Convenor may consult with such persons as that person considers appropriate. No question of breach is involved if, in the opinion of the Convenor, the matter is technical or trivial and does not warrant the fuller attention of the Subcommittee. A decision not to refer a matter to the Subcommittee shall not be reported to the Council.
57. Community Board members should not publicly release a copy of the information provided to the Convenor of the Subcommittee before a decision has been made by the Convenor as to whether the allegation is to proceed to the Subcommittee.
58. If the Convenor considers that a matter involves a question of breach of the Code which warrants referral to the Subcommittee, and if the Convenor is satisfied that informal efforts to resolve the matter have not succeeded, then the matter shall be reported to the Subcommittee. Before reference to the Subcommittee the Convenor will first inform the Board member alleging the breach and the Board member against whom the allegation is made, that it is intended to refer the matter to the Subcommittee.

Ethics Sub Committee

59. This Subcommittee will be constituted at the first meeting of the Council following a triennial election. With respect to complaints involving Community Board members it will consist of Community Board members drawn from the Community Board involved in the complaint.
60. One member (who shall be the Convenor of the Subcommittee) shall be a person with dispute resolution skills and who is not a Councillor. All members of the Committee (including the Convenor) shall have one vote. The Convenor of the Subcommittee will not have a casting vote. A quorum for meetings of the Subcommittee shall be three.

Procedure for the Ethics Sub Committee

61. The Council expects that any hearing by the Subcommittee is to be conducted without the public being present.
62. Any Board member who makes an allegation of breach of the Code, or who is the subject of such an allegation, may not serve on the Subcommittee considering that allegation.

ATTACHMENT TO CLAUSE 10

63. The Subcommittee shall consider and report to the Board on any matters referred to it by the Convenor. The Subcommittee shall regulate its own procedure regarding the conduct of its inquiry into such a matter.

Responses and Breaches

64. The exact nature of the action a Community Board may take for a breach of the Code depends on the nature of the breach and whether there are statutory provisions for dealing with the breach.
65. If there are statutory provisions the breach will be addressed in accordance with those statutory provisions. The Board may refer the matter to the relevant body.
66. Where there are no statutory provisions, the Board may take the following action:
- require a public or private apology to be made
 - censure
 - removal from a Board committee or outside appointment
67. A decision to apply one or more of these actions requires a Board resolution.

ATTACHMENT TO CLAUSE 10
Appendix 1

This is a summary of the legislative requirements that have some bearing on the duties and conduct of Community Board members that have not already been referred to in this code.

LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968

- ~~1. This Act regulates situations where a member's personal interests impinge, or could be seen as impinging on their duties as an elected member.~~
- ~~2. The Act provides that an elected member is disqualified from office if that member is "concerned or interested" (as that phrase is defined in s.3(1) of the Local Authority (Members' Interests) Act 1968) in contracts under which payments made by or on behalf of the Council exceed \$25,000 in any financial year.~~
- ~~3. Additionally, elected members are prohibited from participating in any Council discussion or voting on any matter in which they have a pecuniary interest, other than an interest in common with the general public. The same rules also apply where the member's spouse contracts with the authority or has a pecuniary interest.~~
- ~~4. Members may also contact the Audit Office for guidance as to whether that member has a pecuniary interest, and if so, may seek an exemption to allow that member to participate or vote on a particular issue in which they may have a pecuniary interest. The latter must be done before the discussion or vote. The chief executive must also seek approval from the Audit Office for contractual payments to members, their spouses or their companies that exceed the \$25,000 annual limit.~~
- ~~5. Failure to observe these requirements could also leave the elected member open to prosecution under the Local Authority (Members; Interests) Act 1968. In the event of a conviction elected members can be ousted from office.~~

LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 ("LGOIMA")

Official Information

- ~~6. LGOIMA contains rules relating to the disclosure of information held by a local authority to the public on request. The underlying principle of the Act is that information should be made available unless there is good reason to withhold disclosure. There are a number of grounds for withholding disclosure, principally contained in s.7 of the Act. The Act provides for a Council decision to withhold information to be reviewed by an Ombudsman who makes a recommendation back to the Council.~~
- ~~7. The obligations of LGOIMA are binding on Community Board members and apply to the disclosure of information by a Councillor in respect of any information held by that Councillor (in his or her capacity as a Councillor) to a member of the public.~~

Meetings

- ~~8. LGOIMA also regulates and sets out the procedural requirements for meetings of local authorities (including territorial authorities), the publication of agenda, procedures for discussion with the public excluded and access by the public to the minutes of meetings. The Act provides that generally meetings of the Community Boards are open to the public unless the meeting has resolved to exclude the public from a part of the meeting. There are limited grounds on which the public can be excluded from a meeting.~~
- ~~9. These grounds to exclude the public are similar to the grounds to withhold information. These include privacy, carrying out commercial activities or commercial negotiations, and taking legal advice.~~

SECRET COMMISSIONS ACT 1910

- ~~10. It is unlawful for Community Board members to advise anyone to enter into a contract with a third person and receive a gift or reward from that third person as a result, or to present false receipts to the Council.~~
- ~~11. If convicted of any offence under this Act a person can be imprisoned for up to 2 years, or fined up to \$1000, or both. A conviction triggers the disqualification provisions in the Local Government Act 2002 and result in automatic disqualification of the Community Board members from office.~~

CRIMES ACT 1961

12. It is unlawful for Community Board members (or officer) to:

- Accept or solicit for themselves (or anyone else) any gift or reward for acting or not acting in relation to the business of the Council
- Use information gained in the course of the Community Board members' duties for monetary gain or advantage by the Community Board members, or any other person
- These offences are punishable by a term of imprisonment of 7 years or more. Community Board members convicted of these offences will also be automatically disqualified from office.

SECURITIES ACT 1978

13. The Securities Act places Community Board members in the same position as company directors whenever the Council offers shares in a company to the public. Community Board members may be personally liable if investment documents, such as a prospectus, contain untrue statements and may be liable for criminal prosecution if the requirements of the Act are not met.

Appendix 2

The Role of the Community Board

Background

- 4.1 Community Boards are established by the Local Government Act to perform such functions and duties, and exercise such powers as delegated by the territorial authority.
- 4.2 A community board--
 - (a) is an unincorporated body; and
 - (b) is not a local authority; and
 - (c) is not a committee of the relevant territorial authority.
- 4.3 The role of a community board is to--
 - (a) represent, and act as an advocate for, the interests of its community; and
 - (b) consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board; and
 - (c) maintain an overview of services provided by the territorial authority within the community; and
 - (d) prepare an annual submission to the territorial authority for expenditure within the community; and
 - (e) communicate with community organisations and special interest groups within the community; and
 - (f) undertake any other responsibilities that are delegated to it by the territorial authority.

Generic Role Responsibility Template – Community Board Chair

PURPOSE OF ROLE

To co-ordinate, lead and direct the business of the Community Board in a manner consistent with the powers delegated by Council.

SPECIFIC ACCOUNTABILITIES INCLUDE:

1. To oversee, co-ordinate and direct all activities of the Community Board within its specific terms of reference and delegated authorities, providing guidance and direction to Board members, calling meetings, and liaising with Board members and Council officials / management in setting the content and priorities of meeting agendas.
2. To speak on behalf of the Community Board and act as an advocate for it, including managing relationship with the media and representing the Community Board on Council Committees, Community organisations and at meetings with external parties and the public.
3. To establish community consultation processes by scheduling, planning and chairing public meetings to seek input into Community issues and Council's planning and strategy development processes.
4. To report to Council, or its Committees, on local community issues, the recommendations and work the being undertaken by the Community Board.
5. To preside over Board meetings, ensuring that the members carry out business in an orderly manner, and enforcing standing orders as required.
6. To participate in Council Standing Committees / sub-committees (as required) by being fully prepared and up to date on issues under consideration.
7. To represent Council and local community interests as an appointed member of external committees, agencies or boards as required.
8. To ensure effective and efficient communications and co-ordination between Council, Council Committees / Officials and Community Board Members, and between members of the public and Council.

The Role of the Community Board Member

The role of the Community Board member is similar to that of a Councillor. A key element of the Community Board member role is the function it performs as a conduit between the community and Council.

Generic Role Responsibility Template – Community Board Member

PURPOSE OF ROLE

To represent local community interests, contributing to its ongoing community and economic development, the effective stewardship of existing assets, sustainable management of the environment, and the prudent management of the communities' financial resources.

SPECIFIC ACCOUNTABILITIES INCLUDE:

1. To consult with members of the public, local police, education providers and other community stakeholders to develop a sound understanding of the diverse issues facing the Community and to obtain their perspectives on the development and of Council strategies and plans.
2. To co-ordinate and assist in the running of public meetings in order that the local community is able to have provide feedback and input into the strategies and plans of Council.
3. To represent Council as an appointed member of external committees / agencies / boards as required.
4. To support the Council, the Community Board Chair and fellow Board members in the promotion of the total community.
5. To develop positive working relationships with fellow Board members and Council Officials / Managers to ensure effective community representation.
6. To develop positive working relationships with counterparts in neighbouring local authorities and/or Community Boards, identifying opportunities for community / economic development and joint benefit.
7. To be accessible to the community, assisting them to resolve problems by directing them to the appropriate Council official and following up as appropriate.

11. BRISTOL STREET NEIGHBOURHOOD IMPROVEMENT PROJECT

General Manager responsible:	General Manager City Environment, DDI 9418608
Officer responsible:	Transport and Greenspace Manager
Author:	Anne Cosson Consultation Leader Transport

PURPOSE OF REPORT

1. The purpose of this report is to seek the approval of the Board for that part of the Bristol Street neighbourhood improvement project which is within the Shirley/Papanui ward to proceed to detailed design, tender and construction and to also approve related traffic and parking restrictions.

EXECUTIVE SUMMARY

2. The safety improvement works were initiated after complaints from the residents, which include the Foundation of the Blind, who are located on Bristol Street. This project is on the boundary between the Shirley/Papanui ward area and the Fendalton/Waimairi ward area. The report will be considered by the Fendalton/Waimairi Board on Tuesday 18 November 2008 and the outcome will be conveyed to Board members at the current meeting.
3. The primary objectives for the project are:
 - (a) To reduce the speed of vehicles in the street.
 - (b) To maintain or improve safety for all road users.
 - (c) To discourage the use of this street by through traffic.
 - (d) To complete the project within the allocated budget.
 - (e) To complete the project within the 2008/09 financial year.

FINANCIAL IMPLICATIONS

4. The proposed neighbourhood improvement works are recommended in the Transport and Greenspace Unit's capital programme for implementation in the 2008/2009 financial year. New Zealand Transport Association (NZTA) funding is not available for this project.
5. The full financial breakdown is:

2007/2008 Budget	7,500
2008/2009 Budget	<u>62,880</u>
Total Budget	\$70,380
6. Construction Estimate - The construction estimate is \$94,100. The Capital Programme Transport Programme Control Group has granted an additional \$33,720 to complete the construction works, which gives a new budget of \$104,100 to complete the whole project.

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

7. Aligns with the Long Term Council Community Plan (LTCCP) Community Outcome – A Safe City and the Capital Works Programme – Safety Improvement Projects.

LEGAL CONSIDERATIONS

8. Community Board resolutions are required to approve the new traffic restrictions and parking restrictions. The Land Transport Rules provide for the installation of traffic and parking restrictions. There are no other legal implications for this project.

11. Cont'd

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

9. As above.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

10. Aligns with the LTCCP Community Outcome – Safe City and the Capital Works Programme – Safety Improvement Projects. Aligns with the Transport and Greenspace Unit's Safety Improvements and School Road Safety Projects of the Capital Works Programme, pg 85, Our Community Plan 2006-20016.

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

11. Contributes to providing a safe transport system LTCCP Safety Outcome, page 151.

ALIGNMENT WITH STRATEGIES

12. This project is consistent with key Council strategies including the Parking Strategy, Road Safety Strategy, Pedestrian Strategy and Cycling Strategy.

Do the recommendations align with the Council's strategies?

13. As above.

CONSULTATION FULFILMENT

14. The Fendalton/Waimairi and Shirley/Papanui Community Boards were informed by seminar of the project's consultation programme in April 2008. An initial survey was then carried out with the residents of Bristol Street in April 2008. Fifty-seven responses were received which identified concerns about speed, curve in the road, Bristol/St Albans Street intersection, on-street parking, road surfacing, landscaping and cars cutting through Bristol Street.
15. Seminars were held with the Fendalton/Waimairi and Shirley/Papanui Community Boards on 28 July 2008 and 14 July 2008 respectively, prior to the preferred concept plan for Bristol Street being presented to the public for consultation. Community consultation was undertaken in August and September 2008. A total of 270 pamphlets were distributed in Bristol Street and the surrounding area plus other interest groups. Sixty-five responses were received. The majority of respondents (78%) were in general support of the proposal, 11% opposed the proposal and 11% didn't indicate support or non support.
16. The key issues raised related to the desire for extra no stopping lines; requests for additional landscaping; inclusion of a stop sign; carriageway resealing; speed and traffic volume; and the Bristol Street and Holly Road round-about.
17. From the community feedback received, changes have been made to the original concept plan. These changes include a no stopping sign being placed at the Clare Road and Bristol Street intersection, the marking of 6 metres of no parking lines on the west corner of Clare Road and Bristol Street intersection, and the marking of 6 metres of no parking lines on Bristol Street and Ranfurly Street corners. It is law that you cannot park within 6 metres of any intersection, therefore no scheduling in the local bylaw is required. The marking of these lines will help residents with visibility.

11. Cont'd

STAFF RECOMMENDATION

It is recommended that the Shirley/Papanui Community Board:

- (a) Approve the Bristol Street project to proceed to detailed design, tender and construction as shown on the plans at **attachment 1**.
- (b) Approve the following traffic and parking restrictions:

New “No Stopping”:

- (i) That the stopping of vehicles be prohibited at any time on the south side of St Albans Street commencing at the extension of the Bristol Street kerb line, on the east side, and extending 22 metres in easterly direction.
- (ii) That the stopping of vehicles be prohibited at any time on the east side of Bristol Street commencing at a point 12 metres south from the extension of the Webb Street kerb line, on the south side and extending in a northerly direction for a distance of 34 metres.

“Stop” sign:

- (iii) That a “Stop” priority control be placed against Bristol Street at its intersection with Clare Road.

DEPUTY CHAIRPERSON’S RECOMMENDATION

That the staff recommendation be adopted.

11. Cont'd

BACKGROUND

18. This project was initiated by the network operations team in February 2005 after complaints from the residents, which include the Foundation of the Blind, who are located on Bristol Street. The complaints mainly concerned the speed and volume of traffic in Bristol Street and its affect on pedestrian's movements.
19. Bristol Street is a local road that runs parallel to Papanui Road (minor arterial road). Bristol Street starts at St Albans Street (collector road) through to Clare Road. Papanui Road is linked to Bristol Street via Clare Road, Holly Road and Webb Street. Bristol Street carries on average 1,181 vehicles per day. The 85% percentile is 53.3 kilometre per hour, 95% percentile 58 kilometre per hour and the median speed is 45.7 kilometre per hour. This count was taken outside 93 Bristol Street which is located opposite the Foundation of the Blind. Another count was taken at 29 Bristol Street which is just south of the Holly Road intersection. The count at this location was 735 vehicles per day. The 85% percentile is 50 kilometre per hour, 95% percentile is 54.7 kilometre per hour and the mean was 42.5 kilometre per hour. The peak traffic periods being 8-9am and 4-6pm. The volumes are higher northbound than southbound. This is probably due to access to the north from Bristol Street being restricted by the traffic management on Papanui Road with right turn facilities only available at Clare Road and St Albans Street.

THE OBJECTIVES

20. The primary objectives for the project are:
 - (a) To reduce the speed of vehicles in the street.
 - (b) To maintain or improve safety for all road users.
 - (c) To discourage the use of this street by through traffic.
 - (d) To complete the project within the allocated budget.
 - (e) To complete the project within the 2008/09 financial year.

THE OPTIONS

21. There were four options considered for Bristol Street. Option one has been selected as the preferred option and was the one taken to the community for consultation.
 - (a) **Option One** involves better pedestrian facilities at the crossing points between Bristol Street and St Albans Street, with the inclusion of tactile pavers and the realigning of kerb cut downs; repositioning of the Bus Stop on St Albans Street; no stopping lines on the south side of St Albans Street, commencing at its intersection with the west of Bristol Street extending 22 metres south side; and the marking of no stopping lines on the north side of St Albans Street at the Bristol Street intersection, which help to improve intervisibility for vehicles entering and exiting Bristol Street, repositioning of the sump at the point of pedestrian access to the Foundation for the Blind; and the installation of a raised platform at the Webb Street and Bristol Street intersection.
 - (b) **Option Two** involves a kerb built out on the eastern side of Bristol Street from Webb Street to Ranfurly Street. The kerb build out would reduce the width of carriageway that pedestrians need to cross. This is also a crossing facility for vision impaired and mobility users. The build out will give better visibility for motorists and pedestrians crossing at this location.
 - (c) Option Two has not been selected as the preferred option because the amount of through traffic is unlikely to be reduced with this option due to its mid block location and the traffic management on Papanui Road. There would also be a reduction in the amount of parking available on Bristol Street adjacent to the build out. A no stopping restriction would be required for 35 metres to allow safe access in and out of the intersection. There is a high demand for parking in this vicinity due to the preschool/drama school.

11. Cont'd

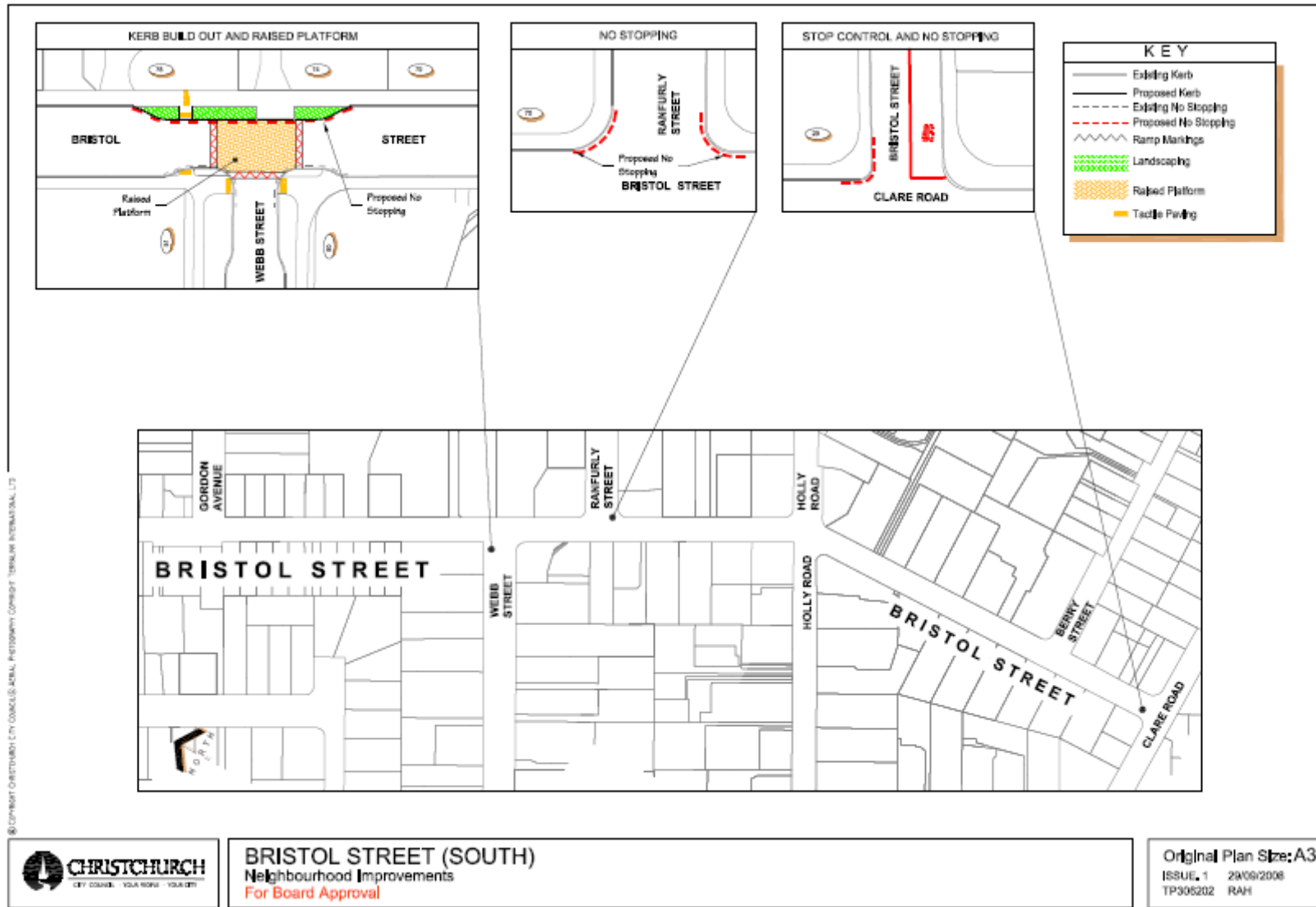
- (d) **Option Three** involves building out the kerb in both Bristol Street and Ranfurly Street at the intersection to daylight St Albans Creek. St Albans Creek crosses Bristol Street 10-12 metres north of Ranfurly Street. To highlight the creek and create a public space, the kerb would be built out 4 metres on the eastern side of Bristol Street and 7 metres on the northern side of Ranfurly Street. This would reduce the carriageway to 6 metres in both streets. The creek could be diverted from the culvert in Bristol Street, out into the present footpath and then back into the open waterway in Ranfurly Street. The footpaths would be realigned with a pedestrian footbridge over the creek.
- (e) Option Three has not been selected as the preferred option because the amount of through traffic is unlikely to be reduced due to its mid block location and the traffic management on Papanui Road. This option would be considered a high cost project. There would be a reduction in the amount of parking available in both streets and directly outside the preschool/drama school. A no stopping restriction would be required on both sides of Bristol Street for a distance of 25 metres and both sides of Ranfurly Street for a distance of 30 metres, to allow safe access in and out of the intersection. It was decided that this work would be better included as part of the kerb renewal of the Ranfurly Street in the future.
- (f) **Option Four** involves building out the kerb in Bristol Street approximately 40 metres north of Berry Street. Frees Creek crosses Bristol Street north of Berry Street. To highlight the creek and create a public space the kerb could be built out 6 metres on the eastern side of Bristol Street reducing the carriageway to 6 metres. The culvert and waterway would be opened up on the street and in private property. The footpath would be realigned with a pedestrian footbridge over the creek.
- (g) Option Four has not been selected as the preferred option because the amount of through traffic is unlikely to be reduced due to the number of facilities in the street and the traffic management on Papanui Road. This option would be considered a high cost project. There will be a reduction in the amount of parking available. A no stopping restriction will be required on both sides of Bristol Street for a distance of 25 metres. The benefits to the street as a whole in this location would be considered low compared to other options. The day lighting of Frees Creek can be handled as a standalone Greenspace Unit capital work at a later date.

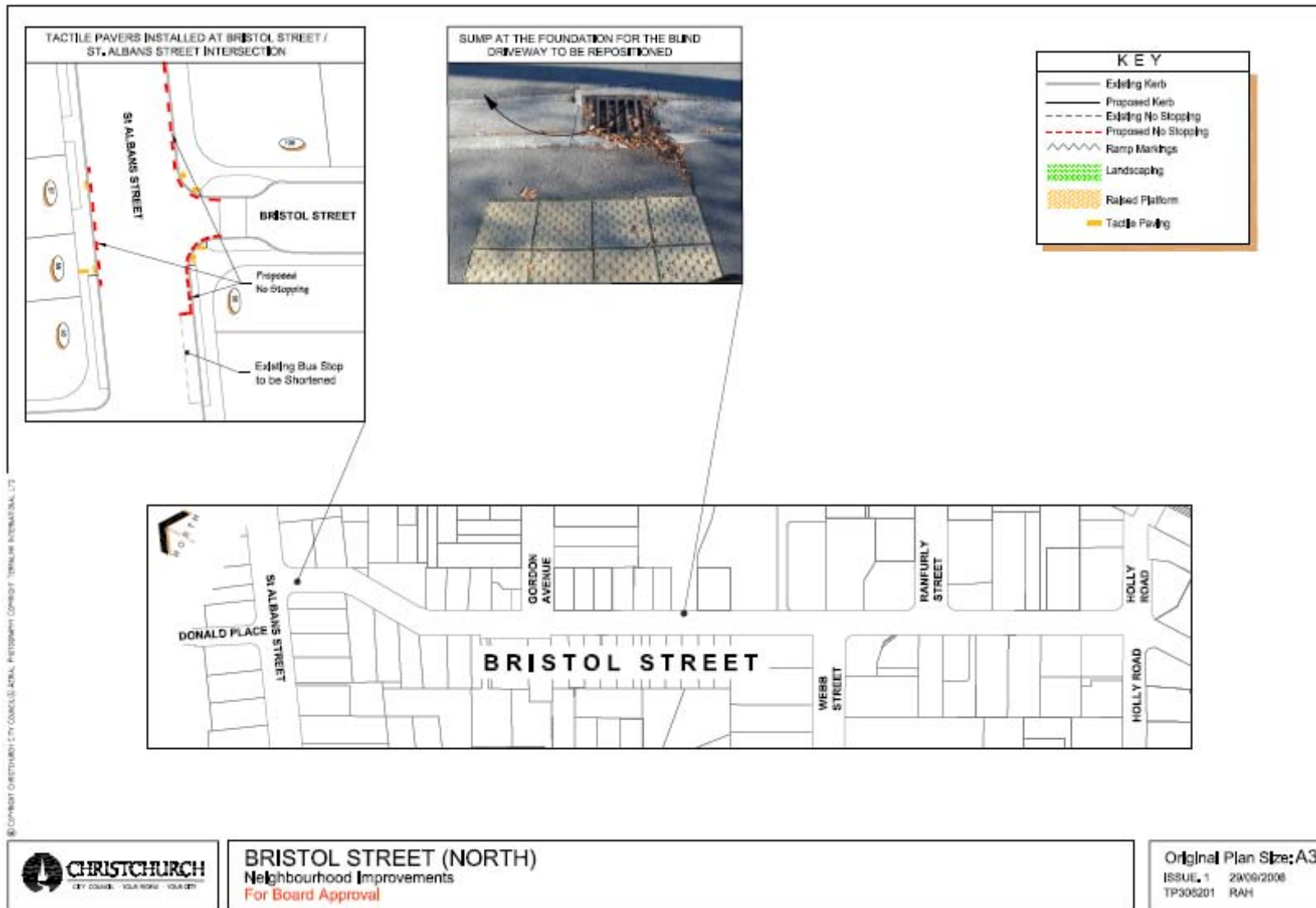
THE PREFERRED OPTION

- 22. The preferred option will provide pedestrian facilities for people with disabilities at the St Albans Street, Bristol Street intersection. The existing path alignments and pedestrian cut downs do not give any guidance for sight impaired pedestrians.
- 23. It will provide tactile pavers at St Albans Street, Bristol Street intersection which will improve guidance for sight impaired pedestrians.
- 24. To the west of the St Albans Street, Bristol Street intersection it will reduce a 17 metres long bus stop by 3 metres, to 14 metres, and will implement a no stopping restriction 12 metres to the west. The new no stopping lines will improve sight lines for vehicles exiting from Bristol Street.
- 25. It will reposition a sump at the pedestrian access to the Foundation of the Blind on the east side of Bristol Street and provide tactile pavers. At present if a vision-impaired person chooses to cross the street at this location they are faced with stepping on to the sump grate in the channel. This is also an issue for someone pushing a pram, walker or any wheeled device. The sump grate is considered a hazard in its current location.

11. Cont'd

26. The Webb Street and Bristol Street intersection raised platform includes providing a 2 metre kerb build out on the eastern side of Bristol Street for 26.5 metres across the head of the Webb Street Intersection. The raised platform extends 11.5 metres across the Webb Street intersection. The kerb build out and platform will reduce the width of the carriageway for pedestrians and the platform will slow traffic through the intersection. The proposal will maintain safety for other road users throughout the street. The build out with platform is likely to reduce through traffic due to the mid block location. However, once drivers do experience the local narrowing and the vertical displacement they may choose not to use this as a through route. It is also considered that the traffic management on Papanui Road is a significant factor in route choice along Bristol Street.





12. NEW ZEALAND COMMUNITY BOARDS' CONFERENCE 2009 – BOARD MEMBERS ATTENDANCE

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

PURPOSE OF REPORT

1. The purpose of this report is to seek approval for Board members to attend the 2009 New Zealand Community Boards' Conference.

EXECUTIVE SUMMARY

2. The conference is being held in Christchurch from Thursday 19 to Saturday 21 March 2009. The theme for the conference is 'Reflect, Refresh, Revitalise' in recognition of the fact that in 2009, community boards will have been operating in New Zealand for 20 years.
3. The programme includes national and international guest speakers, presentations from organisations with expertise in diverse communities and innovative ideas, interactive training workshops and the presentation of the Best Practice Awards in recognition of community board projects and initiatives.

FINANCIAL IMPLICATIONS

4. The conference registration cost for each appointed delegate is \$580. This amount excludes accommodation costs for those delegates coming from Christchurch.
5. The Board's 2008/09 operational budget has the necessary conference and training funding available to fund all Board members to attend.

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

6. Yes.

LEGAL CONSIDERATIONS

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

7. There are no legal implications involved.

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?

8. Not applicable.

ALIGNMENT WITH STRATEGIES

9. Not applicable.

Do the recommendations align with the Council's strategies?

10. Not applicable.

CONSULTATION FULFILMENT

11. Not applicable.

12. Cont'd

STAFF RECOMMENDATION

It is recommended that the Board give consideration to approving the attendance of Board members to the New Zealand Community Boards' Conference in Christchurch from 19 to 21 March 2009.

DEPUTY CHAIRPERSON'S RECOMMENDATION

That the staff recommendation be adopted.

13. COMMUNITY BOARD ADVISER'S UPDATE



13.1 CURRENT ISSUES

13.2 BOARD FUNDING UPDATE FOR 2008/09

Attached

13.3 CUSTOMER SERVICES REQUESTS FOR OCTOBER 2008

Attached

Processed by AMA to Accounts	Project/Service/Description/Group	Allocation 2008/2009
	Shirley/Papanui Discretionary Response Fund	
	Budget	60,000
	<i>Allocations made</i>	
	Youth Development Fund - Opening Balance allocation	11,600
	<i>Allocations made</i>	
26-Aug	<i>Nicholas House (Attendance at National tournament Napier)</i>	150
26-Aug	<i>Nicholas Robertson (Belfast U15 Gold Coast Tour)</i>	300
15-Sep	<i>Briden, Britten, Cayless, Gilling, Bowden (Rock Solid Camp) Paid to Papanui Youth Developme</i>	100
1-Sep	<i>Luke Dennison (National Tournament Napier)</i>	150
2-Oct	<i>Stephanie Gates (Spirit of Adventure)</i>	300
3-Oct	<i>Jessie Bryant (Pacific School Games - Canberra)</i>	500
3-Oct	<i>Christopher Wiremu (Pacific School Games - Canberra)</i>	500
3-Oct	<i>Michael Gudgeon ((World Forum Lillie conference France)</i>	500
3-Oct	<i>Mairehau High School - Alex Kerr (National Secondary Schools Basketball)</i>	230
3-Oct	<i>Mairehau High School - Junior Pouwhare (National Secondary Schools Basketball)</i>	230
15-Oct	<i>T'Neale Joie Worsley (Ban Bang Eche Tour New York)</i>	750
15-Oct	<i>Josh Paul Burgess (Ban Bang Eche Tour New York)</i>	750
	Youth Development Fund Balance - Available for allocation	7,140
15-Sep	Canterbury Cook Island Sports Assn (Funding regular cultural activities and sports weeken	2,500
	TOTAL: Shirley/Papanui Discretionary Response Fund Unallocated	45,900

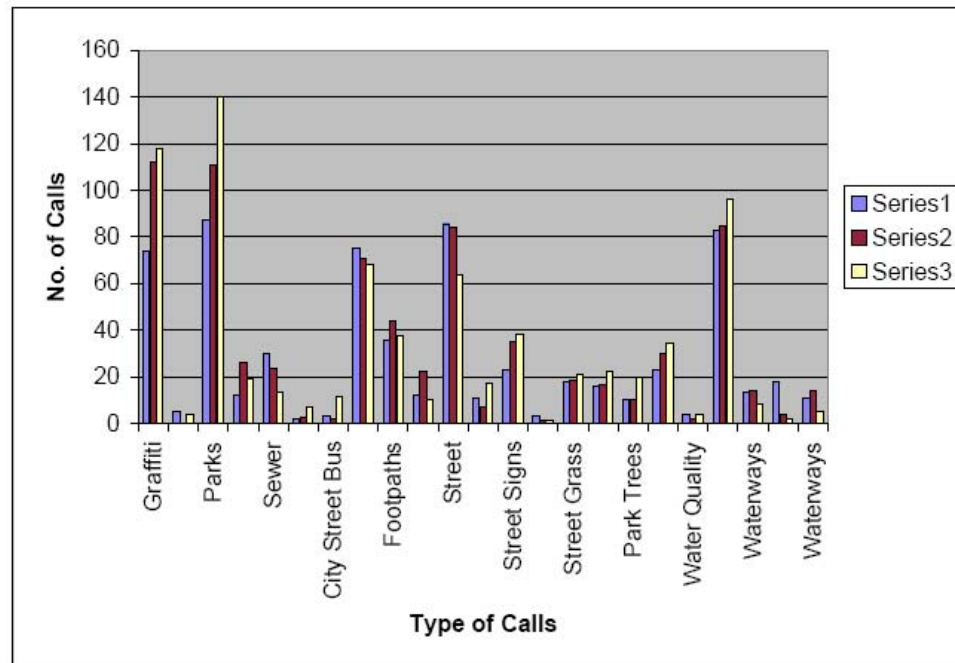


**Streets Maintenance CSR Received By Community Board
from 1 - 31 October 2008**

As at 6 November 2008

Call Types

CSR Type	Aug	Sep	Oct
GRA	74	112	118
PAG	5	0	4
PAM	87	111	140
PKE	12	26	19
SER	30	23	13
STA	2	3	7
STB	3	2	11
STE	75	71	68
STF	36	44	38
STL	12	22	10
STM	86	84	63
STQ	11	7	17
STS	23	35	38
STW	3	1	1
STX	18	18	21
STY	16	16	22
TSA	10	10	20
TSS	23	30	34
WAQ	4	2	4
WAR	83	84	96
WWE	13	14	8
WWG	18	4	2
WWU	11	14	5
Totals:	2,149	1,495	761



14. ELECTED MEMBERS' INFORMATION EXCHANGE



The purpose of this exchange is to provide a short brief to other members on activities that have been attended or to provide information in general that is beneficial to all members.

14.1 CHAIRPERSON'S REPORT

The Chairperson's report has already been circulated.

15. MEMBERS QUESTION

16. RESOLUTION TO EXCLUDE THE PUBLIC

Attached.

WEDNESDAY 19 NOVEMBER 2008

SHIRLEY/PAPANUI COMMUNITY BOARD

RESOLUTION TO EXCLUDE THE PUBLIC

Section 48, Local Government Official Information and Meetings Act 1987.

I move that the public be excluded from the following parts of the proceedings of this meeting, namely item 17 and 18.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER	GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF THIS RESOLUTION
PART A 17.	PURCHASE OF LAND FOR CONSTRUCTION OF KRUSES DRAIN – 127A MAIN NORTH ROAD) GOOD REASON TO) WITHHOLD EXISTS) UNDER SECTION 7	SECTION 48(1)(a)
PART A 18.	NOTICE OF INTENTION TO TAKE AN EASEMENT - 13 VAGUES ROAD) GOOD REASON TO) WITHHOLD EXISTS) UNDER SECTION 7	SECTION 48(1)(A)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item 17	Protection of privacy of natural persons	(Section 7(2)(a))
Item 18	Protection of privacy of natural persons	(Section 7(2)(a))

Deputy Chairman's

Recommendation: That the foregoing motion be adopted.

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):
- (a) Shall be available to any member of the public who is present; and
 - (b) Shall form part of the minutes of the local authority.”