

HAGLEY/FERRYMEAD COMMUNITY BOARD AGENDA

WEDNESDAY 15 APRIL 2009

AT 3.00PM

**IN THE BOARDROOM,
LINWOOD SERVICE CENTRE,
180 SMITH STREET, LINWOOD**

Community Board: Bob Todd (Chairperson), Rod Cameron, Tim Carter, David Cox, John Freeman, Yani Johanson, and Brenda Lowe-Johnson.

Community Board Adviser
Jo Daly
Phone: 941 6601 DDI
Email: jo.daly@ccc.govt.nz

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1. APOLOGIES

2. CONFIRMATION OF MEETING MINUTES – 18 MARCH 2009

The minutes of the Board's ordinary meeting of 18 March 2009 are **attached**.

CHAIRPERSON'S RECOMMENDATION

That the minutes of the Board's ordinary meeting of 18 March 2009 be confirmed.

3. DEPUTATIONS BY APPOINTMENT

3.1 HEATHCOTE VALLEY COMMUNITY ASSOCIATION

Ian Mcleod, Chairman of the Heathcote Valley Community Association will address the board regarding pedestrian access over the Heathcote River in the vicinity of the Tunnel Road roundabout.

3.2 MR RICHARD FLOYD

Richard Floyd will address the board regarding the pedestrian crossing in Redcliffs.

4. PRESENTATION OF PETITIONS

5. NOTICES OF MOTION

6. CORRESPONDENCE

7. BRIEFINGS

**HAGLEY/FERRYMEAD COMMUNITY BOARD
18 MARCH 2009**

**Minutes of a meeting of the Hagley/Ferrymead Community Board
held on Wednesday 18 March 2009 at 3pm in the Board Room,
Linwood Service Centre, 180 Smith Street, Linwood.**

PRESENT: Bob Todd (Chairperson), Rod Cameron, Tim Carter, David Cox,
John Freeman, and Yani Johanson.

Brenda Lowe-Johnson arrived at 3.03 pm and was absent for
Clause 9.

APOLOGIES: Nil

The Board reports that:

PART B - REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

1.1 Mrs Marilyn Tiller and Mr Jim Loughnan – Cave Terrace

Mrs Marilyn Tiller and Mr Jim Loughnan, residents of Cave Terrace, addressed the Board and raised concerns about a group of pinus radiata trees on the Council reserve adjacent to their properties. Concerns raised included loss of views, risk to power lines from high branches, fire risk caused by the depth of pine needles, blockages to the sewer pipe and movement on the bank. Mr Loughnan advised that, with Council approval, he has undertaken trimming of the trees three times in the last 10 years at personal expense. The parties have approached the Council several times regarding this matter. Photos were tabled to illustrate their concerns.

Staff advised that the matter was not considered a high priority in relation to other projects in the city. The action requested is regarded as a significant cost project and the Board were advised that at present the trees are not a health and safety risk, however, staff estimate there may be structural issues requiring action within the next decade.

The Board **requested** staff to prepare an engineer's structural report on the bank, including potential costs and remedies.

The Chairperson thanked Mrs Tiller and Mr Loughnan for their deputation and staff for their input.

1.2 Mr Chris Thomson and Mr Richard Hunter – Marama Crescent

Mr Chris Thomson and Mr Richard Hunter, residents of Marama Crescent, addressed the Board regarding the Marama Crescent – Proposed Stop Control report to be considered as clause 10 of these minutes. They expressed concern at the speed of vehicles using Marama Crescent as a shortcut, the risks to personal safety of residents, and suggested the proposed stop sign would not succeed in reducing the speed of vehicles taking this shortcut route. Residents in the affected area support installation of a barrier across this section of Marama Crescent and are prepared to contribute financially. Photos were tabled to illustrate their concerns.

The Chairperson thanked Mr Thomson and Mr Hunter for their deputation.

This matter was considered during discussion of clause 10 of these minutes.

2. PRESENTATION OF PETITIONS

Nil.

3. NOTICES OF MOTION

Nil.

4. CORRESPONDENCE

Nil.

5. BRIEFINGS

Nil.

6. COMMUNITY BOARD ADVISER'S UPDATE

The Board received information from the Community Board Adviser on forthcoming Board related activity and projects over the coming weeks. Specific mention was made of the following:

- The Board Meeting scheduled for 1 April 2009 may be cancelled. Formal notification will be given on 19 March 2009.
- The meeting between the Board and local Members of Parliament is confirmed for 10am on Monday 20 April, in the Boardroom at the Linwood Service Centre.
- The Board appointed Bob Todd as its representative to work with staff on the Board's 2009 Heritage Awards.

7. BOARD MEMBERS' QUESTIONS

Nil.

8. BOARD MEMBERS' INFORMATION EXCHANGE

- The Board were advised that the adopt a spot programme being introduced by Keep Christchurch Beautiful would be known as Our Beauty Spot.
- The Chairperson wished to record the Board's thanks and appreciation to all those involved in organising and participating in the successful LYFE event held on 7 March 2009.

PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD**9. CONFIRMATION OF MEETING MINUTES – 4 MARCH 2009**

The Board **resolved** that the minutes of the Board's ordinary meeting of 4 March 2009 be confirmed.

10. MARAMA CRESCENT – PROPOSED STOP CONTROL

The Board considered a report seeking approval that a Stop control be placed against Marama Crescent at its intersection with St Andrews Hill Road. A deputation on this matter was also heard by the Board, clause 1.2 refers.

Mr Steve De Jong, Via Strada, addressed the Board on behalf of staff in response to points made by the deputation, matters raised in the report and answered questions from Members.

The Board **resolved** to approve that a Stop control be placed against Marama Crescent at its eastern intersection with St Andrews Hill Road.

The Board **requested** information on costings and timeframes of traffic calming measures at the junction of Major Hornbrook Road and St Andrews Hill Road at the location indicated by staff.

11. PROPOSED ROAD AND RIGHT OF WAY NAMING

The Board considered a report seeking approval for one new road name and one new right of way name.

The Board **resolved** to approve the proposed road name “Vili Place” and right of way name “Cordelia Lane” as submitted.

12. TANYA STREET – PROPOSED NO STOPPING RESTRICTION

The Board considered a report seeking approval to rectify an error in the Board Report submitted to, and approved by, the Hagley Ferrymead Community Board on 4 February 2009, that the stopping of vehicles be prohibited at any time on the western side of Tanya Street.

The Board **resolved** to:

Revoke the following parking restrictions:

- (a) That the stopping of vehicles prohibited at any time commencing on the western side of Tanya Street at a point 260.5 metres from its intersection with Wickham Street and extending into Shivas Place predominantly in a southerly direction for a distance of 50.5 metres be revoked.

Approve the following on Tanya Street and Shivas Place:

- (b) That the stopping of vehicles be prohibited at any time on the western side of Tanya Street commencing at a point 260.5 metres south from its intersection with Wickham Street and extending into Shivas Place predominantly in a southerly direction for a distance of 70.5 metres.

The meeting concluded at 4.50 pm.

CONFIRMED THIS 15th DAY OF APRIL 2009

**BOB TODD
CHAIRPERSON**

8. ELECTED MEMBER EXPENSES AND ALLOWANCES 2009/10

| | |
|-------------------------------------|---|
| General Manager responsible: | General Manager Regulation and Democracy Services, DDI 941-8462 |
| Officer responsible: | Democracy Services Manager |
| Author: | Lisa Goodman |

PURPOSE OF REPORT

1. The purpose of this report is to enable the Council to:
 - a) formulate a proposal to be submitted to the Remuneration Authority for the payment of expenses and allowances in the 2009/10 year to elected members of the Christchurch City Council, and
 - b) as part of that proposal, give specific consideration to a proposal of the Remuneration Authority to abolish the mileage allowance for elected members as currently provided for in the Local Government Elected Members (2008/09) Determination, and to replace it with reimbursement of travelling time and actual travel costs, in limited circumstances.

EXECUTIVE SUMMARY

2. At a meeting on 10 March 2009 the Council adopted its proposal for submission to the Remuneration Authority on the remuneration structure for elected members of the Council for the year commencing 1 July 2009.
3. As part of its remuneration proposal for 2009/10 the Council is also required to seek the Authority's approval for the allowances and expenses to be paid to elected members. Attached as **Attachment A** is a proposed schedule of allowances and expenses for 2009/10, which is identical to the schedule previously approved by the Authority for 2008/09. Staff are not proposing any changes for the next financial year (with the exception of the outcome of the Council's discussion on the mileage allowance issue). In December 2008 the views of the eight Community Boards had been sought on Attachment A, which was considered and supported by all of the Boards.
4. This issue of allowances and expenses was not incorporated in the staff report on remuneration for the Council meeting of 10 March 2009, as there had been insufficient time to go back and consult with the eight Community Boards on a letter dated 28 January 2009 from the Remuneration Authority (**Attachment B**) outlining a proposal relating to the mileage allowance for elected members.
5. The Authority is seeking a response by 1 July 2009 to its proposal on the mileage allowance, which would apply from the 2010 local body elections. In addition, the Authority's letter notes: *"The proposal in the attached paper is that the allowance be abolished following the 2010 local body elections. However, in view of the current economic climate, and the public interest in the remuneration of elected representatives, we draw to your attention that the provisions of the determination concerning the mileage allowance are permissive rather than mandatory. There is an opportunity for Councils to make a change along these lines with effect from 1 July 2009, through an amendment to their expense rules, approved by the Remuneration Authority."*
6. Therefore two issues require consideration in relation to the mileage allowance:
 - a) the Council's view on the Authority's proposal to abolish the mileage allowance as currently provided for (and replacing it with reimbursement of travelling time and actual travel costs in limited circumstances), commencing from the 2010 local body elections, and
 - b) the Council's view on whether the current mileage allowance should apply for the 2009/10 year for elected members of the Christchurch City Council, as currently set out in Attachment A, page 2 (section 5), or whether any changes should be made in line with the Authority's proposal.

8 Cont'd

7. Currently 22 elected members of the Christchurch City Council are claiming the mileage allowance.

FINANCIAL IMPLICATIONS

8. There are no financial implications associated with the recommendations of this report. There is sufficient provision in the draft 2009-2019 LTCCP for the current expenses and allowances to be applied at their present levels from 1 July 2009.

LEGAL CONSIDERATIONS

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

9. The principal statutory provisions which apply in this instance are the Seventh Schedule of the Local Government Act 2002, and the Remuneration Authority Act 1977. The mileage allowance is currently provided for in clause 14 of the Local Government Elected Members (2008/09) Determination.

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?

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

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

11. Not applicable.

CONSULTATION FULFILMENT

12. In December 2008 all Community Boards received a report seeking their views on the remuneration structure and the issue of allowances and expenses. All Boards supported the recommendation for the Council to adopt Attachment A as the proposal for allowances and expenses to be submitted to the Remuneration Authority.
13. This report is being submitted to all Community Boards for consideration so that their views and recommendations on the mileage allowance issue can be reported back to the Council prior to a proposal being submitted to the Remuneration Authority.

STAFF RECOMMENDATION

14. It is recommended that the Hagley/Ferrymead Community Board:
 - a) Note that on 3 December 2008 the Board supported the staff recommendation to submit Attachment A (the proposed rules and policies for the reimbursement of elected member expenses and allowances for the year ending 30 June 2010) to the Remuneration Authority for approval.
 - b) Give consideration to the Remuneration Authority's proposal (set out in Attachment B) to abolish the mileage allowance for elected members as it currently stands, with a view to forming a recommendation(s) to the Council on the following matters:
 - i) whether the Remuneration Authority's proposal should be supported, and if so, whether it should apply from the 2010 local body elections or earlier; and
 - ii) depending on the Board's views in relation to b)i) above, whether Attachment A should be amended accordingly.

CHAIRPERSON'S RECOMMENDATION

For discussion.

8 Cont'd

BACKGROUND**General**

15. A local authority may pay allowances to its elected members or reimburse for their expenses in accordance with rules approved by the Remuneration Authority. The costs of these allowances/expenses are not included in the remuneration pool set by the Remuneration Authority, i.e. the costs are in addition to the salaries paid from the pool.
16. In recent years the Remuneration Authority has indicated that its main interest in the expenses and reimbursement rules of local authorities is to ensure that their provisions do not provide elected members with private financial benefits, more in the nature of income, than reimbursement of actual costs incurred for legitimate business reasons

Mileage Allowance

17. The Mileage Allowance is currently provided for in clause 14 of the Local Government Elected Members (2008/09) Determination. The allowance is \$0.70 per kilometre.
18. The Authority is proposing that it be replaced with reimbursement of travelling time and actual travel costs in limited circumstances. The rationale is outlined in Attachment B, but in summary the Authority's view is that the allowance and its application are becoming increasingly anomalous, inconsistent with the tax status of elected members and unfair in its application. The Authority's letter discusses the following issues:
 - a) Should a mileage allowance be paid at all to elected representatives?
 - b) If a mileage allowance is paid, should it be paid for journeys from home to the Council?
 - c) Fairness; should councillors who drive their private cars to Council meetings be paid additional remuneration?
 - d) Sustainability; that the allowance encourages the use of motor vehicles rather than more sustainable practices.
19. The Authority summarises its proposal for discussion as follows:
 - a) *"Remove the mileage allowance as it currently stands, leaving elected members to claim the costs of vehicle use as part of their taxation arrangements.*
 - b) *In Councils' expenses policies, provide for explicit recognition of travelling time from home to council meetings (or to other explicitly recognised council business activities) where this exceeds, say, around 30km or 30 minutes. The "travel allowance" could be set at a rate per kilometre or, preferably, an hourly rate.*

The Remuneration Authority's preference is that the hourly rate for travel time should be a flat rate which applies uniformly across the country rather than struck on the actual annual remuneration of each elected member.
 - c) *In Council's expenses policies make explicit reference to the conditions under which the actual costs of travel on public transport by an elected member may be met by the Council".*
20. The Authority states while the proposal would apply from the 2010 local body elections, there is an opportunity for Councils to make a change along these lines with effect from 1 July 2009, through an amendment to their expenses rules.

Application of Allowance by Christchurch City Council

21. Section 5 (page 2) of the proposed expenses and allowances for 2009/10 provides for a mileage allowance for Council-related car running associated with attendance at a range of meetings or events. This is the exact wording taken from the approved schedule for 2008/09; it reflects the current situation. The total cost for mileage allowance claims in the 2007/08 year was \$41,000.

8 Cont'd

22. Not all elected members claim for this allowance. Currently six Councillors and 16 Community Board members submit claims for the allowance. Eight of these elected members live on the Banks Peninsula. There can be considerable variation in the number and type of meetings for which the allowance is claimed.

CHRISTCHURCH CITY COUNCIL**PROPOSED ELECTED MEMBER ALLOWANCES AND EXPENSES**
RULES 2009/10**SECTION 1 - NAME OF LOCAL AUTHORITY:** CHRISTCHURCH CITY COUNCIL
(Schedule prepared _____ 2009)

Contact person for enquiries:

Name: Clare Sullivan

Designation: Council Secretary

Email: clare.sullivan@ccc.govt.nz

Telephone: (03) 941-8533
(Direct Line)**SECTION 2 - DOCUMENTATION OF POLICIES**

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

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

SECTION 3 - AUTHENTICATION OF EXPENSE REIMBURSEMENTS AND ALLOWANCES

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

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

ATTACHMENT TO CLAUSE 8 Cont'd

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

SECTION 4 - VEHICLE PROVIDED

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

SECTION 5 - MILEAGE ALLOWANCES

1. **Rate of allowance paid per kilometre**
Reimbursement at the rate per kilometre approved by the Remuneration Authority for Council-related car running associated with attendance at the following meetings or events:
 - Council meetings
 - Council seminars and workshops
 - Committee meetings
 - Community Board meetings
 - Subcommittee meetings
 - Hearings
 - Local conferences, seminars and training courses
 - Residents' association and neighbourhood group meetings
 - Meetings of outside bodies, where the member is attending as a formally appointed Council representative
 - Council tours, and site inspections
 - Meetings with Chief Executive, General Managers or Unit Managers
 - Briefings

SECTION 6 - TRAVEL AND ACCOMMODATION

6.1 Taxis and other transport

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

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

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

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

ATTACHMENT TO CLAUSE 8 Cont'd

6.2 Carparks

Are carparks provided?

Yes

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

6.3 Use of Rental cars

Are rental cars ever provided?

Yes

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

6.4 Air Travel Domestic

Summarise the rules for domestic air travel.

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

(See also clause 6.6.)

6.5 Air Travel International

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

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

ATTACHMENT TO CLAUSE 8 Cont'd

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

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

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

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

Discretionary Allocation of \$4,000 per member:

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

Council Representatives on External Organisations:

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

Prior Council Approval Required in Other Cases

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

Mayor

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

1. The Mayor may of his own volition arrange day-return or short-term travel on official Council business within New Zealand, provided the cost of such travel, accommodation and related incidental expenses can be met within the relevant budget provision.

ATTACHMENT TO CLAUSE 8 Cont'd

2. Other travel for attendance at conferences, courses, training events and seminars, or for other purposes associated with his position as Mayor which falls outside (1) above requires the prior approval of the Chief Executive.
3. The prior approval of the Council is required for:
 - (a) Any fact-finding travel by the Mayor outside New Zealand for the purpose of inspecting or evaluating initiative, facilities or operations which may be of benefit to Christchurch City.
 - (b) Any travel as part of a Sister City Delegation, where the cost of such travel is not wholly covered by the host city.

Community Board Members

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

6.7 Airline Club/Airpoints/Airdollars

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

Mayor only, given frequent travel.

Yes

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

Yes

6.8 Accommodation costs whilst away at conferences, seminars, etc

Summarise the rules on accommodation costs.

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

6.9 Meals and sustenance, incidental expenses

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

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

6.10 Private accommodation paid for by local authority

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

No

6.11 Private accommodation provided by friends/relatives

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

No

SECTION 7 - ENTERTAINMENT AND HOSPITALITY

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

No

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

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

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

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

For remaining Community Board members:

- | | |
|------------------------------|-----|
| • Broadband connection. | Yes |
| • Consumables and stationery | Yes |

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

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

Are telephone rental costs reimbursed in whole or part? Yes

Are telephone call expenses reimbursed in whole or part? Yes

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

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

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

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

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

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

SECTION 9 - PROFESSIONAL DEVELOPMENT, CLUBS AND ASSOCIATIONS

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

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

SECTION 10 - OTHER EXPENSE REIMBURSEMENTS AND ALLOWANCES

Are any other expense reimbursements made or allowances paid? No

SECTION 11 - TAXATION OF ALLOWANCES

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

SECTION 12 - SIGNATURE

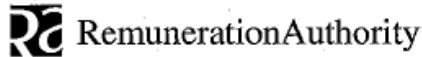
I seek approval from the Remuneration Authority, in relation to the period 1 July 2009 to 30 June 2010, of the expense reimbursement rules and payments of allowances applicable to elected members as set out in this document.

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

Signature

Council Secretary
Designation

Date



28 January 2009

To All Mayors and Chief Executives of All Local Authorities.

MOTOR VEHICLE MILEAGE ALLOWANCE FOR ELECTED MEMBERS

Proposal

The attached discussion paper sets out a proposal that the Mileage Allowance for elected members, currently provided for in clause 14 of the Local Government Elected Members (2008/09) Determination, be abolished. The paper proposes that it be replaced with reimbursement of travelling time and actual travel costs, in limited circumstances.

Background

The Mileage Allowance and its application are becoming increasingly anomalous. The attached paper describes its inconsistency with the tax status of elected members; the unfairness of its application; and the perverse incentives which it can create.

Submissions

Your council's submissions or comments on the proposal, should you wish to make any, are required by **1 July 2009**.

Implementation

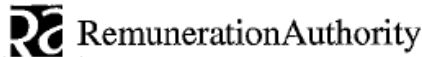
The proposal in the attached paper is that the allowance be abolished following the 2011 Local Body elections.

However, in view of the current economic climate, and the public interest in the remuneration of elected representatives, we draw to your attention that the provisions of the determination concerning the mileage allowance are permissive rather than mandatory. There is an opportunity for Councils to make a change along these lines with effect from 1 July 2009, through an amendment to their expenses rules, approved by the Remuneration authority.

David Oughton
Chairman

Remuneration Authority

PO Box 10084, Morrison Kent House, 105 The Terrace, Wellington 6143, New Zealand
Telephone 04 499 3068 Facsimile 04 499 3065 Email info@remauthority.govt.nz



DISCUSSION PAPER

Local Government Elected Members - Mileage Allowance

Introduction

1. This discussion paper sets out a proposal for changing the current arrangements under which Local Government elected representatives are eligible for an allowance (the "mileage allowance") for the use of their private vehicle on Council business.

Background

2. The mileage allowance was introduced in the first Local Government Elected Members Determination issued by the Authority in 2003. The amount of the allowance (\$0.70 per kilometre), and the eligibility criteria, have remained largely unchanged since that time.
3. For a number of reasons the mileage allowance has been a source of contention. This memorandum:
 - (a) Sets out the current situation;
 - (b) Identifies a number of anomalies or problems with the application of the allowance; and
 - (c) Recommends an approach to addressing these.

Current Situation

4. The mileage allowance is \$0.70 per kilometre. This rate was struck when the Remuneration Authority first issued a remuneration determination for Local Government Elected Members in early 2003.
5. Although the Authority file is not complete, the record is sufficient to confirm that:
 - (a) The rate was intended to incorporate an amount for travel time. Therefore it provides those eligible to receive it both remuneration and reimbursement of some costs;
 - (b) The initial travel time/running cost split was about 50/50 i.e. \$0.35/\$0.35; and

- (c) In 2001/02, probably the year of the data on which the rate was struck, \$0.35 per kilometre more than covered the running costs of a 1300 – 2000cc vehicle (15 – 18 cents per km) and approached the full cost (running cost plus ownership cost) of a similar-sized vehicle which travelled 20,000km each year (\$0.40 – \$0.51 per km).
6. The \$0.70 per km rate has remained unchanged since the 2003 determination. However, the value of the mileage allowance has not eroded to the extent often claimed when fuel prices exceeded \$1² per litre. The 2008 AA figures show running costs and full costs, on the same basis as (c) above, as \$0.17 to \$0.20 and \$0.39 to \$0.47. (Note that the total cost has in fact come down over the last five or six years although, in fairness, striking a rate is very difficult given the wide variation of vehicle sizes and cost, and the mileage actually run by individuals – the latter in particular having a significant impact on the numbers.)
7. The Remuneration Authority's current determination provides for a "vehicle mileage allowance" to be paid to an elected member, for travel by the member, (including travel to and from the member's residence), if the travel is:
- In his or her own vehicle;
 - On the Local Authority's business; and
 - By the most direct route reasonable in the circumstances.
8. Note that this is permissive, not mandatory, and sets maxima for both the amount of, and eligibility for, the allowance. Local Authorities can (and in some cases do) set restrictions on mileage allowances which are tailored to the nature of the Authority and its financial position.

Tax Status of Elected Members

9. Any consideration of the mileage allowance should be seen in the context of the tax status of elected members. Elected members are self employed for tax purposes. This means that all income, including allowances (but not the reimbursement of actual costs such as taxi fares for example) is subject to withholding tax deductions. The member can also claim as business expenses costs incurred in generating income.
10. Mileage allowance payments to elected representatives are subject to withholding tax deductions. The cost of using a private motor vehicle on council business can be claimed as a business expense by the elected member, subject to the eligibility rules determined by the IRD from time to time. This provides an additional financial benefit to the elected member, relevant in the context of the "fairness" issue discussed below.

Current Issues with the Mileage Allowance

11. Set out below are four, sometimes related, matters which have emerged in the five years the mileage allowance provision has been incorporated in the Remuneration Authority's determinations.

(a) Should a mileage allowance be paid at all to elected representatives?

12. Mileage allowances (and similar allowances) are typically part of the conditions which govern *employment* relationships. They are a means of reimbursing costs which are incurred by a salaried employee who does not have the ability, because of his or her tax status, to claim these as employment expenses.

13. The payment of a mileage allowance to a self-employed person, who can separately claim the costs of using his or her vehicle as a business expense, can be seen as anomalous, or even perhaps as "double dipping".

(b) If a mileage allowance is paid, should it be paid for journeys from home to the Council?

14. It is not usual practice for *employees* to have this cost met by the employer.

15. For the self-employed person, the cost of travel from his or her "place of business" to a client is usually accepted as a business expense by the Inland Revenue Department, (but may not necessarily be charged to a client). Also, it is by no means certain that for many elected representatives, their home is their "place of business". Some will no doubt maintain an office at their home, others will have business premises or offices elsewhere.

16. It seems to the Remuneration Authority that there is a reasonable argument for not accepting travel to and from home and the Council Offices as qualifying for the payment of a mileage allowance, but leaving each elected representative to decide whether this travel is a business expense, and whether to claim it for tax purposes.

17. There are two important exceptions to this view:

- For some elected representatives in large, rural local authorities, or in regional councils, travel to and from council meetings takes significant time, and in fairness needs to be recognised.
- As with employees, where safety and security are involved, such as returning home from late meetings, there may be a case for meeting some transport costs, such as a taxi fare, even if other public transport is available.

(c) Fairness

18. There is another aspect to the payment of the vehicle mileage allowance for home to work travel. Should councillors who drive their private cars to Council meetings be paid additional remuneration? This is the effect of the time component in the mileage allowance, and it places the owners of motor vehicles who drive to council meetings at an advantage. Two examples illustrate the point.

- (1) On the assumption that the cost of travel to and from Council meetings is to be reimbursed, a councillor who travels, say, 15 km to a council meeting by car could claim up to \$21.00 for the round trip, and may claim a further deduction of around \$18.00 for tax purposes. Even before the tax benefit, the \$21.00 is likely to be more than the actual vehicle running cost, hence there is reimbursement for travel time.

A councillor who chooses to use public transport might be reimbursed the cost of the fare, but will receive no financial recognition of the time spent travelling. Nor will he or she be able to claim the expense for tax purposes if it has been reimbursed.

Additional income is being generated by the mode of transport rather than by the actual time spent by the elected representative on what is currently treated by some councils as council-related travel.

- (2) In the second example, two regional councillors make a 200km round trip to a council meeting. The travel takes about 2.5 hours. One councillor drives his own car, the other is his passenger. For the 200 km trip the owner/driver may claim \$140, of which about half is running cost (as opposed to total ownership cost). \$70 or about \$28 per hour is therefore payment for time. In addition, the owner/driver may claim around \$120 as a business expense.

The passenger, who spent the same amount of time travelling, receives nothing.

(d) Sustainability

19. A fourth concern with the mileage allowance, particularly in metropolitan areas where public transport is available, or walking and cycling options may be feasible, is that it encourages the use of motor vehicles rather than more sustainable or "environment-friendly" practices.

Comment

20. It is difficult to establish a regime for travel and related allowances which is sensible for all local authorities given the differences between compact urban authorities at one end of the scale and regional authorities covering hundreds of square kilometres at the other; the differences in accessibility of public transport across local authorities; and the differences in lifestyle choices which councillors make as individuals, and which are often reflected in their modes of transport.
21. It is clear also that it is difficult to reduce entitlements which have come to be regarded as part of the total income of elected representatives.
22. However, in the view of the Authority, the issues and examples touched on above raise legitimate concerns which need to be addressed.

Proposal

23. The following is a proposal for discussion.
- (a) Remove the mileage allowance as it currently stands, leaving elected representatives to claim the costs of vehicle use as part of their taxation arrangements.
- (b) In Councils' expenses policies, provide for explicit recognition of travelling time from home to council meetings (or to other explicitly recognised council business activities) where this exceeds, say, around 30km or 30 minutes. The "travel allowance" could be set at a rate per kilometre or, preferably, an hourly rate.

The Remuneration Authority's preference is that the hourly rate for travel time should be a flat rate which applies uniformly across the country rather than struck on the actual annual remuneration of each elected representative.

-
- (c) In councils' expenses policies make explicit reference to the conditions under which the actual costs of travel on public transport by an elected representative may be met by the Council. (Paragraph 17 above.)

Implementation

24. Given the significance of this change, our proposal is that comments be sought with the intention of introducing any change following the 2011 Local Body elections.

January 2009

9. BARTON STREET – PROPOSED NO STOPPING RESTRICTION

| | |
|-------------------------------------|--|
| General Manager responsible: | General Manager City Environment, DDI 941-8608 |
| Officer responsible: | Transport and Greenspace Manager |
| Author: | Steve Hughes, Traffic Engineer – Community. |

PURPOSE OF REPORT

1. The purpose of this report is to seek the Hagley/Ferrymead Community Board's approval to revoke the existing stopping restrictions and to install new stopping restrictions at any time on both sides of Barton Street.

EXECUTIVE SUMMARY

2. The Council has received a request from the occupants of 59 and 63 Rutherford Street that the existing No Stopping Restriction, which was installed many years ago along the Barton Street boundary of their property, be shortened (refer **attached**).
3. 59 Rutherford Street is on the north-east corner of the Rutherford Street/Barton Street intersection. 63 Rutherford Street is on the south-east corner. Rutherford Street is part of State Highway 74a and comes under the jurisdiction of the New Zealand Transport Agency and Barton Street is part of the Christchurch City Council road network. Both streets have a 50km/h speed limit.
4. Barton Street, together with Bamford Street and Long Street, used to be the main routes for heavy vehicles servicing industry in the Long, Jubilee, Broad and Bamford Street area. To enable large trucks to safely negotiate the Rutherford Street/Barton Street corner, no stopping road markings were installed from the corner of Rutherford Street eastwards for 27 metres along both sides of Barton Street. In a normal situation, these no stopping restrictions would have been between 15 and 18 metres long. The 27 metre length of these stopping restrictions meant that there was no on-street parking outside the Barton Street frontage of 59 Rutherford Street, but as there was on-street vehicle parking outside on Rutherford Street, the residents accepted this restriction. There was a short area of on-street parking outside 63 Rutherford Street as this is a longer property.
5. The New Zealand Transport Agency has recently re-aligned the cycle lanes along Rutherford Street and this has resulted in the loss of the on-street parking spaces on Rutherford Street outside number 59. A Bus Stop in Rutherford Street similarly restricts on-street parking outside number 63. Consequently 59 Rutherford Street now has no on-street parking outside their property on Rutherford or Barton Streets, and 63 Rutherford Street has only a short area of vehicle parking in Barton Street.
6. About 10 years ago, alternative access into the industrial area was developed by connecting Jubilee Street to Rutherford Street and the northern ends of Barton Street, Bamford Street and Long Street became no exit streets. This has greatly reduced the volume of traffic, especially of heavy vehicles, using Barton Street and made the retention of the existing 27 metres of stopping restrictions on both sides of Barton Street unnecessary.
7. The revoking of the existing 27 metres of stopping restrictions and the installing of a shorter 18 metre length of stopping restriction will still provide adequate turning space for any large vehicles visiting the area while allowing another 9 metres of on-street parking space outside the properties to compensate for lost parking on Rutherford Street.
8. This proposal was requested by the residents of 59 and 63 Rutherford Street and no other properties are affected by the provision of this additional on-street parking. Therefore no consultation was done with nearby residents. The Woolston Residents Association was consulted and supported the installation of these restrictions.

FINANCIAL IMPLICATIONS

9. The estimated cost of this proposal is approximately \$150.

9 Cont'd

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

10. The installation of road markings and signs is within the LTCCP Streets and Transport Operational Budgets.

LEGAL CONSIDERATIONS

11. Part 1, Clause 5 of the Christchurch City Council Traffic and Parking Bylaw 2008 provides Council with the authority to revoke and install parking restrictions by resolution.
12. The Community Boards have delegated authority from the Council to exercise the delegations as set out in the Register of Delegations dated April 2008. The list of delegations for the Community Boards includes the resolution of parking restrictions and Traffic Control Devices
13. The installation of any parking restriction signs and/ or markings must comply with the Land Transport Rule: Traffic Control Devices 2004.

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

14. As above.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

15. Aligns with the Streets and Transport activities by contributing to the Council's Community Outcomes-Safety and Community.

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

16. As above.

ALIGNMENT WITH STRATEGIES

17. The recommendations align with the Council Strategies including the Parking Strategy 2003, Pedestrian Strategy 2001, Road Safety Strategy 2004 and the Safer Christchurch Strategy 2005.

Do the recommendations align with the Council's Strategies?

18. As above.

CONSULTATION FULFILMENT

19. This proposal was requested by the residents of 59 and 63 Rutherford Street. The shortening of the existing stopping restrictions and therefore an increase in parking in Barton Street occur only outside the applicant properties and effect no other residents. Therefore no consultation with other residents in the area was carried out.
20. The Woolston Community Association support this proposal.
21. The officer in Charge - Parking Enforcement agrees with this recommendation.

9 Cont'd

STAFF RECOMMENDATION

It is recommended that the Hagley/Ferrymead Community Board:

Revoke the following parking restrictions on Barton Street:

- (a) That the existing 27 metres of parking prohibition on the north side of Barton Street commencing at the intersection with Rutherford Street and extending for 27 metres in an easterly direction be revoked.
- (b) That the existing 27 metres of parking prohibition on the south side of Barton Street commencing at the intersection with Rutherford Street and extending for 27 metres in an easterly direction be revoked.

Approve the following parking restrictions on Barton Street:

- (a) That the stopping of vehicles be prohibited at any time on the north side of Barton Street commencing at its intersection with Rutherford Street and extending in an easterly direction for a distance of 18 metres.
- (b) That the stopping of vehicles be prohibited at any time on the south side of Barton Street commencing at its intersection with Rutherford Street and extending in an easterly direction for a distance of 18 metres.

CHAIRPERSON'S RECOMMENDATION

That the staff recommendation be adopted.



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BARTON STREET
Proposed Stopping Restrictions
For Board Approval

Original Plan Size: A4
ISSUE.1 19/02/09
TG100945 MCD

10. 138 STANMORE ROAD - BUS SHELTER

| | |
|-------------------------------------|--|
| General Manager responsible: | General Manager, City Environment, DDI 941-8608 |
| Officer responsible: | Unit Manager, Transport and Greenspace |
| Author: | Greg Barnard, Public Transport Infrastructure Co-ordinator |

PURPOSE OF REPORT

1. The purpose of this report is to provide information and to seek the resolution of the Hagley/Ferrymead Community Board to install a new bus shelter at the existing bus stop outside 138 Stanmore Road (refer **attached**).

EXECUTIVE SUMMARY

2. Local users of this bus stop have requested that a bus shelter be provided at the stop.
3. The adjacent dwelling owner has agreed in writing to the placement of the shelter.

FINANCIAL IMPLICATIONS

4. Costs for installing the bus shelter (\$15,000) will be met from the Passenger Transport Infrastructure budget available for the provision of new bus shelter installations.

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

5. Yes

LEGAL CONSIDERATIONS

6. Under s339 of the Local Government Act (1974) the Council may erect on the footpath of any road a shelter for use by intending public-transport passengers or taxi passengers provided that no such shelter may be erected so as to unreasonably prevent access to any land having a frontage to the road. The Council is required to give notice in writing to the occupier and owner of property likely to be injuriously affected by the erection of the shelter, and shall not proceed with the erection of the shelter until after the expiration of the time for objecting against the proposal or, in the event of an objection, until after the objection has been determined.

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

7. Yes. See above.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

8. LTCCP– Transport and Greenspace Capital Programme

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

9. Yes, as per above.

ALIGNMENT WITH STRATEGIES

10. Liveable City (3) Provide a safe, efficient and affordable transport system. Ensure access to goods and services, and work opportunities.

Do the recommendations align with the Council's strategies?

11. Yes. Our Community Plan.

10 Cont'd

CONSULTATION FULFILMENT

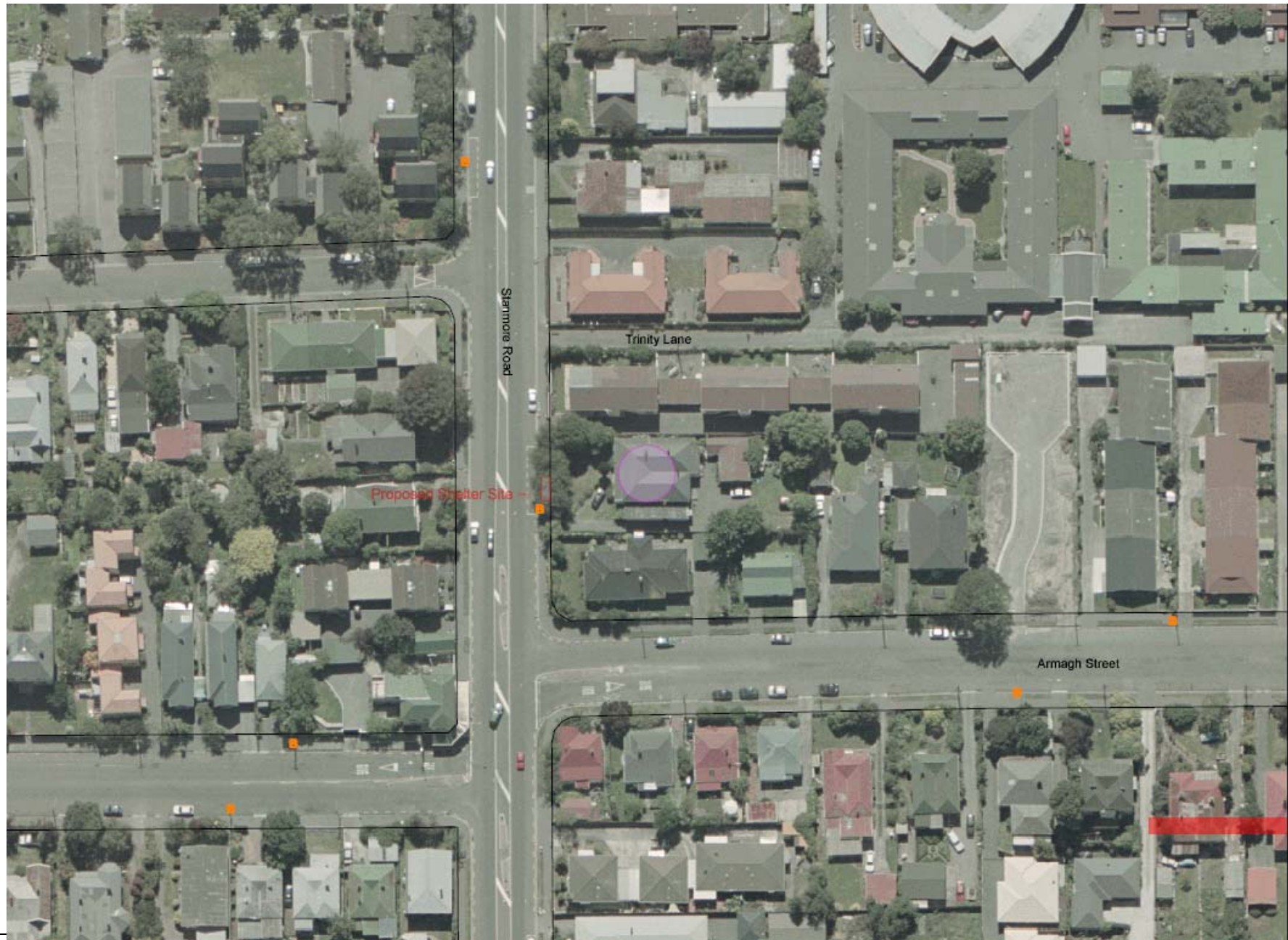
12. The adjacent land is owned by Subculture Ltd and the Managing Director, Mr Ashok Gander, has agreed to the placement of the shelter.

STAFF RECOMMENDATION

It is recommended that the Hagley/Ferrymead Community Board approve the installation of a bus shelter at the bus stop outside 138 Stanmore Road.

CHAIRPERSON'S RECOMMENDATION

That the staff recommendation be adopted.





11. APPLICATION TO THE HAGLEY/FERRYMEAD COMMUNITY BOARD'S DISCRETIONARY RESPONSE FUND - SOUTH CITY YOUTH TRUST

| | |
|-------------------------------------|---|
| General Manager responsible: | General Manager, Community Services Group, DDI 941-8607 |
| Officer responsible: | Unit Manager, Community Support Unit |
| Author: | Shupayi Mpunga, Community Development Adviser |

PURPOSE OF REPORT

1. The purpose of this report is to present a request for funding from South City Youth Trust to the Hagley/Ferrymead Community Board from its 2008/09 Discretionary Response Fund.
2. The request is for \$5,000 towards salary costs for two youth workers for 24-7 Youth Work in Hagley Community College.
3. The Hagley/Ferrymead Community Board presently has \$36,000 available in its Discretionary Response Fund.

EXECUTIVE SUMMARY

4. South City Youth Trust was incorporated under the Charitable Trust Act in February 2007.
5. The Trust runs South City Youth Centre (SCYC) situated on Bath Street in the City Centre. The Youth Centre runs various programmes which include dance groups, holiday programmes and provides youth work at Hagley Community College.
6. The Trust employs two part-time 24-7 youth workers who work in Hagley Community College and at South City Youth Centre and a youth worker who is based at the South City Youth Centre. The 24-7 youth workers focus on supporting students to build positive relationships, encouraging and strengthening leadership development, and coordinating social and outdoor activities within the College and the community.
7. The 24-7 youth workers work with staff at the Hagley Community College to discuss issues affecting the students and ways to address these.
8. The 24-7 youth workers community workers meet with other 24-7 youth workers and managers periodically and network with other community workers.

FINANCIAL IMPLICATIONS

9. Sound financial practices are in place. Audited accounts for the year ended 31 December 2008 have been provided.
10. The total cost of the youth work project is \$30,685. Total salary costs for the 24-7 youth workers is \$15 600. Funding for this purpose has been obtained from Hagley Community College and South City Church.
11. Analysis of total funds at 25 March 2009 shows a balance of \$6,100 with a further \$5,000 expected from Hagley Community College. \$5,000 is earmarked for salaries, \$2,000 for April holiday programmes and the rest for overhead costs.
12. In 2008/09, SCYC received a grant of \$80,000 per year for three years from the Metropolitan Strengthening Communities Fund. The purpose of this funding is to build the capacity of SCYC and allow them to develop a strategy to ensure that the infrastructure and delivery of the range of 24-7 programmes across the city are sustainable going forward. At a Metropolitan level, Council staff are working with SCYC to ensure that they have a central funding strategy in place for all of their programmes and looking at ways of leveraging in other sources of funding from a variety of different avenues.

11 Cont'd

13. More information on how this plan is progressing will be received by staff through the Metropolitan Strengthening Communities six monthly report which is due on 31 March 2009 and through an updating meeting to be held in early April 2009 with representatives of SCYC, the Metropolitan Funding Manager and Metropolitan Youth Adviser
14. There are twenty one 24-7 programmes currently based within schools in the Christchurch area. Of those, a total of seven programmes receive funding contributions from Community Boards (Fendalton/Waimari, Hagley/Ferrymead, Riccarton/Wigram).
15. The Hagley/Ferrymead Community Board contributed a total of \$28,330 to youth worker salaries for four 24-7 youth workers at Linwood college, from its 2008/09 Strengthening Communities Fund.
16. The Hagley/Ferrymead Community Board presently has \$36,000 available in its Discretionary Response Fund.

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

17. Yes.

LEGAL CONSIDERATIONS

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

18. There are no legal implications in regards to this application.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

19. Aligns with LTCCP and Activity Management Plans.

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

20. Yes, Community Support.

ALIGNMENT WITH STRATEGIES

21. This application meets the following Council Community Grants Funding Outcomes:
 - Support, develop and promote the capacity and sustainability of community, recreation, sports, arts, heritage and environment groups.
 - Increase participation in and awareness of community, recreation, sports, arts, heritage and environment groups, programmes and local events.
 - Reduce or overcome barriers to participation.
 - Provide community based programmes which enhance basic life skills.
22. It also helps to meet the following Community Board objectives:
 - Acknowledge diversity and support measures for a vibrant, inclusive and strong communities.
 - Support/advocate for initiatives that support lifelong learning.
 - Encourage participation in recreation sports and arts for all.

Do the recommendations align with the Council's strategies?

23. Yes, Strengthening Communities Strategy.

11 Cont'd

CONSULTATION FULFILMENT

24. None required.

STAFF RECOMMENDATION

It is recommended that Hagley/Ferrymead Community Board defer consideration of this report until such time as staff have received and considered the six month accountability feedback from the Metro Funding Grant due 31 March 2009.

CHAIRPERSON'S RECOMMENDATION

For discussion.

12. APPLICATION TO THE HAGLEY/FERRYMEAD COMMUNITY BOARD'S DISCRETIONARY RESPONSE FUND - SUMNER BAYS UNION TRUST

| | |
|-------------------------------------|---|
| General Manager responsible: | General Manager, Community Services Group, DDI 941-8607 |
| Officer responsible: | Unit Manager, Community Support Unit |
| Author: | Shupayi Mpunga, Community Development Adviser |

PURPOSE OF REPORT

1. The purpose of this report is to present a request for funding from Sumner Bays Union Trust to the Hagley/Ferrymead Community Board from its 2008/09 Discretionary Response Fund.
2. The request is for \$3,000 contribution towards administration costs.
3. The Hagley/Ferrymead Community Board presently has \$36,000 available in its Discretionary Response Fund.

EXECUTIVE SUMMARY

4. Sumner Bays Union Trust (SBUT) was incorporated as a charitable trust in October 2008. The Trust was set up in response to a study done by social work students on social needs within the Hagley/Ferrymead wards.
5. It was formed to build capacity in the Sumner Redcliffs area through the implementation of a range of initiatives targeting the socially disadvantaged, in particular older adults affected by social isolation and further development of the Sumner Art and Craft Market.
6. The Trust will work to support capacity building within the community, build relationships within the community and provide opportunities for adult education. The Trust will also provide information on services available within the Sumner Redcliffs area.
7. The Trust employs a Community Worker who works 20-hours a week based at Redcliffs Union Church building, 4 Augusta Street, Redcliffs. The community worker is responsible for coordinating activities that address community needs, networking, facilitating programmes and events.

FINANCIAL IMPLICATIONS

8. Being a new trust, systems have been put in place to ensure a yearly audit will be carried out. There are internal financial systems in place.
9. The Christchurch City Council donated a computer to the Trust to help with set up of an office in November 2008.
10. The Trust is seeking a contribution grant of \$3000 towards administration costs that include overhead expenses, stationery and travel.
11. No previous funding has been received from the Christchurch City Council.
12. The total cost of the project for the period December 2008 ending December 2009 is \$29,153. Analysis of total funds at 26 March 2009 show a balance of \$2,633.48. Ministry of Social Development gives \$1000 monthly towards this project. All the funds available are earmarked for wages and overhead expenses.
13. The Hagley Ferrymead Community Board presently has \$36,000 available in its Discretionary Response Fund.

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

14. Yes.

12 Cont'd

LEGAL CONSIDERATIONS

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

15. No legal implications have been identified.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

16. Aligns with LTCCP and Activity Management Plans.

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

17. Yes, Community Support.

ALIGNMENT WITH STRATEGIES

18. This application meets the following Council Community Grants Funding Outcomes:

- Support, develop and promote the capacity and sustainability of community, recreation, sports, arts, heritage and environment groups.
- Increase participation in and awareness of community, recreation, sports, arts, heritage and environment groups, programmes and local events.
- Foster collaborative responses to areas of identified need.

19. It also helps to meet the following Community Board objectives:

- Support/advocate for initiatives that support lifelong learning.
- Encourage participation in recreation sports and arts for all.
- Support and advocate for initiatives that enable the ward to have attractive neighbourhoods.

Do the recommendations align with the Council's strategies?

20. Yes, Strengthening Communities Strategy.

CONSULTATION FULFILMENT

21. None required.

STAFF RECOMMENDATION

It is recommended that the Hagley/Ferrymead Community Board allocate \$3,000 from the 2008/09 Discretionary Response Fund to Sumner Bays Union Trust to assist with costs for administration.

CHAIRPERSON'S RECOMMENDATION

For discussion.

13. APPLICATION TO THE HAGLEY/FERRYMEAD COMMUNITY BOARD'S DISCRETIONARY RESPONSE FUND – MANAAKI SOUNDS TRUST

| | |
|-------------------------------------|---|
| General Manager responsible: | General Manager, Community Services, DDI 941-8607 |
| Officer responsible: | Unit Manager, Recreation and Sports |
| Author: | Diana Saxton, Community Recreation Adviser |

PURPOSE OF REPORT

1. The purpose of this report is for the Manaaki Sounds Trust to seek funding from the Hagley/Ferrymead Community Board's 2008/09 Discretionary Response Fund for 'Matariki at the Marae' in June 2009.

EXECUTIVE SUMMARY

2. Manaaki Sounds Trust is applying for funding of \$10,000 each from both the Hagley/Ferrymead and Burwood/Pegasus Community Boards to contribute to the costs of staging a 'Matariki at the Marae' festival at Nga Hau E Wha National Marae on Pages Road from 15-26 June 2009. This will allow the festival to meet community needs and for both Boards to be part of a significant collaborative initiative for eastern suburbs. The festival is accessible with free daytime and evening events, a weekend Wananga and finishing with a Gala ball.
3. In June 2008, the first 'Matariki at the Marae' was held at Nga Hau E Wha National Marae. The idea for the event initiated from a Burwood/Pegasus Community Board working party who were asked to investigate options that will meet the objective of; fostering a sense of New Zealand pride and/or celebrating the cultural diversity of the ward area. The Burwood/Pegasus Community Board provided core funding of \$9,689 from 2007/08 Project Funding (Waitangi Day/Cultural Events Funding allocation). The Hagley/Ferrymead Community Board also supported the event with \$3,000 from 2007/08 Project Funding (Community Events and Special Days). The aims of the festival were:
 - To celebrate Matariki, stimulating awareness and knowledge of children and families living in the eastern suburbs.
 - To encourage the use of Nga Hau E Wha National Marae by the local community
 - To develop a strong working relationship between key stakeholders
4. The week long festival was a resounding success with over 1200 children attending the day sessions and 900 attending the two evening sessions. The range of activities, presentations, performances and displays were designed to suit the learning needs of pre-school and primary school aged children during the day time sessions and the general community in the evening sessions. The event was free to the community and registrations of interest by local schools within the area had to be closed off within two weeks of opening due to receiving over 4000 registrations. Collaboration was a key factor for the success of this project with a dedicated steering committee made up of event partners Te Puni Kokiri, Christchurch City Council Recreation and Sports Unit, Art Gallery Unit, Libraries and Information Unit, Hauora Maturaka, He Waka Tapu and Canterbury University. Participant feedback exceeded expectations with a clear need expressed for this festival to be repeated and expanded to meet demand.
5. Based on the growing significance of Matariki nationally and the clearly expressed community demand for this event at a local level, a two week festival is now being planned for June 2009. The proposed schedule of events for the festival will include eight daytime sessions catering for pre-school aged children in the mornings and primary school aged children in the afternoon and four community evening events. Age appropriate activities will include a welcome to the Marae, finding out about Matariki, Matariki Storytime, Matariki art and craft, Matariki music and dance, Takirua Productions Matariki Play, star lore and star gazing, navigation and planting by the stars and performances. Also included in this year's festival will be weekend craft workshops and a Gala ball. Increasing the duration of the festival will allow many more children and general community to participate. Specialised weekend workshops will enable traditional crafts to be practised and the gala evening will be a glittering finale to the festival enabling corporate sponsors and supporters to be catered for. The total cost of the project is estimated to be \$85,100.

13 Cont'd

FINANCIAL IMPLICATIONS

6. The applicant, Manaaki Sounds Trust is an Incorporated Society that has been operating for five years and is based at Nga Hau E Wha National Marae on Pages Road. This organisation is responsible for the financial administration and co-ordination of the project and has robust management and accountability systems in place. All accountability requirements were met for Board funding received in 2008 including a presentation to both Hagley/Ferrymead and Burwood/Pegasus Community Boards.
7. Nga Hau E Wha National Marae is situated on the boundary of the Burwood/Pegasus and Hagley/Ferrymead wards and the majority of people attending the festival come from the eastern suburbs making it eligible for support from both the Hagley/Ferrymead and Burwood/Pegasus Community Boards. Due to the timing of the event, the application aligns with the 2008/09 Discretionary Response Funding Scheme. The Hagley/Ferrymead Community Board 2008/09 Discretionary Response Fund has a current balance of \$36 000 available for allocation.
8. The total estimated cost of the Matariki event at the Marae 2009 is \$85,100. Funding of \$10,000 each from the Hagley/Ferrymead and Burwood/Pegasus Boards, if approved, will be used to support the cost of staging the festival including subsidised venue expenses, security, promotion and community evening activities.

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

9. This application seeks funding from the Community Board's 2008/09 Discretionary Response Fund.

LEGAL CONSIDERATIONS

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

10. There are no legal implications in regard to this application.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

11. Aligns with LTCCP, regarding Community Board Discretionary Response Funding.

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

12. As above.

ALIGNMENT WITH STRATEGIES

13. Application aligns with the Strengthening Communities Strategy, Events Strategy and local Community Board objectives.

Do the recommendations align with the Council's strategies?

14. As above.

CONSULTATION FULFILMENT

15. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Hagley/Ferrymead Community Board allocate \$10,000 from the 2008/09 Discretionary Response Fund to Manaaki Sounds Trust for the festival 'Matariki at the Marae' in June 2009.

13 Cont'd

CHAIRPERSON'S RECOMMENDATION

That the staff recommendation be adopted.

14. APPLICATION TO THE HAGLEY/FERRYMEAD COMMUNITY BOARD'S YOUTH DEVELOPMENT SCHEME BY HAYDEN JOSEPH WITHERS

| | |
|-------------------------------------|---|
| General Manager responsible: | General Manager, Community Services, DDI 941-8986 |
| Officer responsible: | Unit Manager, Recreation and Sports |
| Author: | Diana Saxton, Community Recreation Adviser |

PURPOSE OF REPORT

1. The purpose of this report is to seek approval for funding from the Hagley/Ferrymead Community Board's 2008/09 Youth Development Scheme.

EXECUTIVE SUMMARY

2. The applicant, Hayden Withers is a 13 year old boy of Bromley seeking funding to represent New Zealand in tap and jazz at the World Dance Championships in Long Beach California in July 2009.
3. Hayden is an extremely talented young man in both dance and singing and continues to perform with outstanding success at an international level. Hayden has represented New Zealand in Australia and America and is poised to become one of the country's best young male dancers in the future.
4. Qualifying to represent New Zealand at the World Dance Championships is a significant achievement. It will be an incredible experience for Hayden to compete against the best in the world plus he will benefit enormously from attending master classes with some of USA's leading tap choreographers and dancers.
5. Hayden is highly regarded by all he works with. He has performed for two consecutive years in Coca Cola Christmas in the Park and was one of only two children to be cast as a soloist. Hayden shows commitment and passion towards singing and dancing, is a joy to have in a class situation as he is attentive and relates well with the other children. Hayden gives 100 percent and has a very committed and supportive family encouraging and enabling him to succeed to such a high level.
6. Hayden attends St Bede's College where he is also excelling academically, in particular, maths, Japanese, drama and music.

FINANCIAL IMPLICATIONS

7. This is the second time the applicant has approached the Board for funding. Hayden received \$1,000 from the Hagley/Ferrymead Community Board's Youth Development Scheme to attend the World Dance challenge in Las Vegas in July 2007.
8. The cost for Hayden to attend the World Championships is approximately \$6,000 for airfares, entries and accommodation. The low NZ dollar has impacted a lot on the costs and Hayden's mother, a sole parent on a low income is struggling to finance both Hayden and herself to attend. Hayden is one of four representatives going from Christchurch and the group have been fundraising for the past two years by selling home-made cheese rolls, entertainment books, organising a cabaret, doing dance performances at South City, applying to funding bodies with little success and getting sponsors for participating in City to Surf.

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

9. Yes. The Board resolved to allocate \$10,000 to the 2008/09 Youth Development Scheme from the Discretionary Response Fund. There is currently \$3,525 in the Board's 2008/09 Youth Development Fund.

14 Cont'd

LEGAL CONSIDERATIONS

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

10. There are no legal implications in regards to this application.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

11. Aligns with LTCCP, regarding Community Board Discretionary funding.

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

12. As above.

ALIGNMENT WITH STRATEGIES

13. Application aligns with the Council's Youth Strategy and local Community Board objectives.

Do the recommendations align with the Council's strategies?

14. As above.

CONSULTATION FULFILMENT

15. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Board allocate \$500 from the 2008/09 Hagley/Ferrymead Youth Development Scheme to Hayden Joseph Withers to represent New Zealand at the World Dance Championships in Long Beach California in July 2009.

CHAIRPERSON'S RECOMMENDATION

That the staff recommendation be adopted.

15. APPLICATION TO THE HAGLEY/FERRYMEAD COMMUNITY BOARD'S DISCRETIONARY RESPONSE FUND – ANZAC WREATHS

| | |
|-------------------------------------|---|
| General Manager responsible: | General Manager Regulation & Democracy Services, DDI 941-8462 |
| Officer responsible: | Democracy Services Manager |
| Author: | Jo Daly, Community Board Adviser |

PURPOSE OF REPORT

1. The purpose of this report is to seek approval for a funding application to the Hagley/Ferrymead 2008/09 Discretionary Response Fund for ANZAC Day Wreaths.

EXECUTIVE SUMMARY

2. In recent years the Community Board has purchased two wreaths to be laid on ANZAC memorials, one in Sumner and one in Heathcote. The cost of each wreath for 2008 ANZAC Day was \$100 (totalling \$200).
3. Staff are recommending that for the 2008/09 year the funding for ANZAC Day wreaths be sourced from the Board's Discretionary Response Fund

FINANCIAL IMPLICATIONS

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

4. Yes. There are no financial implications outside existing budgets.

LEGAL CONSIDERATIONS

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

5. Under the Community Board delegations, the Board has *"absolute discretion over the implementation of the discretionary funding allocation of \$60,000, (subject to being consistent with any policies or standards adopted by the Council)."*

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?

6. Yes. The Board's discretionary funding is part of the Community Grants services on page 103 of the 2006-16 LTCCP.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

7. The recommendations in this report align with:
 - the Strengthening Communities Strategy
8. The recommendations also specifically align with the following Community Board objective:
 - Acknowledge diversity and support measures for a vibrant, inclusive and strong communities.

15 Cont'd

CONSULTATION FULFILMENT

9. Not required.

STAFF RECOMMENDATION

It is recommended that the Hagley/Ferrymead Community Board approve \$200 from the Hagley/Ferrymead 2008/09 Discretionary Response Fund to purchase ANZAC Wreaths.

CHAIRPERSON'S RECOMMENDATION

That the staff recommendation be adopted.

16. LOCAL GOVERNMENT “KNOW HOW” TRAINING COURSES – FINANCIAL GOVERNANCE 101

| | |
|-------------------------------------|---|
| General Manager responsible: | General Manager Regulation & Democracy Services, DDI 941-8462 |
| Officer responsible: | Democracy Services Manager |
| Author: | Jo Daly, Community Board Adviser |

PURPOSE OF REPORT

1. The purpose of this report is to seek the Hagley/Ferrymead Community Board’s approval for interested members to attend a Local Government New Zealand “Know How” Course – Finance Governance 101, to be held in Christchurch on 7 August 2009.

EXECUTIVE SUMMARY

2. The one-day Local Government New Zealand (LGNZ) workshop is designed to provide skills in relation to financial decision-making.
3. The course focuses on enhancing members’ financial planning skills for the long term benefit of the community. It aims to assist elected members to improve their knowledge of financial government issues, know the key questions to ask, and how to influence and make decisions in Government hearings and budgeting processes. LGNZ advises that this course has received favourable feedback from new and highly experienced Councillors who have said they found the course most useful and would recommend it to others. The workshop will deal with the relationship between planning and LTCCP process and financial information, important accounting and asset management concepts, balance sheet management and financial choice and using the lessons learnt in identifying options, considering information and decision making.

FINANCIAL IMPLICATIONS

4. The cost of the Local Government workshop is \$300 plus GST per person, for elected members from member Councils. The Board’s 2008/09 conference attendance, training and travel budgets currently have an unallocated budget of approximately \$600.

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

5. Yes, provision for elected member training is made in the LTCCP, specifically under the Elected Member Representation activity.

LEGAL CONSIDERATIONS**Have you considered the legal implications of the issue under consideration?**

6. Yes, there are no legal implications.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**Do the recommendations of this report support a level of service or project in the 2006-16 LTCCP?**

7. Not applicable.

ALIGNMENT WITH STRATEGIES

8. Not applicable.

Do the recommendations align with the Council’s strategies?

9. Not applicable.

16 Cont'd

CONSULTATION FULFILMENT

10. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Hagley/Ferrymead Community Board give consideration to approving the attendance by interested members at the one day Local Government workshop, Financial Governance 101 to be held on 7 August 2009 in Christchurch.

CHAIRPERSON'S RECOMMENDATION

For discussion.

15. 4. 2009

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- 17. COMMUNITY BOARD ADVISER'S UPDATE**
- 18. BOARD MEMBERS' QUESTIONS**
- 19. BOARD MEMBERS' INFORMATION EXCHANGE**