

**SHIRLEY/PAPANUI COMMUNITY BOARD  
AGENDA**

**WEDNESDAY 15 APRIL 2009**

**AT 4.00PM**

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

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

**Community Board Adviser**  
Graham Sutherland  
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**PART A - MATTERS REQUIRING A COUNCIL DECISION  
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1. **APOLOGIES**

2. **CONFIRMATION OF MEETING MINUTES – 17 MARCH 2009**

The minutes of the Board's ordinary meeting of Wednesday 17 March 2009 are **attached**.

**CHAIRPERSON'S OR STAFF RECOMMENDATION**

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

15. 4. 2009

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ATTACHMENT TO CLAUSE 2

9.4.2009

**SHIRLEY/PAPANUI COMMUNITY BOARD  
17 MARCH 2009**

**Minutes of a meeting of the Shirley/Papanui Community Board  
held on Wednesday 17 March 2009 at 5.30pm  
in the Boardroom, Papanui Service Centre, Corner Langdons Road and Restell Street**

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

**APOLOGIES:** An apology for early departure was received and accepted from Aaron Keown who retired at 6.30pm and was absent for Clauses 1, 7, 9, 12, 13, 20, 21 and 22.

The Board reports that:

**PART A – MATTERS REQUIRING A COUNCIL DECISION**

**1. YOUTH DEVELOPMENT FUND**

<b>General Manager responsible:</b>	General Manager, Community Services, DDI 941-8607
<b>Officer responsible:</b>	Unit Manager, Community Support
<b>Author:</b>	Peter Croucher, Community Board Adviser

**PURPOSE OF REPORT**

1. The purpose of this report is to outline to the Board the implications of transferring funds from its Discretionary Response fund to its Youth Development fund and to recommend it not proceed.

**EXECUTIVE SUMMARY**

2. The Strengthening Communities Strategy enables Community Boards to allocate from their Discretionary Response fund "up to \$10,000" for Youth Development grants. This action was taken by the Shirley/Papanui Community Board on 12 August 2008.
3. Following funding decisions made by the Shirley/Papanui Community Board since August 2008 and up to 18 February 2009 the balance of the 2008/09 Youth Development fund is \$460.
4. At its meeting on 18 February 2009, the Board resolved to transfer an additional \$920 from its Discretionary Response fund into its Youth Development fund to enable its youth funding decisions at the time to be met. The Board has therefore spent \$12,060 on Youth Development from the 2008/09 fund. In the 2007/08 financial year, the Board allocated \$15,100 on Youth Development funding.

**FINANCIAL IMPLICATIONS**

5. There are no overall financial implications. The Board currently has \$30,037 in its Discretionary Response fund that has not yet been unallocated.

**DO THE RECOMMENDATIONS OF THIS REPORT ALIGN WITH 2006-16 LTCCP BUDGETS?**

6. Yes see page 176, regarding Board funding.

**ATTACHMENT TO CLAUSE 2**

**LEGAL CONSIDERATIONS**

7. Community Boards have discretion over the use of their Discretionary Response Funds.

**HAVE YOU CONSIDERED THE LEGAL IMPLICATIONS OF THE ISSUE UNDER CONSIDERATION?**

8. Not applicable

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

9. Not applicable.

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

10. Yes see page 176, regarding Board funding.

**ALIGNMENT WITH STRATEGIES**

11. To transfer additional money from the Discretionary Response fund to the Youth Development fund would align with the Strengthening Communities strategy but not, however with the Discretionary Response fund guidelines for community grant funding schemes which limits the Youth Developments grant total to \$10,000.

**Do the recommendations align with the Council's strategies?**

12. There is alignment with the Strengthening Community Strategy goals
- Increase participation in community recreation and sports programmes and events.
  - Improve basic life skills so that all residents can participate fully in society.

**CONSULTATION FULFILMENT**

13. Not applicable.

**STAFF RECOMMENDATION**

It is recommended that the Shirley/Papanui Community Board does not proceed to transfer funds from its 2008/09 Discretionary Response fund to its 2008/09 Youth Development fund to meet expected demand.

**BOARD RECOMMENDATION**

That the Council amend its policy on placing a limit of up to \$10,000 on Youth Development Funds and on the Boards use of its Discretionary Fund.

**PART B - REPORTS FOR INFORMATION**

**2. ELECTION OF ONE CANDIDATE FOR THE SHIRLEY/PAPANUI COMMUNITY BOARD**

The Board considered and **received** a report declaring that the successful candidate elected at the 2009 election of one member of the Shirley/Papanui Community Board was Kathy Condon.

**3. GREENSPACE TRAFFIC WORKS COMMITTEE MEETING – MINUTES OF 4 FEBRUARY 2009**

The Board **received** for information the confirmed minutes of the Greenspace Traffic Works Committee meeting of 4 February 2009 and noted the following decisions had been made under delegated authority:

ATTACHMENT TO CLAUSE 2

3.1 **CONFIRMATION OF MEETING MINUTES – 4 FEBRUARY 2009**

The Committee **resolved** to confirm the minutes of the Greenspace Traffic Works Committee meeting of 15 December 2008 subject to the following amendments to Clauses 3.7 and 9 as follows:

**Clause 3.7**

**SAWYERS ARMS ROAD/MAIN NORTH ROAD**

**Clause 9**

**SAWYERS ARMS ROAD AT SOUTH ISLAND MAIN TRUCK RAILWAY – PROPOSED NO-STOPPING RESTRICTION**

The Committee considered a report seeking approval for a no-stopping area on Sawyers Arms Road adjacent to the driveway of property number 97 near the *South Island Main Truck Railway*.

The Committee **resolved** that the stopping of vehicles be prohibited at any time on the south side of Sawyers Arms Road commencing at a point 19 metres north from its intersection with the *South Island Main Truck Line* and extending in a northerly direction for a distance of 16.5 metres.

3.2 **MAYFIELD AVENUE STREET RENEWAL**

The Committee considered a report seeking approval that the proposed street renewal works in Mayfield Avenue proceed to detailed design, tender and construction.

The Committee **resolved** that the Mayfield Avenue Street Renewal Project proceed to detailed design, tender and construction. Revocation of existing parking restrictions, implementation of new stopping restrictions, placement of a Give Way and Stop Sign in Mayfield Avenue was also approved.

3.3. **BELLVUE AVENUE STREET RENEWAL**

The Committee considered a report seeking approval that the proposed Bellvue Avenue Street Renewal project proceed to final design, tender and construction.

The Committee **resolved** that the Bellvue Avenue Street Renewal Project proceed to detailed design, tender and construction. Revocation of existing parking restrictions, implementation of new stopping restrictions and placement of a Give Way in Bellvue Avenue was also approved.

(Note: Aaron Keown requested that his vote against the above decision be recorded and the reason being due to budget and that underground wiring was not being included in the project.)

3.4. **PRESTONS ROAD – PROPOSED P5 PARKING RESTRICTION**

The Committee considered a report seeking approval that a Parking Restriction be installed on the north side of Prestons Road outside Marshland Primary School.

The Committee **resolved** to revoke existing parking restrictions on both the north and south side of Prestons Road commencing at its intersection with Marshland Road extending in a westerly direction to its intersection with Quaid's Road. The Committee also approved No Stopping and parking restrictions in Prestons Road.

ATTACHMENT TO CLAUSE 2

3.3. LAKE ROTO KOHATU – LICENCE TO OCCUPY TO CANTERBURY SCHOOLS SAILING TRUST

The Committee considered a report seeking approval to grant an extension for a further 12 months by way of a variation to the Licence to Occupy granted to the Canterbury Schools Sailing Trust over that area of reserve land forming Lake Roto Kohatu North East of Sawyers Arms Road from 1 October 2007 expiring now on 31 March 2010.

The Committee **resolved**:

- (a) That the Shirley/Papanui Greenspace Traffic Works Committee approve the granting of an extension by way of a variation for an additional 12 months to the Licence to Occupy granted to the Canterbury Schools Sailing Trust over the areas of reserve land forming Lake Roto Kohatu North East of Sawyers Arms Road from 1 April 2009 to the 31 March 2010 and that the rental be set in line with the Council's standard policy.
- (b) That Greenspace staff provide a memorandum to the Committee advising of proposals and timelines for the installation of toilet blocks at Lake Roto Kohatu, to include costs including installation, by 1 April 2009.

In receiving the report, the Board noted that Matt Morris' name was shown twice, and that 'Tulett Park' was shown as 'Nunweek Park'.

4. DEPUTATIONS BY APPOINTMENT

4.1 Papanui Youth Development Trust

Ross Banbury (Manager Papanui Youth Development Trust) updated members on ongoing projects overseen by the Trust.

The Board **agreed** that a future meeting with local school Principals be held at the Papanui Youth Centre.

The Chairperson thanked Mr Banbury for his deputation and congratulated him on the Trust's success.

4.2 Emmet Street Trees

Ralph Ross expressed concern that in his opinion the pruning request in the original petition (**attached**) to the Board had not been addressed. Information on pollarding was tabled and Mr Ross requested that the Emmett Street trees be pruned using pollarding techniques.

Jonathan Hansen (Council Arborist) provided advice to the committee including confirming that the Emmett Street trees were Special Purpose Road Zone trees – they could not be removed unless they were dead, dying or diseased.

Members considered that the proposed public meeting would be valuable to allow residents to have their say.

The Chairperson thanked Mr Ross for his deputation.

The Board's decision on this matter is noted in clause 20 of these minutes.

5. PRESENTATION OF PETITIONS

Nil.

6. NOTICE OF MOTION

Nil.

## 7. BRIEFINGS

### 7.1 Graham Condon Recreation and Sports Centre

Simon Battrick (Western Area Recreation Manager) updated members on matters relating to the building of the Graham Condon Recreation and Sports Centre.

The Board **received** the information.

### 7.2 Bus Priority Project

Kirsten Mahoney (Project Manager) and Tom Howkins (Project Manager) briefed the Board on the Queenspark Corridor and Papanui/Main North Roads bus priority projects.

The Board **received** the information.

## 8. ADJOURNMENT OF MEETING

At 7.18pm the Board **resolved** that the meeting stand adjourned and resumed at 7.24pm.

## 9. ROAD STOPPING POLICY

The Board considered a report seeking a recommendation to the Council to adopt a formal policy in relation to the stopping of legal road. Staff advised comments and recommendations from each of the eight Community Boards would be reported back to the Council in a combined report.

The Board **agreed** to temporarily suspend Standing Order 2.1.3 for the purpose of allowing Board members to take part in an across the table discussion and to clarify information provided in the report.

The Board **agreed** to lift the temporary suspension of Standing Order 2.1.3.

The Board **agreed** that before making a recommendation to the Council:

- (a) That consideration of the Road Stopping Policy report be deferred to enable staff to provide definitions of "minor" and "contentious" issues.
- (b) That the Road Stopping Policy needs to define the role of Community Boards in relation to the implementation of this policy.

## 10. ADJOURNMENT OF MEETING

At 8.05pm the Board **resolved** that the meeting stand adjourned and resumed at 8.16pm.

## 11. CORRESPONDENCE

The Board **received** the following correspondence:

11.1 **Shirley Boys High School** – Response to student behaviour complaint.

11.2 **Marian College** – Response to student behaviour complaint.

11.3 **New Zealand Police** – Confirmation that additional traffic enforcement would be implemented in the Sawyers Arms/Gardiners Roads area.



ATTACHMENT TO CLAUSE 2

**12. COMMUNITY BOARD ADVISER'S UPDATE**

The Board **received** information from the Community Board Adviser on forthcoming Board related activities and projects. Specific mention was made of the following:

- It was **agreed** that the Board workshop on 25 March 2009 be held at 8am at a Civic Office venue.
- It was **agreed** that retrospective approval be given to the Board's submission on the Draft Water Supply Strategy.
- It was **agreed** that the meeting proposed to be held with Local Members of Parliament on 24 April 2009 be postponed to late May 2009.
- It was **agreed** that discussion on the Board's Long Term Council Community Plan will be held at the workshop on 25 March 2009.

**13. BOARD MEMBERS' INFORMATION EXCHANGE**

**13.1 MEMBERS INFORMATION**

Specific mention was made of the following matters:

- It was **agreed** that staff be requested to clarify if Chorus could be invited to speak to the Board on the placement of the broadband Whisper cabinets in the ward.
- **St Albans OSCAR** – Council staff are investigating relocation options.
- **Ellerslie Flower Show** – The Board acknowledged the work of Jan McCarthy in her media releases for this event. Feedback from the Board will be forwarded to organisers and a note of congratulations will be sent to Project Lyttelton and Canterbury Soil and Health for their bronze award.
- **2009 Community Board Conference** – Attendance at the conference will be the highest recorded in the event's history.

**13.2 DEPUTY CHAIRPERSONS REPORT**

Information on the Deputy Chairperson's activities over the January/February 2009 period had previously been circulated.

**14. QUESTIONS UNDER STANDING ORDERS**

Nil.

**PART C - DELEGATED DECISIONS TAKEN BY THE BOARD**

**15. CONSIDERATION OF SUPPLEMENTARY ITEM**

The Board's approval was sought to submit a supplementary report for consideration at this meeting regarding the election of one candidate for the Shirley/Papanui Community Board. The reason, in terms of section 46a(vii) of the Local Government Official Information and Meetings Act 1987, the report was not included on the main agenda because it was not available at the time the agenda was prepared and it cannot wait for the next meeting of the Board.

The Board **resolved** to accept the supplementary report (clause 2 of these minutes refer).

**16. ORAL DECLARATION BY MEMBER**

Kathy Condon completed her oral declaration in the presence of the Unit Manager, Democracy Services Unit, representing the Chief Executive.

**17. ELECTION OF CHAIRPERSON**

The Board **resolved** that System A be adopted as the method of voting.

Nominations were called for the position of Chairperson.

Pauline Cotter was nominated by Aaron Keown, seconded by Matt Morris.

Yvonne Palmer was nominated by Norm Withers, seconded by Ngaire Button.

Pauline Cotter received three votes.

Yvonne Palmer received four votes.

Yvonne Palmer was elected Chairperson for the remainder of the Shirley/Papanui Community Board 2007/2010 term.

**18. ORAL DECLARATION BY THE CHAIRPERSON**

Yvonne Palmer took the oral declaration as Chairperson in the presence of the Unit Manager, Democracy Services Unit, representing the Chief Executive and assumed the Chair for the remainder of the meeting.

**19. CONFIRMATION OF MINUTES – BOARD MEETING OF 18 FEBRUARY 2009**

The Board **resolved** that the minutes of its ordinary meeting held on 18 February 2009, be confirmed.

**20. EMMETT STREET - TREE PRUNING**

The Board considered a report with a recommendation from the Greenspace Traffic Works Committee that the request to undertake height reduction pruning (topping) of the protected scarlet oak trees in Emmett Street be declined.

Staff clarified that the Board had the delegated authority to approve the Greenspace Traffic Works Committee recommendations.

The Board **resolved**:

- (a) That it decline the petitioner's request to reduce the height of the trees in Emmett Street; and
- (b) That the trees in Emmett Street be maintained to internationally recognised and accepted arboricultural standards and practices.
- (c) That staff be requested to arrange a meeting at a local venue with residents to provide an explanation and consultation on tree issues in Emmett Street.

**ATTACHMENT TO CLAUSE 2**

**21. YOUTH DEVELOPMENT FUND**

The Board considered a report outlining the implications of transferring funds from its Discretionary Response fund to its Youth Development fund and recommending that it not proceed. It was confirmed that the current balance of the Youth Development fund was \$460.

The Board noted the staff advice that it should not act against the Strengthening Communities strategy.

**STAFF RECOMMENDATION**

It was recommended that the Shirley/Papanui Community Board does not proceed to transfer funds from its 2008/09 Discretionary Response fund to its 2008/09 Youth Development fund to meet expected demand.

The Board **resolved**:

- (a) To transfer \$4,000 from its 2008/09 Discretionary Response fund to its 2008/09 Youth Development fund to meet expected demand.
- (b) To request Council to amend its policy on placing a limit on Youth Development Funds coming from the Boards' Discretionary Funds.

**22. SHIRLEY PAPANUI YOUTH DEVELOPMENT FUND – REQUESTS FOR FUNDING**

The Board considered a report presenting Youth Development fund applications for funding in the 2008/09 financial year. Clause 1 of these minutes refer.

**STAFF RECOMMENDATION**

It was recommended that the Shirley/Papanui Community Board decline these applications due to insufficient funds available.

The Board noted that following the decision made in clause 21 of these minutes, there was a balance of \$4,460 available in the Youth Development fund.

The Board **resolved**:

- (a) To approve \$300 from the 2008/09 Youth Development funds for Hamish Teale to attend the Under 17 cricket team to tour Sri Lanka and Singapore from 26 March to 9 April 2009.
- (b) To approve \$200 from the 2008/09 Youth Development funds for Tayla Manawatu to attend the U13 Aotearoa Maori Netball Oranga Healthy Lifestyle Tournament being held in Hamilton in April 2009.
- (c) To approve \$250 from the 2008/09 Youth Development funds for Sharna-Marie Murch to attend the National BMX championships in Whangarei from 9 to 13 April 2009.

**23. BOARD REPRESENTATION ON OUTSIDE ORGANISATIONS AND COMMITTEES**

The Board considered a report proposing consideration to the appointment of Board representatives on local outside organisations to fill the vacancies created following the resignation of the former Board Chairperson.

**15. 4. 2009**

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**ATTACHMENT TO CLAUSE 2**

The Board **resolved** that Kathy Condon be appointed to the outside organisations with representation vacancies, and that other alterations to appointments be made as follows:

**VACANCIES**

Northlands Residents  
Riverlea Estate  
Brooklands Community Centre  
ECAN Liaison (with Pauline Cotter)  
Police Liaison (with Yvonne Palmer)  
Courtenay Street Residents (with Ngaire Button and Yvonne Palmer)  
St Albans Edu-Care.

**ALTERATIONS**

Graham Condon Recreation and Sport Centre (Kathy Condon and Yvonne Palmer)  
Waimakariki Eyre (Ngaire Button and Pauline Cotter)  
Edgware Pool (no Board representative required)  
Ouruhia Hall (no Board representative required)  
Papanui Pool (no Board representative required).

The meeting concluded at 9.50pm.

**CONFIRMED THIS 15TH DAY OF APRIL 2009**

**YVONNE PALMER  
CHAIRPERSON**

### 3. COMMUNITY SERVICES AND EVENTS COMMITTEE MEETING – REPORT OF 4 FEBRUARY 2009

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

#### PURPOSE OF REPORT

The purpose of this report is to submit the following outcomes of the Community Services and Events Committee meeting held on Wednesday 4 February 2009 at 4.00pm.

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

An apology for lateness was received and accepted from Ngaire Button who joined the meeting at 4.10pm and was absent for the majority of clause 1 and all of clause 3..

#### PART B - REPORTS FOR INFORMATION

##### 1. STAFF BRIEFING – CHILDREN’S DAY

Helen Miles (Community Recreation Advisor) briefed the Committee on Children’s Day being held on 1 March 2009 and sought support from Committee members to assist with evaluations.

It was **agreed** that Committee members would assist on a rotation basis

##### 2. COMMITTEE MEMBERS’ INFORMATION EXCHANGE

Specific mention was made of the following:

- It was **agreed** that staff be requested to draft a simplified consultation form to be used by Committee members when interacting with the public before the due date of the Draft Water Supply Strategy.
- Yvonne Palmer registered her concern at aspects of the Funding Council’s Social Housing Portfolio consultation. She believed the times of the public consultation session in Papanui were not suitable for the elderly and that notification of the consultation to Community Boards had been late.
- It was **agreed** that a representative from the Papanui Youth Trust be invited to attend a Board meeting to advise of and discuss the Trust’s current operations.

It was **agreed** that the Chairperson will write a letter to school principals in the general area of the Palms Mall advising of disruptions caused by students at the Mall and the adjacent fast-food outlets as well as the hazards to traffic students are causing on Marshland Road and request that this situation be discussed with students

#### PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD

##### 3. CONFIRMATION OF MEETING MINUTES – 9 DECEMBER 2009

The Committee **resolved** that the report of its ordinary meeting of 9 December 2009, be confirmed.

##### 4. BELFAST COMMUNITY NETWORK INCORPORATED – FUNDING REQUEST

The Committee considered a report requesting funding for the Belfast Community Network Inc., acting behalf of the Youth Hope Trust. The request was for \$11,000 for the costs of research into the issues facing young people and their carers in Belfast when housing situations change.

### 3 Cont'd

Ngaire Button moved:

*That the Committee allocate \$5,660 from the Board's 2008/09 Discretionary Response Fund to the Belfast Community Network Incorporated to enable stage one of a youth housing research project to be undertaken on behalf of the Youth Hope Trust.*

The motion was seconded by Matt Morris and when put to the meeting was declared tied 3 all on a show of hands.

The Chairperson, used her casting vote for the motion and the motion was declared **carried**.

(Note: Yvonne Palmer, Aaron Keown and Norm Withers requested that their votes against the above decision be recorded. Yvonne Palmer and Aaron Keown requested that their reason be recorded, being due to insufficient information provided to make a decision.)

### 5. REQUEST FOR FUNDING ST ALBANS SWIMMING CLUB INCORPORATED

The Committee considered a report to present a funding application to be considered for the St Albans Swimming Club Inc (The Club). The Club is requesting \$6,210 to assist with the costs of providing their water activity programme.

The Committee **resolved**:

- (a) To allocate \$1,690 from the Board's 2008/09 Discretionary Response Funds for the St Albans Swim Club to be used for coach training, emergency equipment, pool and storage hire.
- (b) To note that the financial operation of the Swim Club as presented in this application appears to be unsustainable and recommends that the Club approach Sport Canterbury for advice on future operational and financial planning.

(Note: Pauline Cotter declared a conflict of interest in respect to this item and abstained from voting and discussion thereon. The Chair was assumed by Aaron Keown for this item.)

The meeting concluded at 5.30pm.

### STAFF RECOMMENDATION

That the report be received.

### CHAIRPERSON'S RECOMMENDATION

That the staff recommendation be adopted.

#### 4. GREENSPACE TRAFFIC WORKS COMMITTEE MEETING – REPORT OF 4 MARCH 2009



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

##### PURPOSE OF REPORT

The purpose of this report is to submit the following outcomes of the Greenspace Traffic Works Committee meeting held on Wednesday 4 March 2009 held at 4.00pm.

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

Aaron Keown joined the meeting at 4.05pm and was absent for clause 5.

##### PART A – MATTERS REQUIRING A COUNCIL DECISION

##### 1. EMMETT STREET - TREE PRUNING

<b>General Manager responsible:</b>	General Manager City Environment, DDI 941-8608
<b>Officer responsible:</b>	Unit Manager Transport and Greenspace
<b>Author:</b>	Shane Moohan, City Arborist

##### PURPOSE OF REPORT

1. To recommend that the Board recommend to Council that the request to undertake height reduction pruning (topping) of the protected scarlet oak trees in Emmett Street be declined.

##### EXECUTIVE SUMMARY

2. On 17 September 2008 a petition (**attached**) was received by the Board from residents in Emmett Street and Praem Place requesting that the scarlet oak trees in Emmett Street be topped by one quarter.
3. The reason given is that the trees are too high.
4. The petition also mentions Allison Street and Praem Place, however it is unclear what the request is for these two streets.
5. Topping trees is not a recommended arboricultural management practice.
6. Council only tops trees for statutory purposes when they are under electrical conductors or the top of the tree is dead/declining and it is desirable to retain the tree rather than remove it.
7. The trees in Emmett Street are protected through the Christchurch City Plan for their landscape value under Volume 3: Part 8 Special Purpose Zone 4.5.4 Removal or major pruning of any tree in Road Zone as category B trees.
8. Reducing the height of the trees in Emmett Street would have an adverse effect on their quality as a landscape feature.
9. For these reasons it is recommended that the petition be declined and that the trees continue to be maintained to internationally recognised and accepted arboricultural standards and practices.

4 Cont'd

**FINANCIAL IMPLICATIONS**

10. The cost to top the trees is estimated at \$66,000 (not including cost of traffic management). Topping these trees would become an annual exercise with similar costs involved.

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

11. The recommendation aligns with the current LTCCP budgets.

**LEGAL CONSIDERATIONS**

12. The rules for pruning trees protected under Part 8 Special Purpose Zones are :

"In addition to any relevant rules applicable to listed protected trees in Appendix 4, part 10 of the Plan, within any of the streets listed in the SP (Road) Zone listed below:

- (a) No tree shall be removed
- (b) Pruning of any tree shall only be permitted above a height which is two-thirds of the total height of the tree measured from ground level
- (c) Below the height specified in (b), only those branches less than 50mm in diameter may be pruned

13. This rule shall not apply if removal or pruning is required for any of the following reasons:

- the tree is dead, dying or diseased;
- the tree presents an immediate hazard due to structural weakness or root instability;
- the tree is causing serious damage to essential public or private services or property"

14. This means that topping the trees by as much as one third of their height is a permitted activity therefore no Resource Consent is required to gain approval for this work.

15. The Greenspace Manager has the following delegation with respect to trees:

*"In consultation with any other units affected and the relevant Community Board, authorise the planting or removal of trees from any reserve or other property under the Manager's control."*

Therefore the delegated authority to approve or decline this request lies with the Transport and Greenspace Manager or the Community Board.

16. Although this pruning request is a permitted activity consideration of the following City Plan Policies may be of some benefit –

**Volume 2 : Section 4 City Identity**

**4.2.1 Policy: Tree Cover**

To promote amenity values in the urban area by maintaining and enhancing the tree cover present in the City.

Tree cover and vegetation make an important contribution to amenity values in the City. Through the redevelopment of sites, existing vegetation is often lost and not replaced. The City Plan protects those trees identified as "heritage" or "notable" and the subdivision process protects other trees which are considered to be "significant". The highest degree of protection applies to heritage trees.



#### 4 Cont'd

Because Christchurch is largely built on a flat plain, trees and shrubs play an important role in creating relief, contributing to visual amenity and attracting native birds.

The amount of private open space available for new planting and to retain existing trees is influenced by rules concerning building density and setback from boundaries. The rules do not require new planting for residential development but landscaping is required in business zones.

#### **4.2.2 Policy: Garden City**

**To recognise and promote the “Garden City” identity, heritage and character of Christchurch.**

A key aspect of achieving this policy will be maintaining and extending environments and vegetation types which compliment this image. A broad range of matters influence and contribute to this image, including the following:

- tree-lined streets and avenues
- parks and developed areas of open space

#### **14.3.2 Policy: “Garden City” image identity**

**To acknowledge and promote the “Garden City” identity of the City by protecting, maintaining and extending planting which compliments this image**

#### **Volume 3: Part 8 Special Purpose Zone**

#### **14.3.5 Street Trees**

Nearly half the length of streets within the city contains street trees, but the presence of very high quality street trees which add considerable presence to streets and neighbourhoods is confined to a relatively small proportion of the road network. These streets add particular character and amenity of the city, either in the form of avenues which form points into the city, or an important part of the local character of particular streets.

- 17 Council as landowner has the legal right to approve or decline the request to prune the trees.
18. An application to prune or remove the trees may be made to the District Court under The Property Law Amendment Act 1975.

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

19. Council has the legal right to approve or decline the application to prune the trees.
20. The District Court can order the pruning of the trees under The Property Law Amendment Act 1975.

#### **ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

21. Pruning the trees without obtaining reimbursement from the applicant is inconsistent with the current LTCCP as funding has not been allocated in the Transport and Greenspace Unit tree maintenance budget for the topping of structurally sound and healthy trees other than those requiring clearance from electrical conductors.
22. Obtaining reimbursement from the petitioners to prune the trees is consistent with the current LTCCP (however this will have to be an annual cost which will also be required to be passed on).

#### 4 Cont'd

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

23. The recommendation aligns with the level of service for street tree maintenance and provision.

#### **ALIGNMENT WITH STRATEGIES**

24. Retaining the trees in their present condition and form would be consistent with the Living Streets Strategy and the Biodiversity Strategy.
25. Retaining the trees in their present condition and form would be consistent with the Christchurch Urban Design Vision
26. There is currently no overarching city wide strategy for vegetation management.
27. There is currently no policy for the pruning or removing of trees in public spaces. A Draft Tree Policy is being worked on.
28. Retaining the trees in their present condition and form would be in keeping with the Garden City Image.
29. Topping the trees would not be in keeping with the Garden City image.

#### **CONSULTATION FULFILMENT**

30. There has been no public consultation by Council on this matter.

#### **STAFF RECOMMENDATION**

It is recommended that the Greenspace Traffic Works Committee asks the Board to recommend that the Council:

- (a) declines the request to reduce the height of the trees in Emmett Street; and
- (b) that the trees in Emmett Street be maintained to internationally recognised and accepted arboricultural standards and practices.

#### **COMMITTEE RECOMMENDATION**

It is recommended that the Board recommend to the Council:

- (a) that it decline the petitioner's request to reduce the height of the trees in Emmett Street; and
- (b) that the trees in Emmett Street be maintained to internationally recognised and accepted arboricultural standards and practices.
- (c) that staff be requested to arrange a meeting at a local venue with residents to provide an explanation and consultation on tree issues in Emmett Street.

#### **BACKGROUND (THE ISSUES)**

31. The scarlet oak trees in Emmett Street were planted in 1950 and 1970. There are 115 trees.
32. They are significant to Christchurch City as a landscape feature for size, form and age.

**4 Cont'd**

33. It is possible that they also have significance to Christchurch for commemorative purposes as it has been suggested that they were planted to commemorate soldiers in World War II. This has not been confirmed.
34. Topping the trees would have a negative effect on them as a landscape feature and would negate the reason why they were protected.
35. A conservative value of \$2.7 million (using STEM Standard Tree Evaluation Method, which is the national aboricultural industry standard for evaluating and valuing amenity trees) has recently been placed on them. Topping them would reduce the value by approximately \$900,000.
36. Approving the request may lead to residents with similar requests (e.g. Massey Crescent, Severn Street, Dudley Street etc) expecting the same result. This would have serious consequences for the Garden City image.
37. Council has declined similar requests from residents in other streets with significant trees.
38. Topping trees is not a recommended management practice because –
  - topping leads to decay within the remaining stem which can make the tree structurally unsound
  - the resultant new growth is weakly attached to the remaining stem which means it breaks off easily and is therefore hazardous
  - severe topping of trees can make them unstable as a comparable amount of roots will die to compensate for the sudden loss of photosynthetic material
  - topping trees can inhibit root growth by denying the roots access to chemicals critical to their development
  - removing the upper canopy can open up the remaining canopy to wind forces that the tree is not geared to take. This can lead to branches breaking off in winds
  - the tree will, within 1 year of pruning, put on growth up to 10 times the amount of foliage removed. This means that any “benefits” from topping are quickly reversed.
  - removal of the outer foliage can cause sun scald to the inner canopy and branches not used to exposure to the sun
  - topped trees are generally unsightly and can detract from the landscape character that the trees create or contribute to
  - maintenance costs are high as trees will require topping annually which will involve specialist equipment such as elevated platform trucks
39. A combined Community Board and staff site visit was conducted on 3 December 2008 where one of the petitioners Mr Rogers of 2 Praem Place stated that the reason he would like the trees topped is to increase their stability.
40. Residents usually request trees be topped because of shade, leaf fall, views or encroachment purposes.
41. The trees in Allison Street are Fraxinus ornus (flowering ash) and because of their small stature at maturity are highly unlikely to cause shade or encroachment problems. There may be some concerns with leaf fall in autumn.
42. There are no street trees in Praem Place.
43. There will be some encroachment pruning undertaken for Emmett Street when a general maintenance round is scheduled for May and June of this year.

**THE OBJECTIVES**

44. The objectives of this report are to provide the Board with sufficient information to enable Board Members to make a decision on the future maintenance of the trees in Emmett Street.

**4 Cont'd**

**THE OPTIONS**

**Option 1: Maintain the status quo**

45. (a) decline the request to reduce the height of the trees in Emmett Street; and  
(b) that the trees in Emmett Street be maintained to internationally recognised and accepted arboricultural standards and practices.

**Option 2**

46. Top the trees.  
(a) Do not charge the petitioners for pruning.  
(b) Charge the petitioners the cost of pruning (including cost of traffic management). Cost of pruning is estimated at \$66,000 (excluding cost of traffic management). Topping these trees would become an annual exercise with similar costs involved.

**THE PREFERRED OPTION**

47. (a) decline the request to reduce the height of the trees in Emmett Street; and  
(b) that the trees in Emmett Street be maintained to internationally recognised and accepted arboricultural standards and practices.

**PART B - REPORTS FOR INFORMATION**

**2. DEPUTATIONS**

Nil

**3. TRANSPORT AND GREENSPACE UPDATES**

Mary Hay (Greenspace Consultation Leader) and Basil Pettigrew (Traffic Engineer – Community) updated the Committee on the following projects.

**3.1 Springfield/Abberley Crescent**

Traffic issues at this intersection were being assessed.

**3.2 Redwood Shopping Centre**

A report will be coming to the 1 April 2009 meeting recommending parking restrictions on the Main North Road consistent with the entrance ways being legal road.

**3.3 Hussey Road**

It was agreed that staff be requested to provide clarification on the speed limit calculation based on distance and also supply information on the process followed when deciding on speed limits.

4 Cont'd

4. COMMITTEE MEMBERS' INFORMATION EXCHANGE

Specific mention was made of the following:

- **Morrison Avenue Reserve Plaque**

It was agreed that schools in the ward be asked for any information that students may have about the memorial plaque recently stolen from the Morrison Avenue Reserve. A commitment was given by journalism students attending the meeting to provide a newspaper article publicising the theft.

- **St Albans Educare**

It was agreed that staff be requested to clarify the status of the funding of \$350,000 that was approved by the Council in 2002 for the building of a new facility for the St Albans Edu-Care.

**PART C - REPORT ON DELEGATED DECISIONS  
TAKEN BY THE BOARD**

5. CONFIRMATION OF MEETING MINUTES – 4 FEBRUARY 2009

The Committee **resolved** to confirm the minutes of the Greenspace Traffic Works Committee meeting of 4 February 2009.

6. **PACKE STREET – PROPOSED ANGLED PARKING**

The Committee considered a report seeking approval that angle parking be installed on the east side of Packe Street outside number 8 and 10 Packe Street and number 273 Bealey Avenue.

The Committee **resolved** that the parking of vehicles be restricted to 90 degree angle parking on the east side of Packe Street commencing at a point 13 metres in a northerly direction from its intersection with Bealey Avenue and extending in a northerly direction for a distance of 27 metres.

(**Note:** Aaron Keown requested that his vote against the above decision be recorded and the reason noted that in his view the entire east side of Packe Street from Bealey Avenue to Canon Street should have angle parking.)

The meeting concluded at 5.45pm.

**STAFF RECOMMENDATION**

That the report be received and the recommendations therein be adopted.

**CHAIRPERSON'S RECOMMENDATION**

That the staff recommendation be adopted.

**5. DEPUTATIONS BY APPOINTMENT**



**5.1 NEW ZEALAND POLICE (5.00pm approx.)**

Inspector Dave Lawry will be in attendance to update members on police matters pertaining to the Shirley/Papanui ward.

**5.2 ENVIRONMENT CANTERBURY - DRAFT LONG TERM COUNCIL COMMUNITY PLAN 2009–19 (5.30pm approx.)**

Environment Canterbury Councillors Jane Demeter and Carole Evans will be in attendance to give a brief overview of Environment Canterbury's LTCCP matters that the Board might wish to submit on.

**6. PRESENTATION OF PETITIONS**

Nil.

**7. NOTICES OF MOTION**

Nil.

**8. CORRESPONDENCE**

Items of correspondence have been separately circulated to members.

**9. BRIEFINGS**

Nil.

**10. NEIGHBOURHOOD TRUST – REQUEST FOR FUNDING**

<b>General Manager responsible:</b>	General Manager, Community Services Group, DDI 941-8607
<b>Officer responsible:</b>	Unit Manager, Community Support Unit
<b>Author:</b>	Bruce Meder, Community Development Adviser,

**PURPOSE OF REPORT**

1. The purpose of this report is to present a request for funding to the Shirley/Papanui Community Board on behalf of Neighbourhood Trust. The request is for \$7,000 from the Community Board's Discretionary Funds. The Board has \$26,037 remaining in its Discretionary Response Funds for 2008/09.
2. The funding request is to assist with the costs of a series of parenting skills seminars and workshops to run during the last week of August (Parenting Week).
3. This application is also being presented to the Fendalton/Waimairi Community Board as the group expects some participants to come from that Board's area.

**EXECUTIVE SUMMARY**

4. Neighbourhood Trust have been actively involved in the Mairerehau/North St Albans area for ten years. They run a variety of programmes and events (Mairerehau Community Day, Family Fireworks Extravaganza, Christmas Day Tea) as well as advocating on behalf of local residents.
5. The Trust has two divisions. Their Children's Division runs after-school and holiday programmes and Food for Schools. The focus and strengths of the work of their main division is on families and the elderly. They have established a good reputation in their work on parenting issues.
6. Through their work with families and parenting issues the Trust has put together a series of parenting skills seminars and workshops during the week of 24-30 August 2009. The design and timing of these events is that they will build on one another so that parents will have the opportunity to participate in further training and support once the week is complete.
7. The Trust is working collaboratively with the Cranford Centre to train volunteers to run the Parents Inc "Toolbox" series. Neighbourhood Trust will be running the course for 0-6 years and Cranford Centre the course for 6-12 years.
8. As part of the week the Trust has obtained the services of two well-known keynote speakers: Celia Lashlie and Sophie Gray (The Destitute Gourmet). This application is to assist with the costs associated with these speakers and advertising related to the week. To cope with the expected numbers wishing to hear these speakers, the Trust will be utilising the Aurora Centre. This location is likely to attract people from the Fendalton/Waimairi Wards, hence the reason for this application also going to that Community Board for part funding. They are expecting 25 to 30% of attendees from this area.
9. Neighbourhood Trust are well-equipped to run this series of seminars and workshops as they have excellent links with many families and have good experience of working in the area of parenting skills.

**FINANCIAL IMPLICATIONS**

10. The budget for the week is as follows:

Speaker fees	\$ 5,700
Speaker associated costs	\$ 1,600
Venue hire	\$ 1,800
Advertising	\$ 3,500
Administration	\$ 500
Catering (and other food costs)	\$ 2,200
<b>TOTAL</b>	<b>\$15,300</b>

**10 Cont'd**

11. The Trust is seeking \$7,000 from the Shirley/Papanui Community Board and a further \$2,800 from Fendalton/Waimairi Community Board.
12. The latest Accounts of the Trust (to 31 December 2008) show an annual turnover of \$130,000 with a surplus of slightly less than \$2,000. The Trust had Net Assets of \$90,000 with \$80,000 of this being Fixed Assets. Their Accounts have consistently received an Unqualified Opinion from their Auditor.
13. The Board has \$26,037 remaining in its Discretionary Response Funds.

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

14. Yes.

**LEGAL CONSIDERATIONS**

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

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

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

16. This application 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.

**ALIGNMENT WITH STRATEGIES**

18. This application aligns with the Strengthening Communities Strategy:
  - Helping to build and sustain a sense of local community.
  - Enhancing the safety of communities and neighbourhoods.
  - Improving basic life skills so that all residents can participate fully in society.
19. It also helps to meet the following objectives of the Shirley/Papanui Community Board:
  - The Board advocates to make the Shirley/Papanui Ward a safer place for all residents.
  - The Board advocates for and supports local lifelong learning opportunities.
  - The Board acknowledges diversity and facilitates a vibrant, inclusive and strong community.

**Do the recommendations align with the Council's strategies?**

20. Yes.

**CONSULTATION FULFILMENT**

21. None required.

**STAFF RECOMMENDATION**

It is recommended that the Shirley/Papanui Community Board allocate a grant of \$7,000 from their Discretionary Response Fund to Neighbourhood Trust to assist in the costs of their "Parenting Week 2009" seminars and workshops.

**CHAIRPERSON'S RECOMMENDATION**

That the staff recommendation be adopted.



## 11. ST ALBANS COMMUNITY CHOIR - REQUEST FOR FUNDING

<b>General Manager responsible:</b>	General Manager, Community Services Group, DDI 941 8607
<b>Officer responsible:</b>	Unit Manager Recreation and Sport Unit
<b>Author:</b>	Helen Miles, Community Recreation Adviser

**PURPOSE OF REPORT**

1. The purpose of this report is to present a funding application to the Shirley/Papanui Community Board from the St Albans Community Choir who are requesting \$500 to assist with the costs of staging a Community Barn Dance on Sunday 10 May 2009.

**EXECUTIVE SUMMARY**

2. St Albans Community Choir was formed in 1997 responding to a perceived need in the community. For the last 12 years, the choir has been very successful performing at variety of events and concerts. The choir aim is to make music accessible to everyone. There is no audition process and the choir's members range in age from 30 to 87 years old. The choir currently has 26 members.
3. The St Albans Choir has been running the Barn dance for a number of years. The event is open to all of the Community and hosted at St Albans School. Last year the event had Bill Baratempa calling the dances and Bush Telegraph and friends playing the music. The choir did a number of performances along with some soloists and Morris dancers. The ages ranged from 18 months to 83 years. The aim of the event is to provide and promote good family entertainment that is at an affordable price leading into the colder months of the year. The event runs from 5 to 8.30pm. This event is alcohol and smoke free.
4. The St Albans Community Choir were not aware of the funding dates surrounding small projects. The Barn dance will be held before decisions are made about the 2009/10 small project fund round. Below is outline of the events budget.

**Barn Dance**

	\$
<i>Venue Hire</i>	80
<i>Advertising</i>	40
<i>Musicians Cost (petrol etc)</i>	420
<i>Sundry expenses tea, coffee etc</i>	160
<b>Total Costs</b>	<b>\$700</b>
<i>Income \$10.00 per family</i>	200

**FINANCIAL IMPLICATIONS**

5. The Shirley/Papanui Community Board currently has \$26,037 in their Discretionary Response fund available for allocation. Past funding from the Community Board has seen St Albans Community Choir granted \$572 from Community Development Funding in 1997 and \$220 from the small events funding to assist with cost of the barn dance in 2005.

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

6. Yes, see page 176, Discretionary Fund.

**LEGAL CONSIDERATIONS**

7. Not applicable.

**11 Cont'd**

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

8. Not applicable.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

9. Page 176 of the LTCCP, level of service under Community Board funding Strong Communities.

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

10. Recommendation is in line with Community board discretionary budget and meets level of support within strong communities.

**ALIGNMENT WITH STRATEGIES**

11. Recreation and Sport – Goals 2 and 4  
Community and Strengthening Communities Strategy ~ Page 33, 49.

**Do the recommendations align with the Council's strategies?**

12. Yes.

**CONSULTATION FULFILMENT**

13. Not applicable.

**STAFF RECOMMENDATION**

It is recommended that the Shirley/Papanui Community Board approve a grant of \$300 from discretionary funds for the St Albans Barn dance event.

**CHAIRPERSON'S RECOMMENDATION**

For Discussion.

## 12. APPLICATION TO SHIRLEY/PAPANUI COMMUNITY BOARD'S YOUTH DEVELOPMENT FUND – BEN GRIMSHAW

<b>General Manager responsible:</b>	General Manager, Community Services, DDI 941-8607
<b>Officer responsible:</b>	Unit Manager, Youth Development fund
<b>Author:</b>	Helen Miles Community Recreation Adviser

### PURPOSE OF REPORT

1. The purpose of this report is to present an application for funding to the Community Board from the 2008/09 Youth Development Scheme.

### EXECUTIVE SUMMARY

2. The applicant is Ben Grimshaw – 12-year-old seeking funds to assist with the costs associated with attending 2009 New Zealand Tennis National U 12 championships.
3. Background on Ben Grimshaw – Ben Grimshaw lives in Carnaby Close, St Albans, and is in Year 8 at St Patrick's School. He is the youngest of four children, with three of them being heavily involved in tennis. Ben is currently ranked in the top 25 for his age in New Zealand.
4. Ben has been playing tennis for 7 years. Currently he is playing three to four times a week. Ben has represented Canterbury a number of times in National and Provincial events. He is currently a member of the Canterbury Tennis training squad. Ben's ultimate goal is to be ranked number one in world.
5. This tournament will assist Ben in both developing his competition and social skills. Ben's goal for this tournament is to win and to be noticed by national selectors for possible future New Zealand selection.
6. This is Ben's first application to the Community Board. Ben's family is not undertaking any fundraising. Ben's family is financially supportive of his involvement in attending the New Zealand Tennis National U 12 championships however; any financial assistance would be most appreciated.
7. The following tables provide a general overview of the funding requested:

<b>New Zealand U 12 National Tournament</b>	
<b>Expense</b>	<b>Cost (\$)</b>
Airfares	\$271.00
Accommodation	0.00
Tournament fee	\$ 60.00
<b>Total Cost</b>	<b>\$331.00</b>
Fundraising	\$0.00
Amount Requested from Community Board	\$271.80

### FINANCIAL IMPLICATIONS

8. The Shirley Papanui Community Board has available \$2910.00 from Youth Development fund for allocation. This is in excess of the initial \$10,000 permitted for youth development under the Strengthening Communities Strategy.

### LEGAL CONSIDERATIONS

9. There are no legal considerations.

**12 Cont'd**

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

10. This application does not align with the activity management plans, as the board will exceed \$10,000.

**ALIGNMENT WITH STRATEGIES**

11. Aligns with the Strengthening Communities Strategy goals

**STAFF RECOMMENDATION**


It is recommended that the Shirley/Papanui Community Board decline the applicant Ben Grimshaw as:

- the Board has already allocated \$10,000 from its Discretionary Response Fund to Youth Development funding in line with the Strengthening Communities Strategy, and
- there has been no undertaking from the applicant to fundraise.

**CHAIRPERSON'S RECOMMENDATION**

For Discussion.

### 13. QUEENSPARK BUS PRIORITY PROJECT – BUS STOP RATIONALISATION AMENDMENTS

 <b>General Manager responsible:</b>	General Manager, City Environment Group, DDI 941-8608
<b>Officer responsible:</b>	Transport and Greenspace Unit Manager
<b>Authors:</b>	Kirsten Mahoney, Project Manager, Greg Barnard, Public Transport Infrastructure Co-ordinator

#### PURPOSE OF REPORT

1. The purpose of this report is to request the Shirley/Papanui Board to recommend to the Council to amend some of the bus stop resolutions associated with the bus stop rationalisation aspect of the Queenspark Bus Priority project, following a review of bus stop infrastructure along this corridor during the detailed design phase.

#### EXECUTIVE SUMMARY

2. At its meeting held on 12 June 2008, the Council resolved *“that further consultation occur with St Stephen’s Church regarding the removal of the bus shelter close to their premises”*.
3. In carrying out this resolution during the detailed design phase, Council officers have reviewed the bus stop rationalisation programme for the Queenspark route in its entirety. This report outlines the recommended changes to the bus stop rationalisation approved by Council at its meeting held on 12 June 2008 in line with the Council’s Bus Stop Location Policy 1999 and the recently adopted Bus Stop Infrastructure Guidelines.
4. As a result of this review, the St Stephen’s Church bus stop and bus shelter is recommended to remain in its existing location. The other bus stop rationalisation amendments proposed as a result of the review are summarised below in the table. Note that the (f)(#) references relate to the Council resolutions in the report dated 12 June 2008.

Existing Bus Stop	Proposed Bus Stop	Recommendation	Reason for Amendment
(f)(61) That the existing bus stop on the east side of Hills Road commencing at a point 112.5m south of its intersection with Warden Street and extending in a southerly direction for a distance of 15m be revoked.	(f)(76) That a bus stop be installed on the east side of Hills Road commencing at a point 113.5m south of its intersection with Warden Street and extending in a southerly direction for a distance of 13m.	Retain the existing bus stop and revoke the proposed bus stop.	The cost of moving a bus stop one metre to the south along Hills Road is unwarranted. In addition, the length of the bus stop is proposed to be shorter than the recommended guidelines of 14m for minimum bus stop lengths.
(f)(64) That the existing bus stop on the west side of Hills Road commencing at a point 99m north of its intersection with Edward Avenue and extending in a northerly direction for a distance of 15m be revoked.	(f)(75) That a bus stop be installed on the west side of Hills Road commencing at a point 13.5m north of its intersection with Edward Avenue and extending in a northerly direction for a distance of 15m.	Retain the existing bus stop and revoke the proposed bus stop.	The existing bus stop is located closer to the Shirley Shopping area and therefore of more use to passengers than the proposed bus stop, which was the location of the second bus boarder stop during that trial.
(f)(66) That the existing bus stop on the east side of Hills Road commencing at a point 96m north of its intersection with North Avon Road and extending in a northerly direction for a distance of 18m be revoked.	N/A	Retain the existing bus stop.	The removal of this bus stop would introduce safety concerns for pedestrians having to cross North Avon Road to get to the next bus stop. Retaining this stop reduces the potential safety risks to those pedestrians utilising the bus service along Hills Road.
(f)(67) That the existing bus stop on the north side of Shirley Road commencing at a point 91.5m east of its intersection with Hills Road and extending in an easterly direction for a distance of 22m be revoked.	(f)(78) That a bus stop be installed on the north side of Shirley Road commencing at a point 127.5m east of its intersection with Hills Road and extending in an easterly direction for a distance of 20m.	Retain the existing bus stop and revoke the proposed bus stop.	The existing bus stop and bus shelter outside Shirley Primary School is recommended to remain in its existing location, as there is no reason to move it east by approximately 35m, given the cost of moving this infrastructure.
(f)(70) That the existing bus stop on the west side of Emmett Street at a point (bus stop sign only) north of its intersection with Shirley Road for a distance of 22.5m be revoked.	N/A	Retain the existing bus stop.	With the recommendation to retain the bus stop and shelter outside St Stephen’s Church, it is considered appropriate to retain the bus stop in Emmett Street opposite St Stephen’s Church.

**13 Cont'd**

(f)(71) That the existing bus stop on the north side of Shirley Road commencing at a point 13.5m east of its intersection with Emmett Street and extending in an easterly direction for a distance of 18m be revoked.	N/A	Retain the existing bus stop.	This bus stop and bus shelter outside St Stephen's Church is recommended to remain as it is a well patronised stop.
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5. The staff recommendations outlined below are consistent with the bus stop rationalisation plans shown at Appendix 1.

**FINANCIAL IMPLICATIONS**

6. There are no financial implications with the retention of the existing bus stops.
7. The bus stop rationalisation is included within the estimated costs for the Queenspark Bus Priority Project, which is included in the Transport and Greenspace Unit's capital programme for implementation in the 2008/2009 and 2009/2010 financial years. Removal of an existing bus stop including signage and markings typically costs \$300 each, and the installation of a new bus stop including signage and markings typically costs \$300 each.

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

8. As above.

**LEGAL CONSIDERATIONS**

9. The installation of any bus stop signage and/or markings must comply with the Land Transport Rule - Traffic Control Devices 2004 – Rule 54002.
10. The retention of the existing bus stops will require resolution by the Shirley/Papanui Community Board, as these were revoked by the Council at its meeting held on 12 June 2008.
11. The revocation of the proposed bus stops will require resolution by the Shirley/Papanui Community Board, as these were passed by the Council at its meeting held on 12 June 2008.
12. The Board's Greenspace Traffic Works Committee met on 1 April 2009 and supported the staff recommendation.

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

13. The delegation for resolution of bus stops and bus shelters lies with the Community Board in the Council's Register of Delegations 2008.

**13 Cont'd****ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

14. The Queenspark Bus Priority Project aligns with the Transport and Greenspace Unit's Asset Management Plan, and the Bus Priority Routes Project of the Capital Works Programme, pg 85, Our Community Plan 2006-2016.

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

15. As above

13 Cont'd

**ALIGNMENT WITH STRATEGIES**

16. The Queenspark Bus Priority Project is consistent with the New Zealand Transport Strategy, as well as key regional and local Council strategies, including the Regional Land Transport Strategy, Metropolitan Christchurch Transport Statement, Public Passenger Transport Strategy, Pedestrian Strategy, Parking Strategy, Cycling Strategy, Road Safety Strategy, Citywide Public Transport Priority Plan, Metro Strategy 2006-2012 and the Greater Christchurch Urban Development Strategy.
17. The bus stop rationalisation aspect of the bus priority project has been developed in line with the Council's Bus Stop Location Policy 1999.

**Do the recommendations align with the Council's strategies?**

18. As above.

**CONSULTATION FULFILMENT**

19. Public consultation for the Queenspark Bus Priority Project was undertaken from 15 October – 17 December 2007. The Queenspark Route specific consultation brochure was distributed to approximately 3,770 households along the route and side streets (residents and absentee landowners), as well as stakeholders and other interested groups. A total of 17,000 route specific brochures were printed and distributed.
20. As a result of consultation phase, a total of 163 responses were received on the Queenspark route, through a variety of media including emails, feedback forms (included with the brochure), Have Your Say on the Council's website, letters and phone call. In addition, there were four route specific seminars held.
21. The consultation process was reported to all Community Board members and Councillors in a report dated 18 January 2008 *Bus Priority Record of Consultation, Communication and Marketing*. The issues raised during the consultation phase were reported to the three Community Boards at their meetings held on 19 May 2008 (Burwood/Pegasus), 21 May 2008 (Shirley/Papanui) and 21 May 2008 (Hagley/Ferrymead) and to Council at its meeting held on 12 June 2008.
22. The request to keep the bus stop and bus shelter outside St Stephen's Church was made to Council at its meeting held on 12 June 2008 by Mr Ralph Ross. Further discussions were held with Mr Ross following the Council meeting, where Mr Ross outlined the history behind the bus stop and bus shelter at both Shirley Primary School and St Stephen's Church. In consultation with Council officers, the recommendation of the project team is to retain these two bus stops with their associated bus shelters in their existing locations.

**STAFF RECOMMENDATION**

It is recommended that the Shirley/Papanui Board recommend to the Council:

- (a) That it reinstate the following resolutions revoked by Council at its meeting held on 12 June 2008, which read:
  - (f)(61) *That the existing bus stop on the east side of Hills Road commencing at a point 112.5 metres south of its intersection with Warden Street and extending in a southerly direction for a distance of 15 metres be revoked.*
  - (f)(64) *That the existing bus stop on the west side of Hills Road commencing at a point 99 metres north of its intersection with Edward Avenue and extending in a northerly direction for a distance of 15 metres be revoked.*

13 Cont'd

*(f)(66) That the existing bus stop on the east side of Hills Road commencing at a point 96 metres north of its intersection with North Avon Road and extending in a northerly direction for a distance of 18 metres be revoked.*

*(f)(67) That the existing bus stop on the north side of Shirley Road commencing at a point 91.5 metres east of its intersection with Hills Rod and extending in an easterly direction for a distance of 22 metres be revoked.*

*(f)(70) That the existing bus stop on the west side of Emmett Street at a point (bus stop sign only) north of its intersection with Shirley Road for a distance of 22.5 metres be revoked.*

*(f)(71) That the existing bus stop on the north side of Shirley Road commencing at a point 13.5 metres east of its intersection with Emmett Street and extending in an easterly direction for a distance of 18 metres be revoked.*

(b) These resolutions are recommended to read:

*(f)(61) That the existing bus stop on the east side of Hills Road commencing at a point 112.5 metres south of its intersection with Warden Street and extending in a southerly direction for a distance of 15 metres remain.*

*(f)(64) That the existing bus stop on the west side of Hills Road commencing at a point 99 metres north of its intersection with Edward Avenue and extending in a northerly direction for a distance of 15 metres remain.*

*(f)(66) That the existing bus stop on the east side of Hills Road commencing at a point 96 metres north of its intersection with North Avon Road and extending in a northerly direction for a distance of 18 metres remain.*

*(f)(67) That the existing bus stop on the north side of Shirley Road commencing at a point 91.5 metres east of its intersection with Hills Rod and extending in an easterly direction for a distance of 22 metres remain.*

*(f)(70) That the existing bus stop on the west side of Emmett Street at a point (bus stop sign only) north of its intersection with Shirley Road for a distance of 22.5 metres remain.*

*(f)(71) That the existing bus stop on the north side of Shirley Road commencing at a point 13.5 metres east of its intersection with Emmett Street and extending in an easterly direction for a distance of 18 metres remain.*

(c) Revoke the following resolutions passed by Council at its meeting held on 12 June 2008, which read:

*(f)(76) That a bus stop be installed on the east side of Hills Road commencing at a point 113.5 metres south of its intersection with Warden Street and extending in a southerly direction for a distance of 13 metres.*

*(f)(75) That a bus stop be installed on the west side of Hills Road commencing at a point 13.5 metres north of its intersection with Edward Avenue and extending in a northerly direction for a distance of 15 metres.*

*(f)(78) That a bus stop be installed on the north side of Shirley Road commencing at a point 127.5 metres east of its intersection with Hills Road and extending in an easterly direction for a distance of 20 metres.*



**13 Cont'd**

(d) These resolutions are recommended to read:

*(f)(76) That a bus stop proposed to be installed on the east side of Hills Road commencing at a point 113.5 metres south of its intersection with Warden Street and extending in a southerly direction for a distance of 13 metres be revoked.*

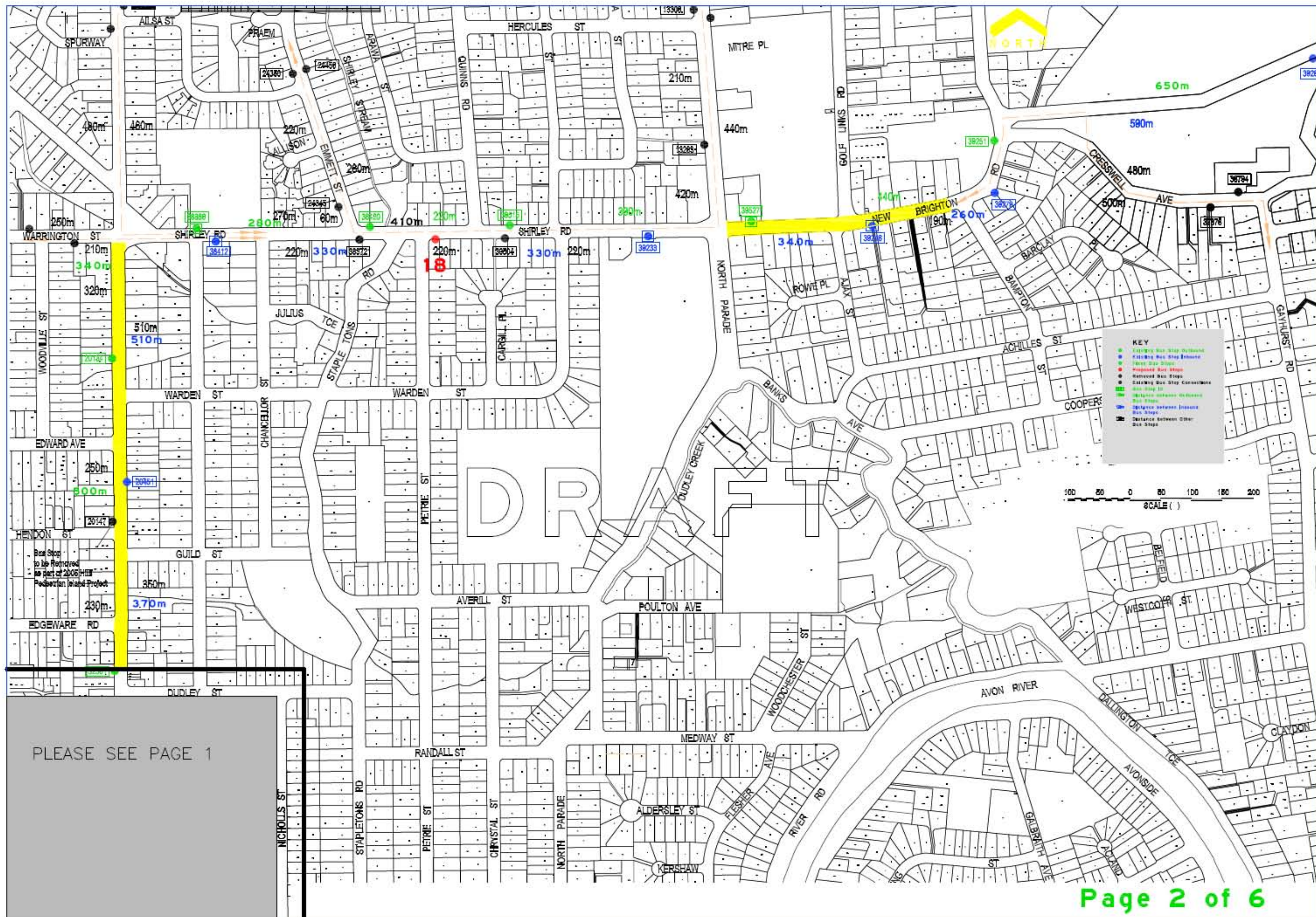
*(f)(75) That a bus stop proposed to be installed on the west side of Hills Road commencing at a point 13.5 metres north of its intersection with Edward Avenue and extending in a northerly direction for a distance of 15 metres be revoked.*

*(f)(78) That a bus stop proposed to be installed on the north side of Shirley Road commencing at a point 127.5 metres east of its intersection with Hills Road and extending in an easterly direction for a distance of 20 metres be revoked.*

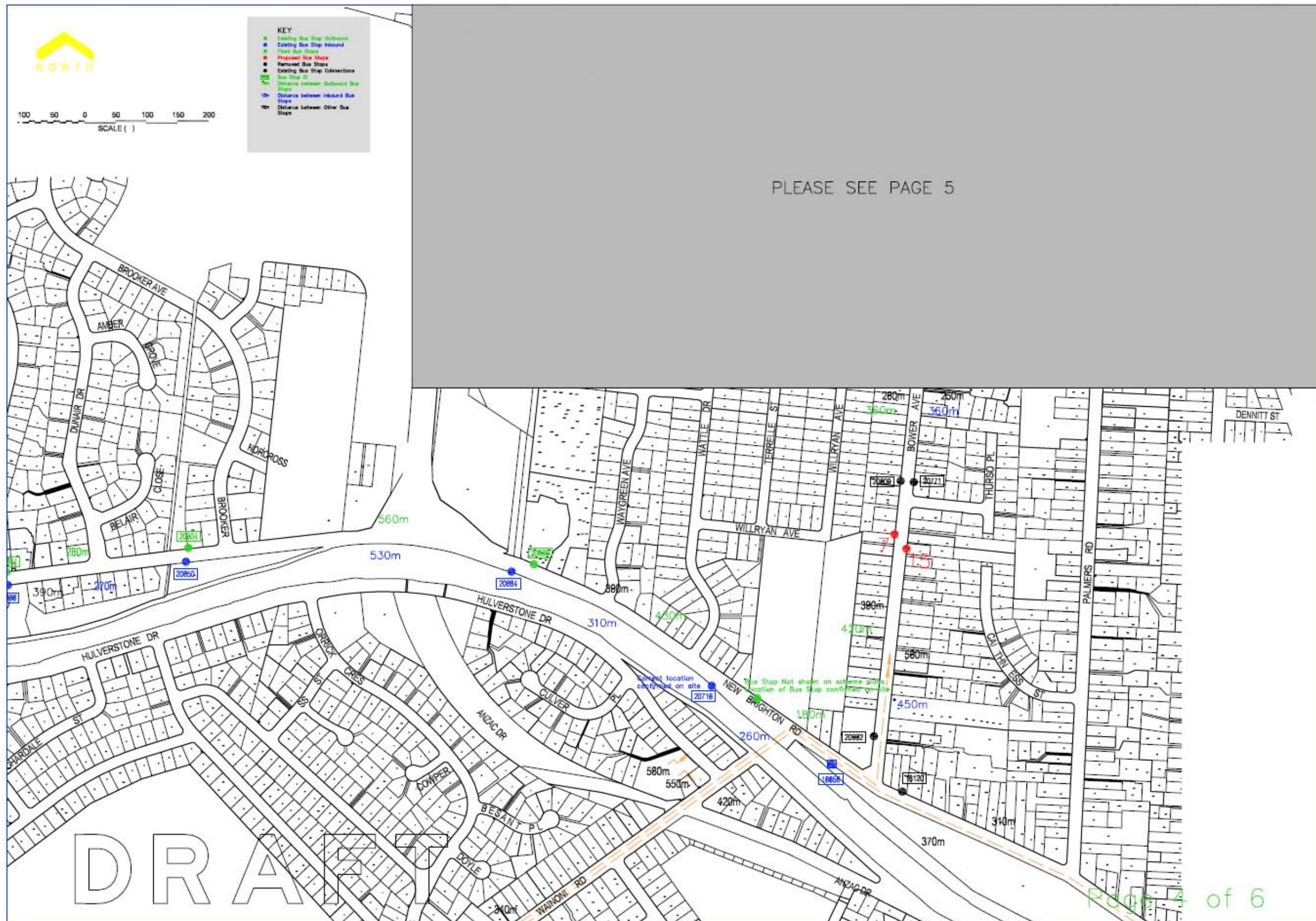
**CHAIRPERSON'S RECOMMENDATION**

That the staff recommendation be adopted.

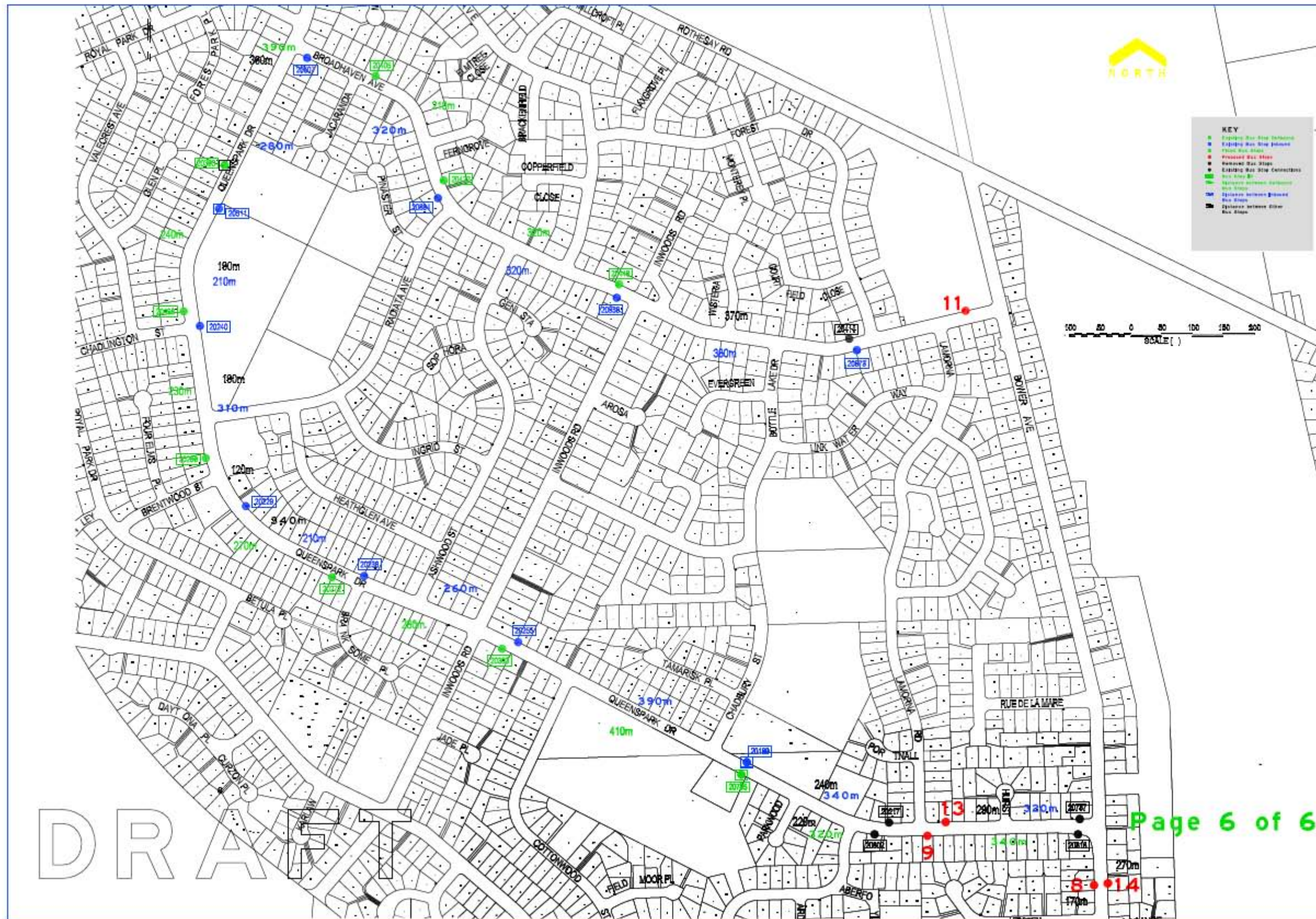














## 14. 48 AND 86 NORTHCOTE ROAD LAND EXCHANGE



<b>General Manager responsible:</b>	General Manager, City Environment, DDI 941-8608
<b>Officer responsible:</b>	Unit Manager Transport and Greenspace
<b>Author:</b>	Stuart McLeod Property Consultant and Richard Holland Planning and Investigations Team Manager

**PURPOSE OF REPORT**

1. To recommend to Council that some of the resolutions passed by Council on 15 May 2008 in respect of declaring 48 and 86 Northcote Road surplus be revoked and replaced so as to enable a property swap with Housing New Zealand for the property at 329-331 Riccarton Road to be facilitated if achievable.

**EXECUTIVE SUMMARY**

2. At its meeting on 15 May 2008 the Council considered a report from the Shirley/Papanui Community Board for the purpose of declaring surplus and disposing of two properties, 48 and 86 Northcote Road and as a result passed the following resolutions upon recommendation from the Community Board at its meeting on 19 March 2008:
  - “(a) *Declare the balance of the properties situated at 48 and 86 Northcote Road described as part Lot 4 DP 13883 and part Lot 240 DP 17687 respectively to be surplus and;*
  - “(b) *Authorise staff to commence offer back obligations under Section 40 of the Public Works Act 1981 relative to 86 Northcote Road described above as part Lot 240 DP 17687 formerly owned by Robert Thomas Hunter and;*
  - “(c) *Approve the properties be offered for sale by way of public tender with a minimum tender amount to be set by an independent valuer and;*
  - “(d) *Approve the Corporate Support Manager is given delegated authority to conclude the sale of both properties by, as supported by valuation advice and consideration of other factors including marketing and market dynamics, including if the minimum price is not achievable by tender then the property may be sold by private treaty.”*
3. These resolutions have not been enacted as an opportunity has arisen to possibly swap the properties at 48 and 86 Northcote Road for the property at 329-331 Riccarton Road, the details of which are set out in the attached report to the Riccarton Wigram Community Board.

**FINANCIAL IMPLICATIONS**

4. As set out in the appended report and unchanged from the original of 15 May 2008.

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

5. Not applicable.

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

6. Not applicable.

**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.

**14 Cont'd**

**ALIGNMENT WITH STRATEGIES**

**Do the recommendations align with the Council's strategies?**

8. Not applicable.

**CONSULTATION FULFILMENT**

9. Not applicable.

**STAFF RECOMMENDATION**

It is recommended that the Council resolves:

- (a) To revoke the following resolutions (c) and (d) passed on 15 May 2008 and to pass a resolution.
  - (i) (c) Approve that the properties be offered for sale by way of public tender with a minimum tender amount to be set by an independent valuer and;
  - (ii) (d) Approve that the Corporate Support Manager is given delegated authority to conclude the sale of both properties by, as supported by valuation advice and consideration of other factors including marketing and market dynamics, including if the minimum price is not achievable by tender then the property may be sold by private treaty.
- (b) That the Corporate Support Manager is given delegated authority to dispose of the properties situated at 48 and 86 Northcote Road to be affected by an exchange with Housing New Zealand Limited for the property situated at 329-331 Riccarton Road.
- (c) Should such an exchange in resolution (b) not be achievable then the Corporate Support Manager be given delegated authority to conclude the sale of both properties +/- 10% of market value.

**CHAIRPERSON'S RECOMMENDATION**

That the staff recommendation be adopted.

## ATTACHMENT TO CLAUSE 14

**NOTE:** *This attachment is a copy of the report considered by the Riccarton/Wigram Community Board with respect to the Auburn Reserve Land Purchase and the 48 and 86 Northcote Road Land Exchange issues. It is provided for background purposes. The sections blacked out are figures kept confidential due to reasons of commercial sensitivity.*

**AUBURN RESERVE LAND PURCHASE**

<b>General Manager responsible:</b>	General Manager, City Environment, DDI 941-8656
<b>Officer responsible:</b>	Unit Manager Transport and Greenspace
<b>Author:</b>	Stuart McLeod Property & Leasing Advisor, Richard Holland Planning and Investigations Team Manager.

**PURPOSE OF REPORT**

1. To seek the Riccarton Wigram Community Board's recommendation to Council to authorise the purchase of the property situated at 329-331 Riccarton Road from Housing New Zealand Limited for additional frontage to Auburn Park.

**EXECUTIVE SUMMARY**

2. This report seeks a resolution authorising the purchase by the Council of the property known as 329 and 331 Riccarton Road (being 913m<sup>2</sup> described as Lot 10 Deposited Plan 15126 and comprised in Certificate of Title CB4D/950) to provide additional street frontage for Auburn Park.
3. Enhancing ingress and egress and visibility for Auburn Reserve is seen as being fundamental for the Reserves Management plan and for safety of the community. The lack of visibility of the reserve may have been a contributing factor in the death of man whose body was found in the reserve earlier this year. Attachment 2 shows the current narrow access and Attachment 3 shows the width of the property to be purchased to enhance access. Street visibility is very important for this type of reserve which is surrounded by houses backing onto the park.
4. Negotiations with the property owner, Housing New Zealand Limited, have concluded. It has agreed to accept the sum of \$[REDACTED] including GST for the property, which sum represents the market value of the property as indicated by an independent market valuation obtained by Council staff.
5. As Housing New Zealand Limited does not wish to reduce its stock of houses it has indicated a preference to complete the transaction by exchanging the Riccarton Road property for a surplus Council property. Housing New Zealand Limited has indicated an interest in the surplus Council properties situated at 48 and 86 Northcote Road, which have been valued by the Council's valuer at \$[REDACTED]. These properties were declared by Council resolution of 15 May 2008 to be surplus and are thus available for sale. Such an exchange of property will result in an internal transfer of funds between the respective Council units involved. The text of the 15 May 2008 resolutions are as follows:

*“(a) Declare the balance of the properties situated at 48 and 86 Northcote Road described as part Lot 4 DP 13883 and part Lot 240 DP 17687 respectively to be surplus and;*

*(b) Authorise staff to commence offer back obligations under Section 40 of the Public Works Act 1981 relative to 86 Northcote Road described above as part Lot 240 DP 17687 formerly owned by Robert Thomas Hunter and;*

*(c) Approve the properties be offered for sale by way of public tender with a minimum tender amount to be set by an independent valuer and;*

*(d) Approve that the Corporate Support Unit Manager is given delegated authority to conclude the sale of both properties by, as supported by valuation advice and consideration of other factors including marketing and market dynamics, including if the minimum price is not achievable by tender then the property may be sold by private treaty.”*

**ATTACHMENT TO CLAUSE 14**

6. This report is concurrent with a report to the Shirley Papanui Community Board to revoke resolutions (c) and (d) above replacing the same with.

*"That the Council's preference (without binding Council staff) is that the sale of 48 and 86 Northcote Road be effected by an exchange with Housing New Zealand Limited of the property at 329-331 Riccarton Road provided that should such an exchange not be achievable then the Corporate Support Manager be given delegated authority to conclude the sale of both properties on the open market on such terms and at such price as he shall reasonably determine."*

**FINANCIAL IMPLICATIONS**

7. An independent valuation commissioned by the Council has assessed that the market value for 329-331 Riccarton Road property is up to \$[REDACTED]. A valuation for the property commissioned by Housing New Zealand Limited has assessed the market value to be \$[REDACTED].
8. An independent valuation commissioned by the Council has assessed the market value for the Northcote Road properties to be \$[REDACTED]. Council staff and Housing New Zealand staff have concluded that an equitable land swap is achievable and will produce outcomes suitable to both parties
9. Both parties have met their own valuation costs and will be responsible for their own legal costs.
10. Funds for this purchase are available in the Greenspace 2008/09 budget. Additional funding of approximately \$[REDACTED] will be required for demolition.
11. Provision of neighbourhood parks to meet community and environmental needs and provision is made for purchase of neighbourhood reserves in the capital programme, WBS 562/424, budget \$[REDACTED] including demolition.

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

12. Yes, as above

**LEGAL CONSIDERATIONS**

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

13. Yes, legal implications of this property purchase have been considered and an Agreement for Sale and Purchase on the usual form will be entered into if the staff recommendation is adopted by the Council.
14. The properties at 48 and 86 Northcote Road were declared to be surplus by Council resolution of 15 May 2008. The Council's statutory 'offer back' obligation under section 40 of the Public Works Act 1981 has been complied with and these properties are available for sale.
15. As described above the Council's previous resolution of 15 May 2008 did not account for the possibility of disposal of the properties at 48 and 86 Northcote Road by exchange with Housing New Zealand Limited. To facilitate the exchange option it will therefore be necessary for the Council to revoke paragraphs (c) and (d) of its 15 May 2008 resolution and replace those paragraphs with a new resolution authorising such exchange.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

16. The Neighbourhood Parks Acquisition Programme 1995 identified areas of the city where infill housing was occurring and land deficiency for neighbourhood parks existed. Riccarton was one such area where extensive areas of L3 Zoned land around Riccarton Mall had led to a deficiency of open space. The acquisition for Auburn Reserve is not however about deficiency in this area closer to Upper Riccarton but more about Parks and Waterways Access Policy and safer parks.



**ATTACHMENT TO CLAUSE 14**

17. This type of purchase has been identified in the Council's Neighbourhood Parks programme by ensuring our Parks and open spaces and waterways are healthy and safe places. There has long been an issue with Auburn Park in terms of the two very narrow entrance points and low visibility from the street. All the houses back onto the 1.4 ha park and have solid fences. There is a children's play ground structure and youth facility on the park and the removal of this building will partially open up the visibility to these facilities.

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

18. Yes, the LTCCP level of service is 4.7 ha of urban parks per 1000 population. This purchase is more about visibility and safety, but a greater intensification of residential development has occurred in Renfrew and Suva Streets within the locality of Auburn park during the last six years.
19. The existing access to Auburn Park is limited to two narrow access ways. The purchase of this property will increase the Riccarton Road frontage to approximately 32 metres. The Council's endorsement of the staff recommendation in this report will ensure that the Council's "Safer Parks" objectives are met by providing Auburn Park with improved street frontage.

**ALIGNMENT WITH STRATEGIES**

20. The Council's Community Outcomes and Strategic Directions focus on the reduction in injury and crime, to encourage healthy and active lifestyles, and encourage residents to enjoy living in the city and to have fun by providing a range and supporting sport, recreation and leisure activities. Providing a variety of safe, accessible and welcoming local parks, open spaces and waterways.

**Do the recommendations align with the Council's strategies?**

21. Yes, as above in providing safe and welcoming local parks.

**CONSULTATION FULFILMENT**

22. No consultation with the immediate neighbours has taken place as the proposal is to add to an existing walkway entrance to the park thereby creating a wider and safer entrance to the park which is a significant improvement to the existing situation. The acquisition of neighbourhood parks or opening up existing parks has high alignment with the LTCCP and local impact on community wellbeing. Housing New Zealand still own a stock of houses to the right of the existing entrance, and private ownership of properties exist on the left of the existing entrance. The long standing procedure with opening local parks by buying an adjoining lot to create more space which has been undertaken on a regular basis over the years is not to consult prior to purchase, but after to gauge opinion on how the site will be developed and landscaped.

**OPTIONS**

**OPTION A**

23. Do nothing. This option would leave the current access to the reserve as is but the Council would not meet its own "safer parks" strategy in relation to Auburn Park.

**OPTION B**

24. Purchase another property fronting Auburn Reserve. The only other access way to Auburn Reserve is from Auburn Avenue and does not have the high visibility of Riccarton Road.

**OPTION C**

25. Purchase this property at the negotiated price and ensure that "safer parks" strategies are met. This property has been identified as being the most suitable due to its wide frontage and visibility from Riccarton Rd and the fact that it adjoins an existing access way.

**ATTACHMENT TO CLAUSE 14**

**THE PREFERRED OPTION**

26. Option C

**STAFF RECOMMENDATION**

27. That the Board recommends to the Council that it resolves:

- (a) To grant delegated authority to the Corporate Support Unit Manager to enter into an agreement with Housing New Zealand Limited to purchase on terms and conditions acceptable to him the property situated at 329-331 Riccarton Road for recreation reserve.
- (b) That it's preference (without binding Council staff) is that the purchase referred to in resolution (a) be effected by an exchange with Housing New Zealand Limited of the property at 329-331 Riccarton Road for the property situated at 48 and 86 Northcote Road.
- (c) Subject to its acquisition by the Council, that the property situated at 329-331 Riccarton Road (comprised in certificate of Title CB4D/950) be classified pursuant to section 16 of the Reserves Act 1977 as a recreation reserve under section 17 of that Act.

**BACKGROUND**

- 28. Auburn Park is located on Riccarton Road between Middleton Road and Auburn Avenue as shown in Attachment 1. It can only be accessed via two narrow entrance ways, one located between 331 and 333 Riccarton Road and the other between 24 and 28 Auburn Avenue. The Park has poor ingress and egress and the lack of visibility may have been a contributing factor in the death of a man whose body was found in the reserve earlier this year.
- 29. During the last four years Council officers have been in contact with Housing New Zealand Limited from time to time in an attempt broker a deal to purchase from them the property situated at 329-331 Riccarton Road. The property fronts Auburn Park and is adjacent to one of the narrow existing access ways. Housing New Zealand until recently has deferred Council attempts to purchase this property.
- 30. Housing New Zealand recently decided that the property situated at 329-331 Riccarton Road is no longer suitable for their needs and have contacted Council requesting that negotiations with staff are resumed.
- 31. During negotiations the possibility of concluding the purchase by way of a land swap with other Council owned property arose. The Council has two surplus properties located at 48 and 86 Northcote Road that are considered by Housing New Zealand Limited to be suitable for their needs. These two properties were declared surplus by the Council at its meeting on 15 May 2008.
- 32. An independent valuation commissioned by the Council has assessed that the market value for 329-331 Riccarton Road property is up to \$[REDACTED]. A valuation for the property commissioned by Housing New Zealand Limited has assessed the market value to be \$[REDACTED].
- 33. An independent valuation commissioned by the Council has assessed the market value for the Northcote Road properties to be \$[REDACTED]. Council staff and Housing New Zealand staff have concluded that an equitable land swap is achievable and will produce outcomes suitable to both parties.
- 34. Provided an internal transfer of funds occurs between operational units of Transport and Greenspace the exchange of these properties would result in:
  - (a) the sale of 48 and 86 Northcote Road as per Council resolution dated 15 May 2008 and
  - (b) the purchase of 329-331 Riccarton Road the subject of this report.

**15. BROOKLANDS LAGOON AREA PARKS MASTER AND MANAGEMENT PLANS**

<b>General Manager responsible:</b>	General Manager, City Environment DDI 941-8656
<b>Officer responsible:</b>	Asset and Network Planning Manager 941 8160
<b>Author:</b>	Derek Roozen, Parks and Waterways Planner

**PURPOSE OF REPORT**

1. The purpose of this report is to request the Shirley/Papanui Community Board to recommend to the Council that it approve the draft Spencer Park Management Plan 2009 (Attachment A) and Seafield Park Management Plan 2009 (Attachment B), and the draft Brooklands Lagoon Area Parks Master Plan 2009 (Attachment C), to be put out for public consultation, pursuant to Section 41 of the Reserves Act 1977. *(All attachments have been separately circulated to members.)*

**EXECUTIVE SUMMARY**

2. The Brooklands Lagoon planning area is centred on a prominent elongated estuary adjacent to the mouth of the Waimakariri River at the north-east corner of the Christchurch District. Much of the land in this area is in the public arena, and this is administered by three government agencies. This public land adjoins, to the west, areas that are predominantly in private ownership, both rural and residential. See Attachment D for a map of the area.
3. The public land (including the estuary and foreshore (beach) areas) has high natural and scenic values and is accessed by the public for outdoor recreation. Most of the areas of the highest ecological value (that is, the estuary and its margins, and the adjacent Brooklands Spit and the foreshore) are under the administration of the Department of Conservation ("DoC") and Environment Canterbury ("ECan"). Significantly sized areas, though, are Council parks (for example, Spencer and Seafield Parks) and other areas managed on a day-to-day basis as parks by Council staff (for example, Brooklands Spit).
4. Prior to 2003, Council staff had identified the need to review the Spencer Park Management Plan 1982 due to, firstly, the plan being significantly out of date and, secondly, the need to address some facility issues and needs in the Park, such as vacant and un-needed buildings, and a requirement for improvements to vehicle circulation. In addition, staff noted that no management plan was in place for Seafield Park, although a draft had been prepared in 1995. Staff considered it necessary to prepare a management plan for Seafield Park, due to the high natural and scenic values present, and the close linkage of this park with Spencer Park.
5. At the time, it was considered appropriate to take an integrated planning approach for the Council parks in the wider Brooklands Lagoon area, because of the strong links that exist between all parts of the area, including the Council parks, other Council land, and land administered by DoC and ECan. Staff believed that such an approach would best be achieved through the development of a master plan (now called the Draft Brooklands Lagoon Area Parks Master Plan 2009), with this plan advocating an integration of planning for the area and raising, for consideration, proposals for development, action and further planning.
6. Early in 2003, staff began preparatory work on an integrated open space planning concept for the Brooklands Lagoon planning area, including formulating information on, and analysing the issues affecting, the area. A joint CCC, DoC, ECan and Community Board field trip to the planning area was held midway through the year and this resulted in good discussion of the values of, and the issues affecting, the area. A user survey for the area, commissioned for over the 2003/2004 summer holiday months, concluded that the majority of visitors to the area considered they had a satisfying experience, with the beach environment, peacefulness and range of things to do being the top features indicated. Over a third of visitors ranked it as the top area in the City for their chosen activity. Since then, there has been a Council Regulatory and Consents Committee seminar, with representatives from many of the stakeholders in the area attending, on the wider Brooklands Lagoon area values and issues (in July 2004) and a Shirley/Papanui Community Board seminar (in April 2005).

## 15 Cont'd

7. Notification, as required under Section 41 (5) of the Reserves Act 1977, of the Council's intention to prepare management plans for Spencer Park and Seafield Park was made on 1 March 2008 and submissions received from the public over a period of two months. The public's response was focused on the perceived silting up of Brooklands Lagoon, the level of provision of public access for walking and vehicles, including the need for improvement of roads and car parks within and in the vicinity of the public open space areas, and the lack of adequate signage, amongst many other things.
8. On 10 July 2008, the Council resolved to classify the unclassified parts of Spencer and South Seafield Parks as recreation reserve and those of Mid Seafield Park as scenic reserve. As a result, all parts of these parks are now classified reserves under the Reserves Act 1977. This means that the Council is able to publicly consult on the draft management plans, and the Draft Brooklands Lagoon Area Parks Master Plan 2009 due to this also covering Spencer and Seafield Parks in addition to adjacent areas (see Paragraph 9 below), and adopt the draft plans as operative plans that are legal documents under the Reserves Act 1977. Although the draft master plan covers areas that are outside the classified reserves, because these areas will have been publicly consulted on, the adopted master plan will be a contract between the public and the Council under the Local Government Act 2002.
9. The draft management plans include updated policies to manage Spencer and Seafield Parks. The draft master plan covers an area bound by the Waimakariri River in the north, Bottle Lake Forest Park in the south, the Styx River to the west and the sea to the east. This includes Spencer and Seafield Parks, other Council parks (such as Brooklands Domain) and land intended to be park, and areas under the administration of DoC and ECan. The draft master plan raises planning proposals, including possible developments in the areas administered by the Council that could be considered for inclusion in a future Long-Term Council Community Plan ("LTCCP"), and other actions to advocate to DoC and ECan for the areas under the administration of those agencies.
10. The draft documents have now been completed, following the input to, and review of, these (or part of, as the case may be) by relevant Council staff and external stakeholders, including Ng i Tahu (through Mahaanui Kurataiao Ltd), DoC, ECan and Spencer Park/Seafield Park occupiers (for example, the Spencer Park Surf Lifesaving Club).
11. Spencer and Seafield Parks are considered to be metropolitan assets, on the basis that they constitute an important open space resource for all the City's residents and visitors. The same can be said for the wider area centred on Brooklands Lagoon. Therefore, the responsibility to approve the draft plans for public consultation lies with the Council. Recognising the Shirley/Papanui Community Board's interest and role in the planning for this wider area, though, staff recommend the Board review the draft plans and recommend to the Council that it approve the draft plans for public consultation.
12. Timeline for consultation and completion:

Shirley/Papanui Community Board meeting	Wednesday 15 April 2009
Council meeting	Thursday 11 June 2009
Draft plans publicly notified	Saturday 27 June 2009
Public submission period	Saturday 27 June to Friday 31 August 2009
Submissions analysis	completed by Monday 14 September 2009
Council Hearings Panel period	week beginning Monday 21 September 2009
Plan revisions	completed by Friday 16 October 2009
Council meeting for adoption of plans	Thursday 26 November 2009

**15 Cont'd**

**LEGAL CONSIDERATIONS**

15. The updated Spencer Park Management Plan and new Seafield Park Management Plan are statutory plans, and are subject to Section 41 of the Reserves Act 1977, with respect to the preparation of, and processes of publicly consulting on, the draft plans. Once the draft plans are adopted by the Council as the operative plans, they will be legal documents under the Reserves Act 1977.
16. The new Brooklands Lagoon Area Parks Master Plan will be a statutory document, under the Reserves Act 1977, for the areas it covers that are classified as reserves under the Reserves Act 1977 (that is, Spencer and Seafield Parks), and a contract between the public and the Council under the Local Government Act 2002 for the non-reserve areas. This process will achieve a consistency of consideration by the public and also provide some cost benefit in similarity of process.

**FINANCIAL CONSIDERATIONS**

17. The Draft Brooklands Lagoon Area Parks Master Plan 2009 raises planning, management and development proposals for consideration. The development proposals relate to draft landscape concepts prepared for Mid Seafield Park and Spencer/South Seafield Parks, and indicative possible costs to implement these are indicated in the draft plan. The proposed developments, though, are raised here for consideration only. They would need to be included in a future LTCCP and budgeted for in an annual works programme before they could be progressed. None of the development proposals are specifically included in the LTCCP 2009-19.
18. Costs associated with implementation of any of the proposed planning and management proposals are not specified. These costs would inform future LTCCP reviews.
19. The operational cost of these plans will continue to be managed within the existing operating budgets for these parks.

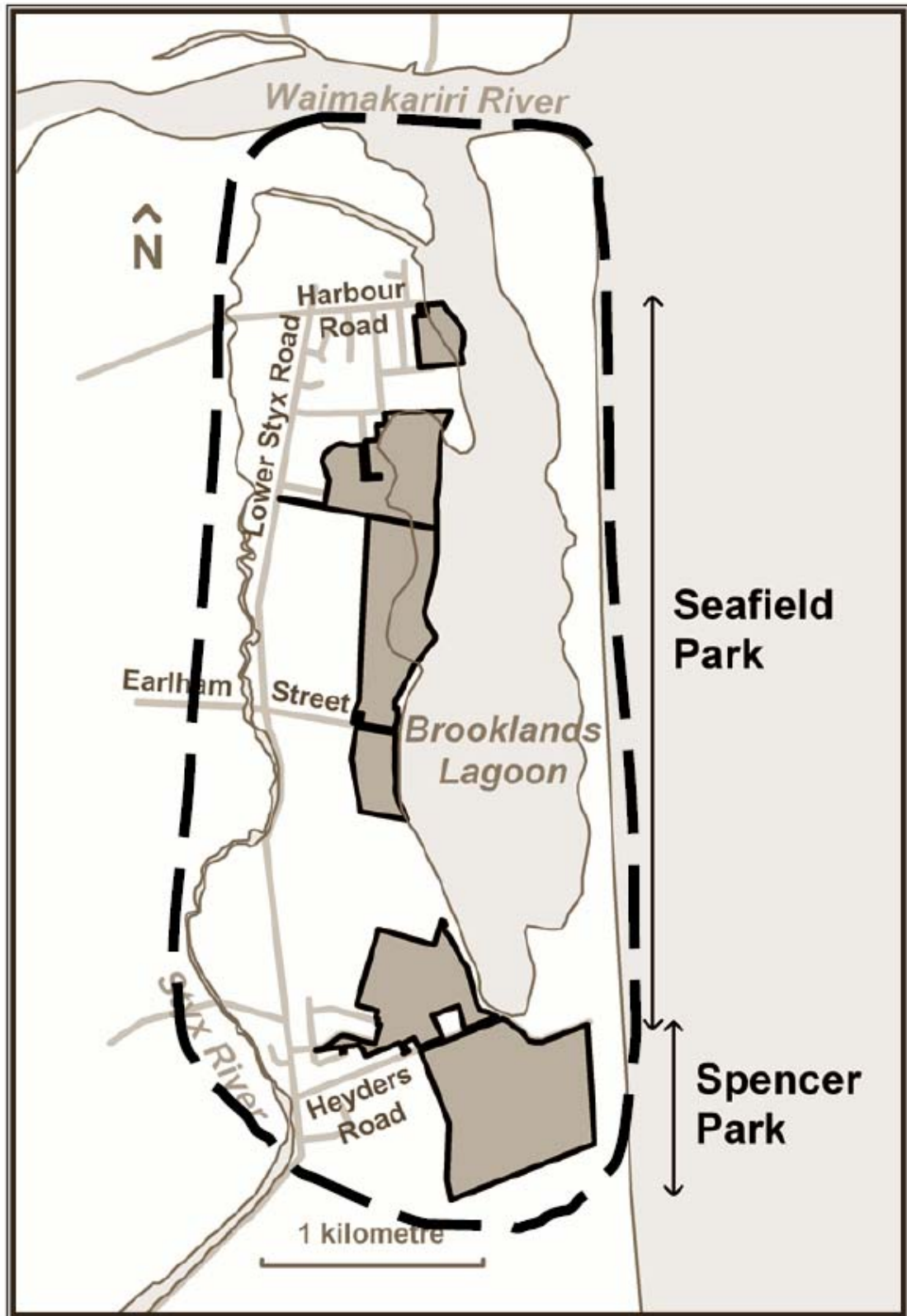
**STAFF RECOMMENDATION**

That the Shirley/Papanui Community Board recommends that the Council:

- (a) Approve the Draft Spencer Park and Seafield Park Management Plans 2009, and the Draft Brooklands Lagoon Area Parks Master Plan 2009, to be notified for public submissions for a period of not less than two calendar months as specified by Section 41(6)(a) of the Reserves Act 1977, commencing on or about Saturday 27 June 2009.
- (b) Confirm the Council Hearings Panel to hear the public submissions is to include one directly elected member of, and one councillor appointed to, the Shirley/Papanui Community Board.

**CHAIRPERSON'S RECOMMENDATION**

- (a) That the staff recommendations above be adopted.
- (b) That the Board nominate Matt Morris as the directly elected member of the Board appointed to the Hearings Panel.



— — — — — Brooklands Lagoon planning area (generalised)

**16. SURRENDER OF EASEMENT (RIGHT OF WAY ON FOOT IN GROSS)  
87 HARBOUR ROAD, BROOKLANDS**



<b>General Manager responsible:</b>	General Manager Regulation and Democracy Services, DDI 941-8462
<b>Officer responsible:</b>	Environmental Policy and Approvals Manager
<b>Author:</b>	Vil Vabulis, Team Leader Subdivisions

**PURPOSE OF REPORT**

1. To recommend to Council that pursuant to section 243(a) RMA, an easement (right of way on foot in gross) located through the property at 87 Harbour Road, owned by Deborah Riley, be surrendered (Appendix 1). This follows a Shirley/Papanui Community Board resolution to advocate to Council for the removal of the easement through 87 Harbour Road.

**EXECUTIVE SUMMARY**

2. The easement (right of way) at 87 Harbour Road ensures that the public can readily access and walk along the foreshore to and from the boat ramp.
3. The easement was created at the time of subdivision of the old camping ground at Brooklands.
4. During the consultation about the Styx River mouth/Brooklands boat ramp landscape plan it was observed that the easement would no longer be necessary once alternative access along the lagoon frontage, was available (the boardwalk).
5. Accordingly the Shirley/Papanui Community Board resolved to advocate to Council for the removal of the easement through 87 Harbour Road. This report seeks to address that resolution and to meet the needs of both the Council and the owner of 87 Harbour Road.

**FINANCIAL IMPLICATIONS**

6. The legal costs of preparing, executing and registering the surrender document is to be borne by the owner. The associated boardwalk is programmed to be built and funded in 2009/10.

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

7. Not applicable.

**LEGAL CONSIDERATIONS**

8. The Delegation Register requires that easements created during the establishment of a subdivision be surrendered by Council (Section 243(a) RMA).

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

9. Not applicable.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

10. Not applicable.

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

11. Not applicable.

**ALIGNMENT WITH STRATEGIES**

12. Not applicable.

**16 Cont'd**

**Do the recommendations align with the Council's strategies?**

13. Not applicable.

**CONSULTATION FULFILMENT**

14. The Styx River Mouth/Brooklands Boat Ramp Landscape Plan was the subject of an extensive consultation programme during 2008. The easement was one of the matters that arose. A large number of submitters supported the coastal boardwalk and recommended that the easement be lifted once the boardwalk was in place, as alternative access along the waterfront.

**STAFF RECOMMENDATION**

It is recommended:

- (a) That pursuant to section 243(a) RMA the Council agrees to surrender the easement as set out in the following memorandum of easements:

<b>Nature</b>	<b>Servient Tenement</b>	<b>Grantee</b>
Right of way on foot in gross	Lot 27 DP 311066 shown as A	Christchurch City Council

- (b) That the surrender not be invoked until approvals have been granted from Ecan and DoC.

**CHAIRPERSON'S RECOMMENDATION**

That the staff recommendation be adopted.



**16 Cont'd**

**BACKGROUND (THE ISSUES)**

15. Prior to the subdivision which created the easement, the land contained a private camping ground and also provided an "unofficial" public access through the camping ground to the Brookland Lagoon Boat Ramp.

The subdivision consent required pursuant to the RMA the vesting of an Esplanade Reserve along the shoreline of the lagoon. However, due to the location of the existing restaurant/camp store, a continued reserve was not practicable along the balance of the shoreline (boundary of the Coastal Marine Area).

To safeguard public access as close as possible to the shoreline, the creation of an easement on foot in gross was made conditional in the subdivision consent. The easement was duly granted and reserved in deposit of the survey plan.

16. The owner of the property at 87 Harbour Road, Mrs Deborah Riley has requested that the easement be surrendered as she considers that the use of her land by the public impinges on her privacy and the operation of her business.
17. The request for Council to surrender the easement is in line with the Shirley/Papanui Community Board's approval of the Styx River Mouth/Brooklands Boat Ramp Landscape Plan (Appendix 2). This report has been forwarded to the Shirley/Papanui Community Board's meeting of 14 April 2009, in order that they can comment further if they choose to.
18. In considering the report (Appendix 3 ) to approve the Landscape Plan, the Board resolved:

"to advocate to Council for the removal of the access easement through the Rileys property..."

19. The Landscape Plan (Appendix 4) envisages that a coastal boardwalk within the Coastal Marine Area can replace the current linkage through to Seafield Park.

Applications for the construction of the boardwalk are currently being prepared by Transport and Greenspace Unit. The boardwalk will require a resource consent for work in the coastal marine area, from Ecan and approval from DoC.

Construction is recommended to occur in the 2009/10 period, funding being from original funds intended for the completion of walkways, landscaping and park furniture associated with the Landscape Plan project.

20. Given that some approvals are still to be obtained and that construction of the boardwalk is still some months away, the recommendation from Council officers, to Council will be that the surrender of the easement does not take effect until the boardwalk has the necessary approvals. This preserves the Council's position insofar as public access, along the foreshore (or close to the foreshore) is assured in the meantime. It also ensures that present and potential future owners of 87 Harbour Road cannot object to the construction of the boardwalk, without disadvantaging themselves.

**THE OBJECTIVES**

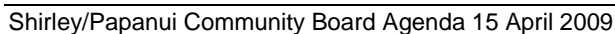
21. To provide for the surrender of the easement, while ensuring access for the public along the lagoon frontage is assured.

**THE OPTIONS**

22. Option 1 - Surrender the easement once approvals have been gained from Ecan and DoC.
23. Option 2 - Surrender the easement immediately.

**THE PREFERRED OPTION**

24. Option 1 - Surrender the easement once approvals have been gained from Ecan and DoC.



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## 10. STYX RIVER MOUTH/BROOKLANDS BOAT RAMP LANDSCAPE PLAN

General Manager responsible:	General Manager City Environment Group, DDI 941-8608
Officer responsible:	Transport and Greenspace Manager
Author:	Mary Hay and Steven Gray, Consultation Leaders, Greenspace

## PURPOSE OF REPORT

1. The purpose of this report is to seek the approval of the Board to proceed to detailed design and construction/implementation of the Styx River Mouth/Brooklands Boat Ramp Landscape Plan.

## EXECUTIVE SUMMARY

2. The Styx River Mouth/Brooklands boat ramp is located in Brooklands, where the Styx River empties into Brooklands Lagoon. It is an important area with a variety of significant values associated with it. Brooklands Lagoon and the large Seaford Park bordering the lagoon are important wilderness areas that provide significant environmental and recreational uses.
3. Funds have been allocated for the upgrade of this area. The project team has developed a landscape plan, which builds on previous planning work undertaken in this area. The concept included a new jetty near the boat ramp, car and boat trailer parking area, toilet facilities, picnic area, landscaping, pathways, boardwalk, an artwork on the spit and a 'Sense of Arrival' structure at the end of the Styx 'Source to Sea' walkway. This concept was developed to appeal to a range of recreational users, respond to the identified need for a toilet (and consider safety issues with its design and placement), have minimum visual impact on surrounding neighbours and to be in keeping with Council's Styx Vision document.
4. The formal public consultation period was from December 2007 to February 2008. A public information leaflet and feedback form was delivered to all properties in Brooklands and a number of other key stakeholders (refer **Attachment 1**). A 'drop in session' and community barbeque, which included displays and discussions with staff and Community Board members, was held at the Brooklands boat ramp. Further informal meetings were held with a range of stakeholders. A formal interactive workshop was also held in the Papanui Service Centre boardroom with residents from the adjoining properties, staff and Community Board members.
5. The consultation received 99 submissions as part of the public consultation. The feedback from the community was generally positive although a number of issues were identified. The consultation outcome and project team responses are included in **Attachment 2**.
  - 64% responded "YES – I generally support the plan"
  - 16% responded "NO – I do not support the plan"
  - 21% didn't indicate a preference
6. The community raised a number of key issues about aspects of the proposal, many of which have been amended in response to consultation (see plan amendment below, **in bold**).
  - (a) *Toilet/change facilities* – the majority of the community support the inclusion of a toilet and agree that it has to go somewhere in the reserve. A safety audit recommends the proposed location at the entry to the reserve. However the two most directly affected neighbours still have significant concerns about the reduction in visual amenity that they consider that the toilet will have on their outlook. The community have sought that the toilet be as unobtrusive as possible and, in particular, that it be lower than the height of the stopbank, or further away from houses. However Styx Vision advocates sought that any new structures along the Styx River provide opportunities for an integrated artwork approach to design, in order to reiterate the importance of the Styx River in this area.

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- (i) **The toilet remains in the location originally proposed but it is planned that it will be constructed at the existing ground level (approximately). This will reduce the visual effects from the original proposal, which had the toilet located at the level of the adjacent stop bank. The toilet/change room facility will be a single cubicle building constructed of vertical palings with a sail roof suspended above. This facility will also include an outside wash down shower. The toilet/change room and Sense of Arrival structure will include a design aesthetic that reflects the special character and identity of the Styx River catchment**
- (b) *Walkways* – there was strong support for the inclusion of a coastal walkway, seaward of the Blue Lagoon restaurant and for the removal of an easement over the title of 87 Harbour Road. A petition was raised to support this request. A request was also made to remove a proposed pathway in front of properties adjacent to the car park.
  - (i) **Inclusion of a coastal walkway linkage between the end of reserve and the end of Harbour Road to be investigated and constructed, if possible**
  - (ii) **Pathway between houses and carpark redirected to top of stopbank**
- (c) *Car and Trailer Parking Area* - there was strong support for angle parking, opposition to the proposed grit surface and relocation of the swale. Varying feedback was received about the proposed surface with some support for asphalt and some for a grass surface
  - (i) **Carpark design has been amended to include angle parking, with ground level demarcation of parks**
  - (ii) **Carpark surface to be grass over gravel (this can be upgraded to asphalt in the future, if necessary)**
  - (iii) **Carpark swale to be removed with surface water runoff redirected to the wetland to the west**
- (d) *Boat Ramp and Jetty* – a preference for an asphalt or concrete turning area was expressed, along with some minor amendments to the design of this area. There was support for an extension to the boat jetty to make it more in keeping with the original boat jetty that was sited here.
  - (i) **Boat ramp turning area surface to be asphalt or concrete**
  - (ii) **Improved visibility of pedestrian linkages through boat ramp area**
  - (iii) **Mobility parks included near boat ramp**
  - (iv) **Boat jetty has been extended**
- (e) *Sense of Arrival structure and Artwork on the spit* – this was supported by Styx River advocates but local residents sought that the Sense of Arrival be less visually intrusive and the proposed artwork be removed from the proposal.
  - (i) **Sense of Arrival reduced in height (but remains at the Styx River Mouth)**
  - (ii) **Artwork on the spit to be removed from proposal**
- (f) *End of Harbour Road and Small Car Park* – the upgrade to this area was well supported, particularly by the tourism-related businesses adjoining this site, which would like to see this proposal prioritised and enhanced further
  - (i) **Harbour Road upgrade to include deck, planting and walkway linkages**
- (g) *Park Furniture and Landscaping* – some changes were sought to the park furniture and landscaping, in particular there was strong opposition to the proposed cabbage trees at the entranceway. There was also strong feedback that some kind of security arrangement would be needed to prevent vehicles from entering the site after dark and using their cars for illegal joyriding.

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- (i) Park benches to be included instead of two of the picnic tables. Additional seating included in the plan
- (ii) Amount of trees reduced on the plan. Ngaio and Ake Ake (3-4 metres) to be used on boundaries as they are tolerant of coastal conditions
- (iii) Cabbage trees at the entranceway to be replaced with an indigenous coastal species, such as lacebark
- (iv) Some individual trees have been shifted or removed from the plan
- (v) A barrier to be included at the reserve entrance. This will be locked and unlocked at advertised times, either by a security firm or a local 'caretaker'. The latter would involve agreeing on a Custodial Contract with one of the adjoining neighbours. This person would receive modest payment in return for opening and closing the reserve on a daily basis, at the times indicated on a sign (possibly summer vs. winter hours).

7. The recommended concept plan, which has been amended in response issues raised by the community, is included as **Attachments 3**. The proposed toilet/change room and 'Sense of Arrival' design is included as **Attachment 4**.
8. Styx River Mouth/Brooklands Boat Ramp landscape plan will be implemented over a number of years. The proposed implementation schedule is included below.

Construction in 2008/09	Construction in 2009/10	Currently unfunded items
<ul style="list-style-type: none"> <li>• Toilet and 'Sense of Arrival' structure</li> <li>• Planting around toilet, trailer park and entrance</li> <li>• Build trailer car park</li> </ul>	<ul style="list-style-type: none"> <li>• Coastal Boardwalk</li> <li>• Paths and walking tracks</li> <li>• Planting lagoon margin</li> </ul>	<ul style="list-style-type: none"> <li>• Complete paths and walking tracks</li> <li>• Complete planting at trailer park</li> <li>• Plant eastern boundary</li> <li>• Planting lagoon margin</li> <li>• Picnic tables</li> <li>• Jetty and bollards</li> <li>• Harbour Road jetty, parking and landscaping</li> <li>• Interpretation</li> </ul>

\* Note: Implementation of a number of these items is subject to agreements with, or approvals from, the relevant authorities (see Legal Considerations, below)

**FINANCIAL IMPLICATIONS**

9. The funding from the Council is being provided from the Transport and Greenspace Capital Programme. Specifically:
- 2008/09 \$255,000 Waterways and Wetland Restoration - Brooklands boat ramp  
2008/09 \$10,000 Buildings Equipment New -Styx River Mouth Toilet
- 2009/10 \$50,000 Waterways and Wetland Restoration - Brooklands boat ramp  
2009/10 \$70,000 Buildings Equipment New -Styx River Mouth Toilet
10. There is \$385,000 currently available in the Capital Programme for this project. The total cost of the recommended plan is \$679,000. Therefore there is \$294,000 of currently unfunded items for which funding will be applied for in 2009-19 Long Term Council Community Plan (LTCCP). This work will be staged accordingly.

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

11. Yes. Current funding is provided from within the Transport and Greenspace Capital Programme in the 2006-16 LTCCP. Additional funds needed for completing the development of the reserve will be applied for consideration in the 2009-19 LTCCP.

10. Cont'd

**LEGAL CONSIDERATIONS**

12. The Board has delegated authority to approve the attached landscape plan.
13. The **attached** landscape plan includes land owned or managed by Christchurch City Council, Canterbury Regional Council (Ecan), Crown Properties and the Department of Conservation. The City Council holds land for the purposes of recreation reserve and road reserve. The Regional Council land includes the stop bank, which is part of a wider flood control scheme. The coastal marine area adjoining the reserve is managed by ECan, the Department of Conservation and Crown Properties.
14. ECan engineers have advised that the integrity of flood control structures must not be interfered with. Therefore no structure may be located on a stop bank. However, initial discussions with ECan indicate that, from a technical (flood control) perspective it may be possible to locate a structure on ECan land that is adjacent to a stop bank.
15. Approvals and an agreement mechanism, such as a lease or Right to Occupy, would be required from the relevant agencies to occupy any part of the land that they manage.
16. All necessary resource consents and building consents will be obtained before any construction is undertaken.
17. A building consent will be required from the Council for works associated with the construction of the public toilet. Initial discussions with Environmental Policy and Approvals staff indicate that, given the building is a public toilet, the minimum floor height regulations will not apply. Therefore the height of the toilet is only likely to be limited by technical considerations, such as wastewater disposal.
18. Any construction in the coastal marine area, such as jetties, will require resource consent from ECan. Depending on the scale of effects, the work may be deemed a Restricted Coastal Activity, in which case consent would also be required from the Department of Conservation.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

19. **LTCCP 2006-2016  
Parks, Open Spaces and Waterways – Page 123**  
*Safety* – by ensuring our parks, open spaces and waterways are healthy and safe places  
*Community* – by providing welcoming areas for communities to gather and interact  
*Environment* – by offering opportunities for people to contribute to projects that improve our city's environment  
*Governance* – by involving people in decision-making about Parks, open spaces and waterways  
*Health* – By providing areas for people to engage in healthy activities  
*Recreation* – by offering a range of active and passive recreation and leisure opportunities in Parks, open spaces and waterways  
*City Development* – by providing inviting, pleasant and well cared-for environments
20. **Parks and Open Spaces Activity Management Plan**  
Council's objective with urban parks is to provide and manage Community Parks, Garden and Heritage Parks, Sports Parks and Riverbanks and Conservation Areas throughout the city that provide amenity values, areas for recreation and organised sport, garden environments and green corridors, that contribute to the city's natural form, character, heritage and Garden City image.

## 10. Cont'd

## ALIGNMENT WITH STRATEGIES

21. **Safer Christchurch Strategy**

This strategy aligns injury prevention, road safety and crime prevention under the overarching aim of Christchurch becoming the safest city in New Zealand. One of the goals of this strategy is to enhance safety from crime through preventative and supportive actions, such as:

- (a) Ensure the phased adoption of Crime Prevention Through Environmental Design Principles (CPTED) into city-wide planning and policy
- (b) To promote CPTED principles for application by owners and occupiers of existing buildings and spaces
- (c) Provide active support to locally led initiatives that make significant contributions to reducing the incidence and effect of crime.

22. **Parks and Waterways Access Policy**

Improved access to parks and open space will increase equity as promoted by the City Council Policy on Equity and Access for People with Disabilities. Additionally, improved access has the potential to increase park use by enhancing comfort and convenience for all users and providing significant safety benefits.

23. **Waterways and Wetlands Asset Management Strategy**

This strategy is underpinned by a values based approach. The city's waterways and wetlands, including the Styx River, are assessed and managed for ecological, drainage, historical, cultural, recreational and drainage values.

24. **Vision 2000 – 2040 The Styx Community Planning for the Future**

The Council has a 40 year vision for the waterways and wetlands associated with the Styx catchment. The vision is consistent with the City Plan and the Waterways and Wetlands Asset Management Strategy and incorporates the following:-

- (a) Vision 1 - To achieve a "Viable Springfed River Ecosystem" to complement the other representative protected ecosystems of Christchurch such as the Port Hills, Travis Wetlands and the Coastline
- (b) Vision 2 - To create a "Source to Sea Experience" through the development of an Urban National Reserve
- (c) Vision 3 - To develop a Living Laboratory that focuses on both learning and research as envisioned by Dr Leonard Cockayne (1855 - 1934).
- (d) Vision 4 - To establish "The Styx" as a place to be through maintaining and enhancing the special character and identity of the area
- (e) Vision 5 - To foster partnerships through raising the quality of relationships as we move forward together

- 25. The long term management and development of the Brooklands Lagoon area is currently being considered as part of a wider parks planning process. The issue gathering stage of this planning work is nearing completion and it is anticipated that draft plans will be circulated towards the end of 2008, for feedback.

## CONSULTATION FULFILMENT

## Consultation Process

- 26. The formal public consultation period was open from 30 December 2007 until 4 February 2008. This five week consultation period spanned the statutory summer holidays and the beginning of the school year. A public information leaflet and feedback form was delivered to all properties in Brooklands and a number of other interest groups and key stakeholders. This pamphlet included a summary of the concept, an initial concept plan and a feedback form. The project team sought feedback from the community to see whether the proposal was generally supported and asked for any feedback (refer to **Attachment 1**). Also included was an offer to meet onsite, if requested.



## 10. Cont'd

27. On Saturday 12 January, staff and Board members were available on site to discuss any questions about the proposal. This 'drop in session' was held at the Brooklands boat ramp and included displays, discussions and a community barbeque. The proposal was advertised in The Star 'What's On' page, the Styx Post, on signboards at the boat ramp and at Spencer Park and on the Council (CCC) Have Your Say website
28. Further informal meetings were held with:
  - A number of residents
  - ECan staff (flood control, regional parks, navigation safety, and property)
  - Department of Conservation staff (Programme Manager Community Relations Mahaanui Area Office)
  - Mahaanui Kurataiao Ltd, Council's iwi liaison agency, on behalf of Te Ngai Tuahuriri Runanga
  - A range of City Council staff
29. Each submission received an interim reply letter, which acknowledged that the submission had been received and that it would be considered, once the consultation period had closed. Submitters were also advised that they would receive further correspondence prior to a decision being made. This would outline the outcome of consultation, the project team's preferred concept plan, the decision making process and how they could be involved in this and the expected timeline for the project.
30. On 8 April 2008 staff held a workshop with residents from the adjoining properties and Board members at the Papanui Service Centre boardroom. Iwi were invited to this meeting but were unable to attend. This meeting provided an opportunity to discuss the proposed amendments to the concept and to further consider the views of key stakeholders, prior to a final decision being made. In response to the invitation, all adjoining property owners agreed to attend. This workshop was a participatory and active process using techniques that required group work and input from all attendees. Language interpretation was offered for participants that speak English as a second language.
31. The community workshop included the following process:
  - (a) Review of the proposed plan amendments that had resulted from the public consultation. An overview of the key issues raised in consultation and discussion about the safety report. Provision of an updated artist's impression of the toilet, which was superimposed onto a photograph provided by one of the adjoining neighbours. Provision of an updated sketch of the Sense of Arrival structure.
  - (b) Critique of amended plan by the community, using the following techniques:
    - (i) Activity 1: 'Dot voting' to identify outstanding issues and areas of agreement. Green dots used to indicate *"parts of the plan you like"* and red stickers to indicate *"parts of the plan you do not like"*
    - (ii) Activity 2: 'World Café' to consider the toilet issue. Discussion questions: *"discuss the existing issue of people toileting in the reserve"* (the 'Problem') and *"discuss how the group feels about the suggested toilet location"* (the 'Solution')
    - (iii) Activity 3: A facilitated discussion on other identified issues. Discussion question: *"comment on proposed changes, clarification around unchanged items"*
32. Once the concept was finalised by the project team in July 2008, all respondents were sent a final reply letter that outlined the outcome of consultation, included the finalised concept plan and a sketch of the proposed toilet. The letter informed respondents that a report would be presented to the Board for their approval. Details of the Board meeting were also provided so that any interested residents could attend or address the Board prior to the decision being made.



## 10. Cont'd

### Consultation Outcome

33. The consultation received an 18% response rate (99 responses), which is a moderate response rate. However a number of submissions were from groups, such as residents' associations, which represent a number of residents.
34. Community feedback was generally positive. The consultation outcome and project team responses are included in **Attachment 2**.
  - 64% responded "YES – I generally support the plan"
  - 16% responded "NO – I do not support the plan"
  - 21% didn't indicate a preference
35. Submissions were received from all of the adjoining residents and from a number of key stakeholders, including:
  - Brooklands Community Centre Inc (Brooklands Residents' Association) - submission No.64
  - ECan's Parks and Forests section - submission No.76
  - Guardians of the Styx - submission No.82
  - Blue Lagoon Neighbourhood Support Group - submission No.91
  - Styx Living Laboratory Trust - submission No.94
  - Mahaanui Kurataiao Ltd, on behalf of Te Ngai Tuahuriri Runanga - submission No.99
36. The Brooklands Community Centre Inc and the Blue Lagoon Neighbourhood Support Group both provided extensive submissions. The issues raised by these groups were generally in accordance with the community views that were provided independently to Council from residents, with the exception of the issues around the placement of the toilet. This issue did not gain general community agreement.
37. Te Ngai Tuahuriri Runanga noted that they are not opposed to the creation of a boat ramp, parking and toileting facilities in the area. However, they sought consideration about potential runoff to the river or lagoon and safety in the carpark. They also sought assurance that a public toilet is provided to ensure that human waste is not being left in the environment and that this is sited away from the water's edge. The runanga noted that they would like to be further involved in the development of the interpretation features and proposed boardwalk and that, given they have some concerns with the boardwalk, they would like to be further consulted as these features develop. It was hoped that an opportunity may exist to enhance the historical and contemporary connection of place with Ngai Tuahuriri's hapu associations with the area.
38. The Guardians of the Styx (Inc) raised concerns about runoff from the car park and its potential effect on the Styx River, in terms of effects on aquatic flora and fauna. The Styx Living Laboratory Trust noted support for the overall concept. It commented that, as the climax of the 'Source of Sea' walkway, this area is exceptionally important in terms of the greater Styx Project. In their view, it is important that not only should the feelings of the adjacent landowners be considered, but also the feelings of the users of the walkway, in particular the vistas from the walkway itself. The river is being managed for its ecological and wilderness values and a low key maintenance approach and reduction in the visual impact of adjacent houses on people using this area is therefore considered to be important. The Trust considers that all built structures should be considered as integrated artworks and pedestrian access through the Blue Lagoon site should be protected in the long term.
39. ECan's Parks and Forests section sought that the proposed sculptured artwork be relocated away from the saltmarsh and spit as they considered this to be a visual intrusion upon the natural area. They also raised concerns that an artwork in this location has the potential to be a rally point for visitors to the saltmarsh and spit, which is likely to have a negative impact upon the biodiversity of the area.

10. Cont'd

40. The submissions that indicated that they **did not** support the proposal cited the following reasons:
- (a) *Carpark design* – want angle parking, allow for car/trailer units at entrance, want more parks, want trees for shade but not to block views, want disabled parking
  - (b) *Carpark surface* – oppose asphalt (aesthetic reasons) or grit (dust problem), prefer existing grass surface
  - (c) *Swale* – don't shift it to property boundary, leave it as is or pipe, should be for rainwater only
  - (d) *Toilet* – oppose location (do not want large building on top of stop bank). Suggest alternative locations: north side of stopbank (or lower), in proposed carpark on Harbour Road, in boat ramp carpark, with boat jetty. Suggested alternative facilities: use Domain Toilet. Oppose height of toilet: keep it low and small, should just be one Unisex Accessible Toilet/Change room and not an information centre. Request for an additional toilet: another toilet (small) at end of Seafield track
  - (e) *Sense of Arrival structure* – oppose archways and Sense of Arrival structure
  - (f) *Boat jetty* – extend it as per previous jetty, shift out into Styx, shift it as per previous plan
  - (g) *Boat ramp* – prefer asphalt surface, need mobility parks, shift it as per previous plan
  - (h) *Wash down* - needs to be sealed and girded properly if provided at all
  - (i) *Security* – gates needed, lock car park and toilet, lock reserve
  - (j) *Walkways* – oppose existing easement through 87 Harbour Road (want coastal boardwalk or use Blue Lagoon footpath or CCC purchase Blue Lagoon restaurant). Oppose walkway near property boundaries (in car park) and would prefer it shifted to top of stop bank. Oppose crusher dust paths (too dusty, prefer seal or grass). Need access for mobility scooters
  - (k) *Picnic area* - regular mowing of grass, need rubbish bins, park benches for wheelchair users, more park benches, two park benches and two picnic tables, keep vehicles off the reserve and stop bank
  - (l) *Landscaping* – blocks views, oppose cabbage trees, prefer original plan.
  - (m) *End of Harbour Road* – need enhancement as a priority
  - (n) *Traffic* - speed humps wanted
  - (o) *Styx River and Harbour* – reduce speed of craft
  - (p) *Don't develop at all* – waste of money, oppose jet-ski noise and don't want more
41. The **key issues raised** in the public consultation, and the project team's responses, are outlined in the tables below. A 'key issue' has been defined as something that has been identified by significant numbers of individual submissions and/or an issue raised by key stakeholders (such as a residents' association).

## 10. Cont'd

Toilet/change facility
<p><b>Key issues raised by the community:</b></p> <ul style="list-style-type: none"> <li>• Support the need for a toilet</li> <li>• Oppose location (incorporate it with boat jetty or re-site to north side of stopbank)</li> <li>• The toilet is too high</li> <li>• Toilet is too big - all that is needed is a Unisex /disabled toilet that would be used as a change room, not an information centre (design it like the one in Heathcote Park)</li> <li>• All built structures should reflect Styx vision and use integrated artworks approach</li> </ul>
<p><b>Project team discussion:</b></p> <p>There was a high level of feeling about the proposed toilet by most directly affected, who see it as a visual intrusion into their outlook</p> <ul style="list-style-type: none"> <li>• <i>Concern about location of toilet</i> <ul style="list-style-type: none"> <li>• A number of submitters suggested alternate locations but there was not agreement about a preferred alternative. The Brooklands Community Centre Inc recommended that the toilet be adjacent to or incorporated with the boat jetty (without consultation with the most affected neighbours). Ngai Tuahuriri submitted that they would not want a toilet located adjacent to the water's edge. The Blue Lagoon Neighbourhood Support Group suggested re-siting toilet to North side of stop bank (which would place it in an ecologically sensitive area).</li> <li>• The suggested alternatives have been assessed based on a number of criteria, such as safety, accessibility, visual effects, recreation and land tenure. It was found that they do not meet these criteria as well as site proposed at the entrance to the reserve. Due to the degree of concern raised about the proposed toilet, the project team commissioned an independent safety report from Boffa Miskell Ltd, an environmental planning consultancy. This safety audit (refer <b>Attachment 5</b>) confirmed that the proposed site best achieves the key CPTED principles and that it is therefore is the most suitable location with respect to safety, as it is clearly visible from most parts of the site/surrounding houses and key vehicular routes</li> </ul> </li> <li>• <i>Concern about height of toilet</i> - the proposal indicated that the toilet would be constructed at the height of the existing stop bank. The community sought that the toilet be positioned lower to reduce visual effects. The toilet will be constructed at the existing ground level (approximately). This will reduce the visual effects from the original proposal, which had the toilet located at the level of the adjacent stop bank.</li> <li>• <i>Concern about design of the toilet</i> - one of the community requests was that the toilet/changing room not be a large structure incorporating an information centre as it considered this would detract from the unspoiled natural beauty in this area. The Styx Living Laboratory Trust suggested that all built structures should be considered as an opportunity to use an integrated artwork approach to building design. The toilet/change room facility will be a single cubicle building constructed of vertical palings with a sail roof suspended above. An integrated artwork design approach will be used with the design of the toilet and Sense of Arrival structure</li> <li>• <i>Concern about the reserve planning process</i> - an adjoining resident raised concerns about the lack of information provided to them in the Land Information Memorandum (LIM) that they acquired prior to purchasing their property. The LIM did not include the developer's landscape plan and they were unaware that this land may be developed as a recreation reserve. It is understood that it is not Council practice to include draft landscape plans in LIMs. These residents are vehemently opposed to the proposal to include a public toilet in view of their property</li> </ul>

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APPENDIX 2

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<b>Paths and Walkways</b>
<b>Key issues raised by the community:</b> <ul style="list-style-type: none"><li>• Oppose easement over 87 Harbour Road and a want coastal walkway</li><li>• Shift pathway to top of stopbank</li><li>• Crusher dust path too dusty, informal (grassed) path or no path through reserve</li></ul>
<b>Project team discussion:</b> <ul style="list-style-type: none"><li>• The primary issue raised about walkways relates to the existing easement over 87 Harbour Road (the Blue Lagoon restaurant site), which provides a link from the reserve through to Seafeld Park. The legality of this is contested by the owners of the site, who believe that this easement was only intended to be temporary. In July 2008 they presented a petition, with 569 signatures, to the Shirley/Papanui Community Board seeking that the easement be removed from their property and an alternative coastal boardwalk be constructed. The proposal for the coastal boardwalk has been included in this proposal and the project team are recommending that this be constructed in 2009/10, contingent on the relevant approvals being granted. This would use funding that was originally intended for the completion of walkways, landscaping and park furniture associated with this project.</li><li>• A second key issue was opposition to a proposed walkway adjacent to property boundaries, which local residents considered could be relocated to the top of the stopbank. The plan has been amended to reflect these views.</li><li>• A request was also made to retain an informal path through the reserve. The project team believe that a well-formed path is needed to ensure good access for all park users and to meet the Parks Access Policy.</li></ul>
<b>Car and Trailer Parking Area</b>
<b>Key issues raised by the community:</b> <ul style="list-style-type: none"><li>• Want angle parking and need mobility parking</li><li>• Oppose asphalt surface (visual effects) vs. want asphalt surface (dust problem and bare feet) vs. want grass surface (leave as is)</li><li>• Don't shift swale near properties</li><li>• Security – install gates and give key to locals</li></ul>
<b>Project team discussion:</b> <ul style="list-style-type: none"><li>• The primary issue with the car park was with the design and surfacing. There was significant support for angle parking. There were mixed views about the surface – the chip surface was not supported and some sought asphalt but others opposed it. There was also a call for a natural grass surface. There was also strong opposition to moving the swale nearer to residences. The project team has redesigned the car park to include angle parking and a grass surface. It is proposed that the swale will be removed from the base of the stopbank and diverted to the wetland adjoining the trailer park (subject to approval from ECan).</li><li>• Significant concerns were raised about the potential for 'boy racers' to use the reserve and car park at night. The local community have sought that a gate be installed and keys given to locals. A barrier will be included at the reserve entrance – this will be locked and unlocked at advertised times. This will either be undertaken by a security firm of a local 'caretaker'. It is not proposed to hand a key out to locals as this would not provide any surety about the gates being opened and closed at particular times.</li></ul>

## 10. Cont'd

<b>Boat Ramp and Jetty</b>
<b>Key issues raised by the community:</b>
<ul style="list-style-type: none"> <li>• Want asphalt/or concrete turning area and mobility parks at boat ramp</li> <li>• Wash down area needs proper soak pit or don't provide at all</li> <li>• Support boat jetty but extend it</li> </ul>
<b>Project team discussion:</b>
<ul style="list-style-type: none"> <li>• There was strong support to have the turning area asphalted or concrete and any soak pit to be well designed. The extension of the jetty was also considered to be important for it to be useable. These features have been included in the amended concept.</li> </ul>

<b>Sense of Arrival structure and Artwork</b>
<b>Key issues raised by the community:</b>
<ul style="list-style-type: none"> <li>• Oppose Sense of Arrival structure</li> <li>• Oppose proposed Artwork on the spit</li> </ul>
<b>Project team discussion:</b>
<ul style="list-style-type: none"> <li>• These features were not well supported with the local community preferring the aesthetic of the natural environment, rather than built structures. These comments have been responded to by removing the proposed artwork feature from the proposal. However the Sense of Arrival is considered to be an important part of Council's Styx Vision and the Styx Living Laboratory Trust have noted that all built structures should be considered as integrated artworks. To respond to community views, the height of the Sense of Arrival has been reduced by not including the proposed archways the Sense of Arrival has been redesigned to extend into the lagoon less than as originally proposed. However, this feature will include art elements.</li> </ul>

<b>End of Harbour Road and Small Car Park</b>
<b>Key issues raised by the community:</b>
<ul style="list-style-type: none"> <li>• This area needs to be enhanced - would like a boardwalk/jetty structure</li> <li>• Provide kayak launching area away from main boat ramp</li> </ul>
<b>Project team discussion:</b>
<ul style="list-style-type: none"> <li>• The proposed enhancement of this area was seen as an important aspect to the development of this area. It was seen by some as a priority and that the proposal could be enhanced further. This area will be further enhanced and designed to compliment the proposed coastal boardwalk. This may include opportunities for passive water sports</li> </ul>

<b>Park Furniture and Landscaping</b>
<b>Key issues raised by the community:</b>
<ul style="list-style-type: none"> <li>• Park benches instead of two of the picnic tables, install park benches to face views, want rubbish bins</li> <li>• Oppose cabbage trees at entranceway</li> <li>• Landscaping blocks views</li> </ul>
<b>Project team discussion:</b>
<ul style="list-style-type: none"> <li>• The community sought more park benches rather than picnic tables as these provide better opportunities to enjoy the view, particularly amongst those with limited mobility. These have been included in the plan. A rubbish bin has been installed in the reserve.</li> <li>• There was considerable opposition to the proposed cabbage trees at the entranceway, as they were considered to be messy and a nuisance for mowers. These will be replaced with an indigenous coastal species, such as lacebark.</li> <li>• A number of trees proposed on the boundary were opposed due to concerns that they would block views. These have been assessed and relocated, where appropriate.</li> </ul>

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<b>Other issues raised in feedback</b>
<b>Key issues raised by the community:</b>
<ul style="list-style-type: none"> <li>• Styx River - signage for boats</li> <li>• Traffic – speed bumps and traffic speed restrictions</li> <li>• Maintenance – mow frequently, empty rubbish bins</li> <li>• Harbour/lagoon – signs re boating speed limit, want channel marked and dredged</li> </ul>
<b>Project team discussion:</b>
<ul style="list-style-type: none"> <li>• A number of the issues raised in this consultation were beyond the scope of this reserve development project and should be referred to Council's Call Centre on 941-8666 or ECan.</li> </ul>

42. The project team considered this consultation feedback and revised the concept plan by including **following amendments**:

- Carpark design amended to include angle parking, with ground level demarcation of parks
- Pathway between houses and carpark redirected to top of stopbank
- Carpark surface to be grass over gravel (this can be upgraded to asphalt in the future, if necessary)
- Carpark swale to be removed and water runoff redirected to the wetland to the west
- Boat ramp turning area surface to be asphalt or concrete
- Improved visibility of pedestrian linkages through boat ramp area
- Mobility parks included near boat ramp
- Boat jetty extended
- Harbour Road upgrade to include deck, planting and walkway linkages
- Sense of Arrival reduced in height and length (but remains at the Styx River Mouth)
- Artwork feature removed from proposal
- Park benches to be included instead of two of the picnic tables
- Cabbage trees at entrance to be replaced with an indigenous coastal species that is tolerant of these conditions
- Amount of trees reduced on the plan. Ngaio and Ake Ake (3-4m) to be used on boundaries as they are tolerant of coastal conditions
- A coastal walkway linkage between the end of reserve and the end of Harbour Road to be investigated and constructed, if possible

43. The outcome of the community workshop that was held on 8 April 2008 was as follows:

Activity 1: 'Dot voting'.  <b>This technique was used to identify outstanding issues and areas of agreement</b>	<ul style="list-style-type: none"> <li>• Agreed opposition to the existing easement over 87 Harbour Road</li> <li>• Agreed support of a coastal walkway seaward of 87 Harbour Road</li> <li>• Some opposition to individual trees</li> <li>• Some opposition to the jetty, boat ramp and associated carpark (by an adjoining land owner)</li> <li>• Some opposition to Sense of Arrival (by an adjoining neighbour)</li> <li>• Mixed support and opposition to the toilet (the opposition was from adjoining neighbours)</li> </ul>
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## 10. Cont'd

<p>Activity 2: 'World Café' considered the following questions:</p> <p><b><i>"discuss the existing issue of people toileting in the reserve"</i></b> (the 'Problem') and</p> <p><b><i>"discuss how the group feels about the suggested toilet location"</i></b> (the 'Solution')</p>	<ul style="list-style-type: none"> <li>• <b>The 'Problem'</b>. Strong support for the need for a toilet and little opposition to the need (<i>"issues now are horrific"</i>, need it for whitebaiters, rubbish collects in the area, people are using residents' toilets)</li> <li>• <b>The 'Solution'</b>. Good level of support for the proposed location as it <i>"has to go somewhere"</i>. Small level of opposition to proposed location. Strong support for the toilet to be lower, as small as possible and as far back onto ECan can land as possible. A request for an outside shower. (Note: the proposal is for a unisex accessible single cubicle toilet/change facility)</li> <li>• <b>Design issues</b>: Mud will be an issue, clarification about which way the door will swing (to the road but will have a spring), opposition to corrugated iron, support for timber and riverstones, support that it be as inconspicuous as possible</li> </ul>
<p>Activity 3: Facilitated discussion</p> <p><b>Discussion on other identified issues from Dot Voting and clarification of intentions with dot placement:</b></p>	<ul style="list-style-type: none"> <li>• Support for Harbour Road carpark and jetty</li> <li>• Clear steer on easement/boardwalk issue. Request that the investigation of this be progressed</li> <li>• Clarification about each tree issues raised</li> <li>• Big concern from adjoining land owner about placement of jetty and boat ramp</li> <li>• Request for gates at either the reserve entrance or carpark entrance with key to be provided to neighbours</li> <li>• Support for the carpark (but more parks preferred)</li> <li>• Support for relocation of footpath to stopbank, as indicated on plan</li> <li>• Support removal of swale, as indicated on plan</li> <li>• 'Parked Issues' - maintenance and traffic calming</li> </ul>

44. Having considered the feedback from the community workshop and further discussions with Ecan, Department of Conservation (DoC) and iwi, the project team have made the following **further amendments** to the proposed concept:

- The toilet will be constructed at the existing ground level (approximately). This will reduce the visual effects from the original proposal, which had the toilet located at the level of the adjacent stop bank. The toilet/change room facility will be a single cubicle building constructed of vertical palings with a sail roof suspended above. This facility will include an outside wash down shower. The toilet/change room and Sense of Arrival structure will include a design aesthetic that reflects the special character and identity of the Styx River catchment
- Cabbage trees to be replaced and indigenous coastal species, such as lacebark
- Some individual trees have been shifted or removed

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- A barrier to be included at the reserve entrance – this will be locked and unlocked at advertised times. This will either be undertaken by a security firm or a local 'caretaker'. The latter would involve agreeing on a Custodial Contract with one of the adjoining neighbours. This person would receive modest payment in return for opening and closing the reserve on a daily basis, at the times indicated on a sign (possibly for summer vs. winter hours).
45. The final concept plan, which includes the above amendments, is included as **Attachments 3** and recommended for approval by the Board. A plan of the proposed toilet and 'Sense of Arrival' design is included as **Attachment 4**. If approval is granted, the project team will proceed to the detailed design stage and then tender the work for construction.
46. **Construction schedule**  
The proposal includes a number of unfunded items and, in response to the feedback received in consultation, the project team has reviewed the construction schedule that was outlined in consultation document. The proposed construction schedule is outlined below (this schedule is subject to Board approval of the concept in August 2008).

Construction in 2008/09	Construction in 2009/10	Currently unfunded items
<ul style="list-style-type: none"> <li>• Toilet and 'Sense of Arrival' structure</li> <li>• Planting around toilet, trailer park and entrance</li> <li>• Build trailer car park</li> </ul>	<ul style="list-style-type: none"> <li>• Coastal Boardwalk</li> <li>• Paths and walking tracks</li> <li>• Planting lagoon margin</li> </ul>	<ul style="list-style-type: none"> <li>• Complete paths and walking tracks</li> <li>• Complete planting at trailer park</li> <li>• Plant eastern boundary</li> <li>• Planting lagoon margin</li> <li>• Picnic tables</li> <li>• Jetty and bollards</li> <li>• Harbour Road jetty, parking and landscaping</li> <li>• Interpretation</li> </ul>

47. This schedule includes construction of the proposed coastal boardwalk in 2009/10 and leaves a number of items, such as landscaping, paths and park furniture uncompleted until further funding has been sourced. Jetties and interpretation also required further funding to be sourced. While this leaves a number of features of this landscape plan uncompleted, it has been developed in response to the significant level of support by the local community for a coastal boardwalk. *Note: further consultation with iwi about the design of the proposed coastal boardwalk will be required and a number of approvals will need to be granted prior to construction.*

**STAFF RECOMMENDATION**

It is recommended that the Board:

- (a) Approve the plan in **Attachment 3**, and drawing in **Attachment 4**, in order to proceed to detailed design and construction/ implementation of the Styx River Mouth/Brooklands Boat Ramp Landscape Plan.

**CHAIRPERSON'S RECOMMENDATION**

That the staff recommendation be adopted.



## 10. Cont'd

**BACKGROUND**

48. The Styx River Mouth/Brooklands boat ramp is located in Brooklands, where the Styx River empties into Brooklands Lagoon. It is an important area with a variety of significant values associated with it. This was an important food gathering site that reflects both Maori and early European history. Due to its proximity to the coastal, harbour and river mouth areas, this reserve remains a significant area for to iwi today. Brooklands Lagoon, and the large Seafield Park bordering the lagoon, is also an important wilderness reserve and regional park that provides significant environmental and recreational uses.
49. This reserve is a termination point of a much larger green corridor associated with the Styx River that extends from its source to the sea. Viewed from the perspective of the Styx 'Source to Sea' walkway, this reserve is an 'arrival' point. The development of the reserve has been considered in conjunction with this wider context including the long term objectives and aspirations associated with this greater green corridor. The Styx Vision document has been adopted by Council and, in particular, consideration has been given to Styx Vision 2 *"To create a 'Source to Sea Experience' through the development of an Urban National Reserve"* and Styx Vision 4 *"To establish 'The Styx' as a place to be through maintaining and enhancing the special character and identity of the area"*.
50. The proposed development of this reserve is to a standard that reflects its important strategic location. It is not a small local park as its size would suggest but the gateway to the marine and river environment. The proposed development on the park reflects this position with marine and walkway facilities combined in artworks and built assets including a public toilet and car park.
51. The Brooklands lagoon area offers a variety of land and water-based recreational experiences. These include walking, cycling, horse riding, boating, jet skiing, fishing and whitebaiting. To support these activities, the need for a number of facilities has been identified. This includes formalised parking for cars and trailers, washdown facilities, toilet and change facilities, jetties, seating and paths. Many of these facilities were anticipated by the developer of this site who, in conjunction with Council staff, drafted a landscape plan for the area (dated March 2001). This included a car and trailer carpark, toilet, jetty and landscaping.
52. The previous planning work informed the project objectives, which were to:
  - Consider the needs of the local community and reserve users, while developing a concept within the available funds
  - Enhance the use of the boat ramp and parking and protects the adjacent reserve
  - Provide improved access to the river via the boat ramp by providing jetty facilities
  - Consider the need for aquatic pest control measures
  - Provide toilet facilities in the reserve
  - Provide pedestrian linkages through to Seafield Park
  - Enhance the ecological area and develops a sense of arrival at the end of the Styx 'Source to Sea' walkway
  - Use an integrated artworks approach to reflect the influence of the Styx River and indigenous wildlife in this reserve
53. The project team developed a concept to meet these objectives, which included the features that were suggested in the developer's draft landscape plan, apart from relocating the stopbank. The car and trailer carpark and toilet are proposed for the same location but the boat jetty has been positioned south of the jetty, where a boat jetty was historically located. Also included in the plan is a 'Sense of Arrival' structure at the end of the Styx walkway, a picnic area adjacent to the boat ramp, pathway linkages through to Seafield Park and a carpark on Harbour Road. This concept was developed to appeal to a range of recreational users, respond to the identified need for a toilet (and consider safety issues with its design and placement), have minimum visual impact on surrounding neighbours and to be in keeping with the overall vision for this reserve.

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ATTACHMENT TO CLAUSE 16  
APPENDIX 3

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**18. STYX RIVER MOUTH/BROOKLANDS BOAT RAMP LANDSCAPE PLAN**

The Board considered a report seeking their approval to proceed to detailed design and construction/implementation of the Styx River Mouth/Brooklands Boat Ramp Landscape Plan.

The Board **resolved**:

- (a) To approve the plan in **Attachment 3**, and drawing in **Attachment 4**, in order to proceed to detailed design and construction/ implementation of the Styx River Mouth/Brooklands Boat Ramp Landscape Plan.
- (b) That the Board advocates to Council for removal of the access easement through the Riley's property at 87 Harbour Road, Brooklands.

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

The Board **decided** that the staff involved in the project be formally thanked by Management.

The meeting concluded at 6.40pm.

**CONFIRMED THIS 15<sup>th</sup> DAY OF OCTOBER 2008**

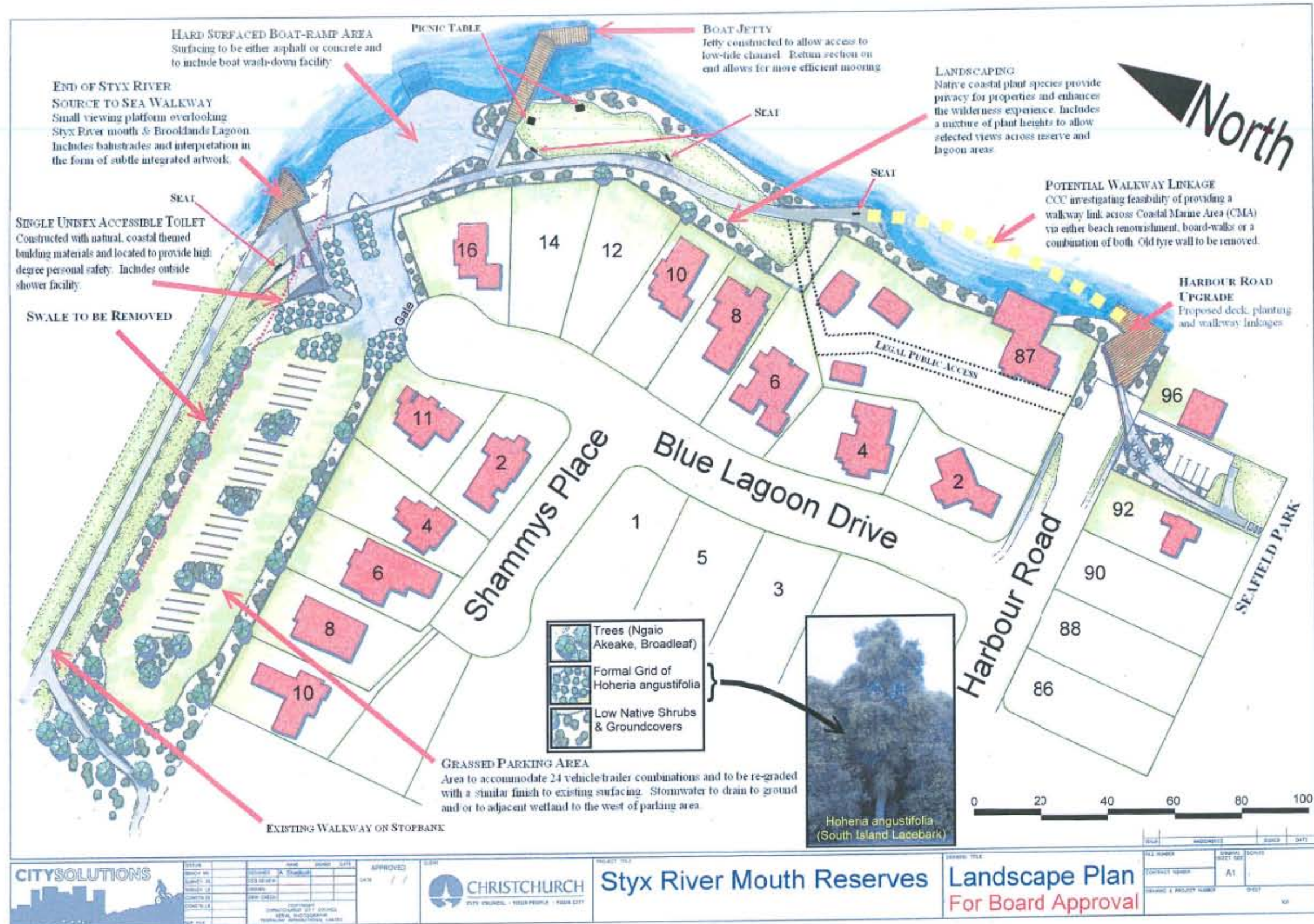
**MEGAN EVANS  
CHAIRPERSON**



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Clause 10 – Attachment 1





## 17. ELECTED MEMBER EXPENSES AND ALLOWANCES 2009/10



<b>General Manager responsible:</b>	General Manager, Regulation and Democracy Services, DDI 941-8462
<b>Officer responsible:</b>	Democracy Services Manager
<b>Author:</b>	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 12 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 2009 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.

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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 2009 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**

It is recommended that the Community Board:

- (a) Note that on 18 February 2009 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.

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**CHAIRPERSON'S RECOMMENDATION**

That the Board support the status quo with respect to the mileage allowance.

**BACKGROUND**

**General**

14. 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.
15. 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**

16. 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.
17. 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.
18. The Authority summarises its proposal for discussion as follows:
  - (a) *"Remove the mileage allowance as it current 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".*

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19. 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**

20. 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.
21. 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.

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

**SECTION 3 - AUTHENTICATION OF EXPENSE REIMBURSEMENTS AND ALLOWANCES**

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

- are in line with council policies
  - have a justified business purpose
  - are payable under clear rules communicated to all claimants
  - have senior management oversight
  - are approved by a person able to exercise independent judgement
  - are adequately documented
  - are reasonable and conservative in line with public sector norms
  - are, in respect of allowances, a reasonable approximation of expenses incurred on behalf of the local authority by the elected member
  - are subject to internal audit oversight.
1. Comprehensive schedule approved by the Council. Basis is "actual and reasonable" expenses only.
  2. Expenditure must relate to the items listed in the schedule.
  3. Expense claims are approved by the Council Secretary. Full receipts are required.
  4. The policies set by the Council reflect public sector norms of reasonableness and conservatism.
  5. The allowances listed in the schedule have been calculated to approximate the expenditure to which the allowances relate.
  6. Internal audit work programme includes sampling expense claims and allowances paid to elected members and staff.



## ATTACHMENT TO CLAUSE 17

**SECTION 4 - VEHICLE PROVIDED**

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

**SECTION 5 - MILEAGE ALLOWANCES****1. Rate of allowance paid per kilometre**

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

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

**SECTION 6 - TRAVEL AND ACCOMMODATION****6.1 Taxis and other transport**

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

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

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

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

**6.2 Carparks**

Are carparks provided? Yes

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

**6.3 Use of Rental cars**

Are rental cars ever provided? Yes

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

**ATTACHMENT TO CLAUSE 17**

**6.4 Air Travel Domestic**

Summarise the rules for domestic air travel.

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

(See also clause 6.6.)

**6.5 Air Travel International**

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

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

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

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

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

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

**Discretionary Allocation of \$4,000 per member:**

1. All Councillors are provided with a discretionary allocation of \$4,000 per annum from the relevant travel and conference budgets, to be used for conferences, courses, seminars and training that they choose to attend. This amount is non-transferable and is to cover course fees, travel, accommodation and meals.

**ATTACHMENT TO CLAUSE 17**

2. The conference, course, seminar or training event selected must contribute to the Councillor's ability to carry out Council business.
3. Councillors wishing to utilise this discretionary funding for attendance at such events are required to obtain the prior written confirmation from both the Mayor (or the Deputy Mayor) and the Chief Executive that the conditions set out above have been met. .

**Council Representatives on External Organisations:**

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

**Prior Council Approval Required in Other Cases**

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

**Mayor**

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

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

**Community Board Members**

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

## ATTACHMENT TO CLAUSE 17

**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

ATTACHMENT TO CLAUSE 17

**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**

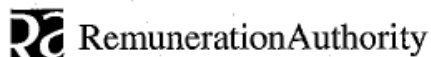
Are any allowances (as distinct from reimbursements of actual business expenses) paid without deduction of withholding tax? No

**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.

_____ <b>Signature</b>	_____ <b>Council Secretary Designation</b>	_____ <b>Date</b>
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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**

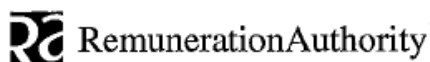
The proposal in the attached paper is that the allowance be abolished following the 2011 Local Body elections.

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](mailto:info@remauthority.govt.nz)



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## 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

#### Remuneration Authority

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- (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 \$1<sup>2</sup> 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:
  - (a) In his or her own vehicle;
  - (b) On the Local Authority's business; and
  - (c) 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

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

<b>General Manager responsible:</b>	General Manager, Regulation and Democracy Services, DDI 941-8462
<b>Officer responsible:</b>	Democracy Services Manager
<b>Author:</b>	Peter Croucher, Community Board Adviser

**PURPOSE OF REPORT**

1. The purpose of this report is to seek the 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 \$1,213.

**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.

**CONSULTATION FULFILMENT**

10. Not applicable.

**18 Cont'd**

**STAFF RECOMMENDATION**

It is recommended that the Shirley/Papanui 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, with a view to approving interested members' attendance in principle, with the funding to be approved from 2009/10 budgets once those budgets are confirmed by the Council.

# 19. ALCOHOL ADVISORY COUNCIL OF NEW ZEALAND CONFERENCE – WORKING TOGETHER 2009

<b>General Manager responsible:</b>	General Manager Regulation & Democracy Services, DDI 941-8462
<b>Officer responsible:</b>	Democracy Services Manager
<b>Author:</b>	Peter Croucher, Community Board Adviser

## PURPOSE OF REPORT

1. The purpose of this report is to request the Board to give consideration to approving the Chairperson attending an Alcohol Advisory Council of New Zealand (ALAC) conference – Working Together 2009, to be held in Wellington on 13 – 15 May 2009.

## EXECUTIVE SUMMARY

2. The three-day ALAC conference is designed to encourage the community to be part of the gathering momentum to reduce the harm from alcohol in our communities, review our alcohol laws and regulations and grow the national conversation about the way we drink. **Attachments A and B** provide additional information.
3. The Board Chairperson Yvonne Palmer has been invited to present an abstract to the conference on the Host Responsibility Best Practice Award which this Board won at the New Zealand Community Boards Conference 2009.

## FINANCIAL IMPLICATIONS

4. The cost of the Chairperson attending the ALAC conference will be no more than \$1,070. This comprises a registration fee of \$350, accommodation for one night of \$145 and airfares of approximately \$350. All figures exclude GST. The Board's 2008/09 conference attendance, training and travel budgets currently have an unallocated budget of \$1,213.

## 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.

**19 Cont'd**

**CONSULTATION FULFILMENT**

10. Not applicable.

**STAFF RECOMMENDATION**

It is recommended that the Shirley/Papanui Community Board give consideration to approving the attendance by the Chairperson Yvonne Palmer at the three day Alcohol Advisory Council of New Zealand conference, Working Together 2009, to be held on 13 – 15 May 2009 in Wellington.

**CHAIRPERSON'S RECOMMENDATION**

For Discussion.

ALCOHOL ADVISORY COUNCIL OF NEW ZEALAND  
Kaitiaki Whakamauatū Wāhiu e Aotearoa



# ALAC Working Together Conference 2009

14 - 15 May 2009

InterContinental Hotel Wellington  
2 Grey Street  
Wellington

## Our Community... Our Say

Be part of the gathering momentum to:

- reduce the harm from alcohol in our communities
- review our alcohol laws and regulations
- grow the national conversation about the way we drink.

## Be part of this CHANGE!

This event will highlight and discuss the many levels where change is happening:

- community action
- local government
- health
- policy and legislation
- research.

Are you working in any of these areas?

Come and share your stories, highlight the progress you are making  
and learn from others.

**Come along and be a part of the change.**

**We are currently seeking abstracts for presentations.**

### Cost: \$350 + GST\*

Includes:

Morning and afternoon teas, lunches and  
an early evening get-together with nibbles  
and refreshments

\*Travel and accommodation not included

Enquiries to:

Andrew Galloway

a.galloway@alac.org.nz

### To Register

Visit our website at:

[www.alac.org.nz/UpComingEvents.aspx](http://www.alac.org.nz/UpComingEvents.aspx)

Please see the website for  
instructions on submitting  
abstracts and for the latest  
conference information



## Working Together 2009 - Programme (Draft 4)

11 March 2009

<b>Wednesday 13 May 2009</b>			
<b>12.00pm</b>	<b>Registration desk opens (lunch for pre-conference sector group meetings)</b>		
<b>1 00pm</b>	<b>Sector group meetings</b> <i>Community Action</i>	<i>Alcohol Accords</i>	<i>Planning for Alcohol</i>
<b>3.00pm</b>	<b>Afternoon Tea</b>		
<b>3 30pm</b>	Workshop and panel discussion following sector group meetings		

<b>Thursday 14 May 2009</b>					
<b>7.30am</b>	<b>Registration</b>				
<b>9.00am</b>	<b>Mihi Whakatau</b> Welcome from ALAC Council Chairperson – Mr Peter Glensor				
<b>9.30am</b>	Keynote address – ALAC Minister – (TBA)				
<b>9.45am</b>	Opening Address – Mayor of Wellington Kerry Prendergast				
<b>10.00am</b>	<b>Morning Tea</b>				
<b>10 30am</b>	Keynote Address – Dr Peter Rice, Consultant Psychiatrist, NHS Tayside, Scotland <i>The Scottish Experience – Alcohol Policy Developments from Scotland</i>				
<b>11 30am</b>	<b>Panel Session and Workshop</b> <i>Use of brief intervention in a wider range of settings</i>				
<b>12.30pm</b>	<b>Lunch</b>				
<b>1 30pm</b>	<b>Panel Session and Workshop</b> <i>What makes effective community action?</i> <i>(A bottom up approach to reducing the harm from alcohol in our communities)</i>				
<b>3.00pm</b>	<b>Afternoon Tea</b>				
<b>3 30pm</b>	<b>Stream 1</b> <i>Community Action</i>	<b>Stream 2</b> <i>Local Government</i>	<b>Stream 3</b> <i>Health</i>	<b>Stream 4</b> <i>Policy and Legislation</i>	<b>Stream 5</b> <i>Research</i>
<b>5.30pm</b>	<b>Evening get together function (nibbles and drinks provided)</b>				
<b>6.00pm</b>	<b>Live performance and entertainment</b>				

15. 4. 2009

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Friday 15 May 2009					
8.30am	Opening address – Gerard Vaughan, CEO, ALAC				
9 00am	Keynote Address – Ross Bell, executive director, New Zealand Drug Foundation <i>Parallels between international drug policy development and the creation of alcohol policy in NZ</i>				
10.00am	<b>Morning Tea</b>				
10 30am	<b>Panel Session and Workshop</b> <i>The review of the New Zealand's regulatory framework for alcohol (With the Law Commission)</i>				
12.00pm	<b>Lunch</b>				
1 00pm	Stream 1 <i>Community Action</i>	Stream 2 <i>Local Government</i>	Stream 3 <i>Health</i>	Stream 4 <i>Policy and Legislation</i>	Stream 5 <i>Research</i>
2.30pm	<b>Afternoon tea</b>				
3 00pm	Final Keynote – Keynote Speaker (TBC)				
3.45pm	Close of conference – Gerard Vaughan, CEO, ALAC				
4.00pm	<b>Poroporoaki</b>				
4.30pm	<b>End of Conference</b>				

**20. GOVERNANCE ARRANGEMENTS REVIEW 2009**

<b>General Manager responsible:</b>	General Manager, Regulation and Democracy Services, DDI 941-8462
<b>Officer responsible:</b>	Democracy Services Manager
<b>Author:</b>	Peter Croucher, Community Board Adviser

**PURPOSE OF REPORT**

1. The purpose of this report is to request the Board to consider a change to its current governance arrangements and to consider the timing of its meeting start times.

**EXECUTIVE SUMMARY**

2. On 21 November 2007 the Board resolved that for the current term it would establish three committees: Greenspace, Traffic Works, and Community Services and Events.
3. Since this initial decision:
  - (a) On 19 December 2007 the Board determined that membership of the three committees be the full Board in each case and granted each Committee full delegated powers relevant to the area of focus of each.
  - (b) On 19 March 2008 the Board decided that for greater efficiency, two of the three committees would combine to become the Greenspace Traffic Works Committee.
  - (c) On 17 September 2008 the Board determined a change in the meeting times of the two Committees and that seminars be held two-monthly at 9am on the Wednesday of week three of the month
4. The current arrangement is therefore that the two Committees meet in the first week of the month on the same day and that the Board meets in the third week of the month. The scheduling of meetings at these time promotes meeting scheduling and agenda distribution efficiencies.
5. At a workshop held on 25 March 2009, informal majority agreement was reached by the Board that the two Committees should be disestablished, and an additional Board meeting scheduled per month. This would mean that two Board meetings would be held each month; on the first and third Wednesdays respectively. It was also agreed that a key responsibilities portfolio system should be further considered.

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

6. Not applicable.

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

7. Clause 30(2) of Schedule 7 of the Local Government Act 2002 provides that community boards may appoint committees that it considers appropriate, and under clause 30(5)(a) of the same schedule community boards are able to discharge a committee.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

8. Not applicable.

**20 Cont'd**

**ALIGNMENT WITH STRATEGIES**

**Do the recommendations align with the Council's strategies?**

9. Not applicable.

**CONSULTATION FULFILMENT**

10. Not applicable.

**STAFF RECOMMENDATION**

Based on the informal discussions of the Board at a workshop on 25 March 2009, it is recommended that the Shirley/Papanui Community Board:

- (a) Discharge its Community Services and Events Committee and its Greenspace Traffic Works Committee.
- (b) Hold an additional Board meeting per month, with the dates for these additional Board meetings to be held during the remainder of 2009 as detailed below:

Wednesday 6 May  
Wednesday 3 June  
Wednesday 1 July  
Wednesday 5 August  
Wednesday 2 September  
Wednesday 7 October  
Wednesday 4 November  
Wednesday 2 December

- (c) Give consideration as to whether changes should be made to the Board's current regular meeting commencement times of 4.00pm.

**CHAIRPERSON'S RECOMMENDATION**

For Discussion.



## **21. COMMUNITY BOARD ADVISER'S UPDATE**

### **21.1 CURRENT ISSUES**

### **21.2 BOARD SUBMISSION ON CHRISTCHURCH CITY COUNCIL DRAFT LONG TERM COUNCIL COMMUNITY PLAN (LTCCP) 2009-19**

The Christchurch City Council's consultation on its draft LTCCP 2009-19 is underway and closes on 16 April 2009. As this is the last Board meeting before that date, the Board is asked to consider formally approving its submission. A draft submission has been developed through informal discussions by Board members. The draft submission will be circulated prior to the meeting.

### **21.3 BOARD FUNDING UPDATE FOR 2008/09**

Attached.

### **21.4 CUSTOMER SERVICES REQUESTS FOR MARCH 2009**

Attached.

## **22. 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.

### **22.1 CHAIRPERSON'S REPORT**

The Chairperson's report and the minutes of the Staff Chair Forum held on 20 February 2009 have already been circulated.

## **23. QUESTIONS UNDER STANDING ORDERS**

Processed by AMA to Accounts	Project/Service/Description/Group	Allocation 2008/2009
As at 30 Mar	<b>Shirley/Papanui Discretionary Response Fund</b>	
	<b>Budget</b>	<b>60,000</b>
	<b>Funding Returned</b>	<b>3,538</b>
	<b>Allocations made</b>	
	<b>Youth Development Fund - Opening Balance allocation</b>	<b>16,520</b>
	<b>Allocations made</b>	
26-Aug	Nicholas House (Attendance at National tournament Napier)	150
26-Aug	Nicholas Robertson (Belfast U15 Gold Coast Tour)	300
15-Sep	Briden, Britten, Cayless, Gilling, Bowden (Rock Solid Camp) Paid to Papanui Youth Development	100
1-Sep	Luke Dennison (National Tournament Napier)	150
2-Oct	Stephanie Gates (Spirit of Adventure)	300
3-Oct	Jessie Bryant (Pacific School Games - Canberra)	500
3-Oct	Christopher Wiremu (Pacific School Games - Canberra)	500
3-Oct	Michael Gudgeon ((World Forum Lillie conference France)	500
3-Oct	Mairehau High School - Alex Kerr (National Secondary Schools Basketball)	230
3-Oct	Mairehau High School - Junior Pouwhare (National Secondary Schools Basketball)	230
15-Oct	T'Neale Joie Worsley (Ban Bang Eche Tour New York)	750
15-Oct	Josh Paul Burgess (Ban Bang Eche Tour New York)	750
19-Nov	Daryl Linton (Australian Dance Sport Competition)	750
19-Nov	Shane William Anderson (Pacific School Athletics Games, Canberra)	500
19-Nov	Darnell James Shadrock (2009 Koru Tour NZ Under 14 boy's basketball)	1,000
19-Nov	Claudia Rose Copeland (Jump Jam 2008 Idol National Competition in Auckland )	300
19-Nov	Amber Jane Kirkwood (Jump Jam 2008 Idol National Competition in Auckland )	300
16-Jan	Belinda Campbell (5th Annual Sydney Salsa Congress)	200
16-Jan	Matthew Teale (Canterbury Kiwis Cricket Tour )	300
13-Mar	Anahera Kupa (Te Matatini Kapahaka Festival in Tauranga)	500
13-Mar	Te Wera Tuhou (Te Matatini Kapahaka Festival in Tauranga)	500
13-Mar	Rerekohu Tuhou (Te Matatini Kapahaka Festival in Tauranga)	500
13-Mar	Darci Tuhou (Te Matatini Kapahaka Festival in Tauranga)	500
13-Mar	Emma Green (World Irish dancing Championships in Philadelphia)	500
2-Mar	Belfast School (costs for students to attend their leadership camp in March 2009)	500
2-Mar	Ashleigh Davidson (Friendship Ice Hockey Tournament Japan)	500
2-Mar	Joshua Williams (Friendship Ice Hockey Tournament Japan)	500
30-Mar	Darren Coyne (World Schools golf challenge Tournament in Adelaide)	250
30-Mar	Hamish Teale (Under 17 cricket team to tour Sri Lanka and Singapore)	300
30-Mar	Tayla Manawatu (U13 Aotearoa Maori Netball Oranga Healthy Lifestyle - to Hamilton)	200
30-Mar	Sharna-Marie Murch (National BMX championships in Whangarei)	250
	<b>Youth Development Fund Balance - Available for allocation</b>	<b>3,710</b>
15-Sep	Canterbury Cook Island Sports Assn (Cultural activities and sports weekend)	2,500
26-Nov	Westminster Sports Inc (Have a Go Day )	1,700
15-Dec	Puddleducks Toy Library (Shelving and Storage)	931
16-Dec	Shirley Methodist Playgroup (New Fencing)	1,600
31-Dec	Community Board Conference (Community Representatives attendance)	2,900
10-Mar	Community Board Awards Expenditure to 361/206/6/65	4,000
9-Feb	Belfast Community Network (Youth Homeless Project Research Part 1	5,660
19-Feb	St.Albans Swimming Club (coach training, emergency equipment, storage hire)	1,690
	<b>TOTAL: Shirley/Papanui Discretionary Response Fund Unallocated</b>	<b>26,037</b>



### Streets Maintenance CSR Received By Community Board from 1 January - 31 March 2009

As at 2 April 2009

