

CHRISTCHURCH CITY COUNCIL AGENDA

THURSDAY 13 SEPTEMBER 2012

9.30AM

**COUNCIL CHAMBER, CIVIC OFFICES,
53 HEREFORD STREET**

CHRISTCHURCH CITY COUNCIL

**Thursday 13 September 2012 at 9.30am
in the Council Chamber, Civic Offices, 53 Hereford Street**

Council: The Mayor, Bob Parker (Chairperson).
Councillors Peter Beck, Helen Broughton, Sally Buck, Ngaire Button, Tim Carter, Jimmy Chen,
Barry Corbett, Jamie Gough, Yani Johanson, Aaron Keown, Glenn Livingstone, Claudia Reid and
Sue Wells.

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COUNCIL 13. 9. 2012**1. APOLOGIES**

Councillor Claudia Reid.

2. DEPUTATIONS BY APPOINTMENT

13. 9. 2012

**SPREYDON/HEATHCOTE COMMUNITY BOARD
20. 7. 2012**

**Report of a meeting of the Spreydon/Heathcote Community Board
held on 20 July 2012 at 8am in the Board Room,
Beckenham Service Centre, 66 Colombo Street, Beckenham.**

PRESENT: Phil Clearwater (Chairperson), Barry Corbett, Paul McMahon, Helene Mautner, Karolin Potter and Tim Scandrett.

APOLOGIES: Apologies for absence were received and accepted from Sue Wells.

The Board reports that:

PART B - REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

1.1 THERESA THORPE AND REBECCA - SPENCER STREET

Theresa Thorpe and Rebecca Kirk raised concerns about traffic issues in Spencer Street. These concerns included that one side of the street near the Jerrold Street end has yellow lines, further there is a church and a school on the street and this results in very limited parking compounded by narrowing of the street as part of a beautifying project. They expressed concern that the street is not designed to manage any extra traffic with the placement of further yellow lines and narrow width.

A report will be forwarded to a Board meeting and the concerns will be considered at that time.

2. COMMUNITY BOARD ADVISER'S UPDATE

- The cycle lane separators are going to be trialed on Strickland Street and Kotare Street.
- The draft regional public transport plan was tabled at the meeting.
- Information was provided regarding earthquake recovery matters in the ward
- The Board considered its submission on the Proposed Brothels (Location and Commercial Sexual Services Signage) Bylaw 2012. Refer to clause 15 for the Board's decision on this matter.

3. ELECTED MEMBER'S INFORMATION EXCHANGE

Mention was made of the following matters:

- Relocation assistance for community groups due to the earthquake.

The Board requested that staff appoint ward earthquake co-ordinators as per the Council resolution of 26 June within two months.

- Weir Place – earthquake damage to the land.
- Selwyn Street Master Plan Area.

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Spreydon/Heathcote Community Board 20. 7. 2012

4. PETITIONS

Nil.

5. NOTICES OF MOTION

Nil.

6. CORRESPONDENCE

Nil.

7. BRIEFINGS

Nil.

8. EARTHQUAKE DESIGN AND CAPABILITY

Nil.

PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD

9. CONFIRMATION OF MINUTES – 3 JULY 2012

The Board **resolved** that the minutes of the Board's ordinary meeting of 3 July be confirmed.

10. ADJOURNMENT OF MEETING

The board **resolved** to adjourn the meeting at 8.32am.

The meeting resumed at 9.05am.

11. TWIGGER STREET - PROPOSED NO STOPPING RESTRICTION

The Board considered a report seeking its approval that the stopping of vehicles be prohibited at any time outside number 12 Twigger Street.

The Board **resolved** that the stopping of vehicles be prohibited at any time on the south west side of Twigger Street commencing at a point 85 metres north west of its intersection with Lincoln Road and extending in a north westerly direction for a distance of eight metres.

12. SOMERFIELD SCHOOL – PROPOSED P3 PARKING RESTRICTION

The Board considered a report seeking its approval that a P3 Parking Restriction be installed on the northwest side of Somerfield Street.

The Board **resolved** that the parking of vehicles be restricted to a maximum period of three minutes on the north-western side of Somerfield Street commencing at a point 62 metres south-west of its intersection with Studholme Street and extending in a south-westerly direction for a distance of 20 metres. This restriction is to apply from 8.15am to 9.15am and 2.30pm to 3.30pm, school days only.

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Spreydon/Heathcote Community Board 20. 7. 2012**13. PROPOSED WATER SUPPLY RESERVOIRS AND ASSOCIATED INFRASTRUCTURE EASEMENTS – ELIZABETH PARK**

The Board considered a report seeking its approval that under its delegated authority from the Council, the granting of easements over parts of Elizabeth Park under section 48(1) of the Reserves Act 1977 (“Act”).

The Board **resolved**, under delegated authority from the Council, to approve the granting of the proposed easements to the Christchurch City Council under section 48(1)(b) of the Reserves Act 1977 (“Act”) for a formed access route (of approximately 1,000 square metres in area) and section 48(1)(f) of the Act for the fresh water supply infrastructure (of approximately 1,758 square metres in area) over approximately 2,758 square metres of Part Lot 1 DP 11796 and Rural Section 37957, comprising part of Elizabeth Park, a recreation reserve of approximately 16.8 hectares contained in certificate of title CB592/31 vested in the Christchurch City Council subject to the Act, in which is contained existing and proposed reservoirs, associated above and below ground utilities, existing underground water pipe lines and the proposed formed access route, as shown in the plans in **Attachments 2, 3 and 4**, in the report, subject to the following conditions:

- (a) The consent of the Minister of Conservation being obtained.
- (b) The easement terms being negotiated by the Corporate Support Manager or his nominee.
- (c) The easement construction area being maintained by the contractors in a safe and tidy condition at all times.
- (d) The easements being registered on the title for Elizabeth Park.
- (e) The contract that is drawn up to undertake the work is to include a minimum of a \$2,000 bond payable to the Council before work is commenced on the site.
- (f) The contractor to meet the Port Hills Area Head Ranger, Victoria Park, to sign a temporary access licence before any construction work commences on the site.
- (g) The bond, less any expenses incurred by the Council including reinstatement of Elizabeth Park, to be refunded to the payee upon completion of the development to a standard acceptable to the Transport and Greenspace Manager’s nominee, the Port Hills Area Head Ranger, Victoria Park.

14. SPREYDON/HEATHCOTE COMMUNITY BOARD STRENGTHENING COMMUNITIES FUNDING 2012/13 ALLOCATIONS

The Board was presented with a report regarding the allocation of its Strengthening Communities Funding for 2012/13.

The Board **resolved** to approve the allocations for its 2012/13 Strengthening Communities Funding as follows:

Priority One Grants

No.	Group	Project	Board Decision
1.	Addington Community House Incorporated (Manuka Cottage)	Manuka Cottage	That the Spreydon/Heathcote Community Board make a grant of \$15,200 to the Addington Community House Incorporated towards the rent costs of the Manuka Cottage.

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Spreydon/Heathcote Community Board 20. 7. 2012

14 Cont'd

Priority One Grants

No.	Group	Project	Board Decision
2.	Church Army NZ Canterbury Kids Coach	Rowley Community Work with Families	That the Spreydon/Heathcote Community Board make a grant of \$16,000 to the Church Army NZ Canterbury Kids Coach towards wage costs of the Rowley Community Work with Families project.
3.	Family and Community Division (Anglican Care)	Family Community Development Worker Addington	That the Spreydon/Heathcote Community Board make a grant of \$36,000 to The Family and Community Division of Anglican Care towards wages costs of the Family Community Development project.
4.	Family and Community Division (Anglican Care)	Family Community Development Worker Sydenham	That the Spreydon/Heathcote Community Board make a grant of \$30,000 to the Family and Community Division Anglican Care towards wage costs of the Family and Community Development Worker Sydenham project.
5.	Family and Community Division (Anglican Care)	Community Development Worker Addington	That the Spreydon/Heathcote Community Board make a grant of \$30,000 to the Family and Community Division of Anglican Care for the Addington Community Development Worker position.
6.	Pioneer Basketball Club	Player and Coach Development	That the Spreydon/Heathcote Community Board make a grant of \$7,800 to Pioneer Basketball Club towards Player and Coach development.
7.	Project Esther Trust	Single Mums Support	That the Spreydon/Heathcote Community Board make a grant of \$20,000 to the Project Esther Trust towards costs of the Single Mums Support project.
8.	Spreydon/Heathcote Community Board	Neighbourhood Week	That the Spreydon/Heathcote Community Board make a grant of \$4,000 towards Neighbourhood Week.
9.	Addington.net	Addington.net	That the Spreydon/Heathcote Community Board make a grant of \$31,718 to Addington.net Inc towards the affordable computer use and community services project.

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14 Cont'd

Priority Two Grants

No.	Group	Project	Board Decision
10.	Christchurch South Community Gardens Trust	Christchurch South Community Gardens	That the Spreydon/Heathcote Community Board make a grant of \$20,000 to the Christchurch South Community Gardens Trust towards wages and administration costs of the Christchurch South Community Gardens Trust.
11.	Project Esther Trust	Music and Movement programme	That the Spreydon/Heathcote Community Board make a grant of \$2,200 to Project Esther Trust towards the Music and Movement Programme.
12.	SHARP Trust	Rowleyz SHARP	That the Spreydon/Heathcote Community Board make a grant of \$6,000 to the SHARP Trust towards the Rowleyz SHARP programme.
13.	Spreydon/Heathcote Community Board	Spreydon/ Heathcote Community Events	That the Spreydon/Heathcote Community Board make a grant of \$14,000 to the Board's Spreydon/Heathcote Community Events towards Hoon Hay Fiesta, Heathcote River Day and a Waltham Event.
14.	Spreydon/Heathcote Community Board	Community Service Awards	That the Spreydon/Heathcote Community Board make a grant of \$3,000 towards the Board's Community Service Awards.
15.	Spreydon/Heathcote Community Board	Community Pride Garden Awards	That the Spreydon/Heathcote Community Board make a grant of \$3,000 towards the Community Pride Garden Awards.

Priority Three Grants

No.	Group	Project	Board Decision
16.	Spreydon/Heathcote Community Board	Communication with the Community	That the Spreydon/Heathcote Community Board refer the application from the Board for the Communicating with the Community project to the Discretionary Response Fund.
17.	Spreydon/Heathcote Community Board	Youth Achievement Fund	That the Spreydon/Heathcote Community Board refer the application from the Board for a Youth Achievement Scheme Fund to the Discretionary Response Fund.
18.	The Salvation Army New Zealand Group	Community Ministries Manager	That the Spreydon/Heathcote Community Board decline the application from the Salvation Army New Zealand Group for the Sydenham Community Ministries Manager project.

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Spreydon/Heathcote Community Board 20. 7. 2012

14 Cont'd

Priority Four Grants

No.	Group	Project	Board Decision
19.	Te Waka Huruhurumanu ki Otautahi Early Learning Centre	Lease for the Centre	That the Spreydon/Heathcote Community Board decline the application from Te Waka Huruhurumanu ki Otautahi Early Learning Centre for their lease payment project.

The Board **resolved** that \$30,000 from the held over Discretionary Response Fund be reserved for earthquake related community facilities and projects.

15. COMMUNITY BOARD ADVISER'S UPDATE CONT'D

SUBMISSION ON PROPOSED BROTHELS (LOCATION AND COMMERCIAL SEXUAL SERVICES SIGNAGE) BYLAW 2012

The Board considered its submission on the Proposed Brothels (Location and Commercial Sexual Services Signage) Bylaw 2012.

The Board **decided** to adopt the submission to the proposed Brothels (Location and Commercial Sexual Services Signage) Bylaw 2012.

Karolin Potter wished her vote against the submission to be recorded.

Barry Corbett withdrew from this item and took no part in the discussion and voting thereon.

The meeting concluded at 10.10am.

CONFIRMED THIS 7TH DAY OF AUGUST 2012

**PHIL CLEARWATER
CHAIRPERSON**

13. 9. 2012

**SPREYDON/HEATHCOTE COMMUNITY BOARD
7.8.2012**

**Report of a meeting of the Spreydon/Heathcote Community Board
held on Tuesday 7 August 2012 at 5pm held at Rowley Resource Centre,
59 Rowley Avenue, Hillmorton**

PRESENT: Phil Clearwater (Chairperson), Barry Corbett, Paul McMahon,
Helene Mautner, Karolin Potter and Tim Scandrett.

APOLOGIES: Apologies for absence were received and accepted from Sue Wells.

The Board reports that:

PART B - REPORTS FOR INFORMATION

1. BOARD ADVISER'S UPDATE

ADDINGTON COMMUNITY HOUSE INCORPORATED – MANUKA COTTAGE

At its meeting on 7 August 2012 the Spreydon/Heathcote Community Board considered the matter of a replacement building for the operation of Manuka Cottage.

The Board **decided** to:

- (a) Support the application by Addington Community House Incorporated to the Canterbury Community Trust for a loan to purchase a new property for Manuka Cottage.
- (b) Support Addington Community House Incorporated in purchasing a property for Manuka Cottage.
- (c) Grant \$40,000 from the Spreydon Heathcote Discretionary Response Fund 2012/2013 to Addington Community House Incorporated to assist with the purchase.
- (d) Negotiate with the Council on any remainder of the funds necessary to purchase a suitable property.

Further the Board **decided to** request the Council

- (e) to guarantee a loan from the Canterbury Community Trust to the Addington Community House Inc for the purchase of an alternative property for Manuka Cottage
- (f) Alternatively allocate \$300,000 towards the purchase of a property for Addington Community House Inc for Manuka Cottage.

Staff are working with the Community Board and the Addington Community House Trust to develop a solution and will report back to the Community, Recreation and Culture Committee in due course.

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2. DEPUTATIONS BY APPOINTMENT

2.1 BUS ROUTE 22

Winifred Rae, Helen Flis, Denis O'Connor, Noeleen Jeffery and Robyn Sinclair spoke to the Board regarding the need to maintain the route of Bus 22. The current route stops at useful locations such as Christchurch Hospital, other central city locations and provides a direct one bus route through to the Northlands Mall and onto Redwood. The route passes a number of social housing properties and provides them with a direct route especially to the central city destinations. Residents expressed concern that changing the route would harshly affect the mobility of vulnerable residents in the ward area.

3. COMMUNITY BOARD ADVISER'S UPDATE CONTINUED

Mention was made of the following matters:

- Opawa/St Martins Plunket Toy Library
The Opawa/St Martins Toy Library have been advised that their current premises are to close due to the Detailed Engineering Estimate being under 34% of the new building code.
- St Martins Library
St Martins Library have been offered a 12 month lease for new premises located at the New World Supermarket by Foodstuffs

The Board **decided** to write a letter of acknowledgement to Foodstuffs thanking them for their generosity.

- Beckenham Bowling Club - Clause 11 (Part C) of these minutes records a decision in relation this matter.
- Addington Community House Incorporated – Manuka Cottage
Clause 1 (Part A) of these minutes records a decision in relation this matter.

4. PETITIONS

Nil.

5. NOTICES OF MOTION

Nil.

6. CORRESPONDENCE

- 6.1 Correspondence from resident Paul Dyer regarding safety of the pedestrian crossing at Milton and Strickland Streets was tabled at the meeting.

7. BRIEFINGS

Edward Wright, Operations Planner Passenger Services (Environment Canterbury) briefed the Board on bus consultation.

The Board **decided** to provide information to ECan opposing the new Hub and Spokes Bus routes

8. EARTHQUAKE DESIGN AND CAPABILITY

Nil.

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9. ELECTED MEMBERS' INFORMATION EXCHANGE

Nil.

10. MEMBERS' QUESTIONS UNDER STANDING ORDERS

Nil.

PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD

11. COMMUNITY BOARD ADVISER'S UPDATE CONTINUED

BECKENHAM BOWLING CLUB FUNDING APPLICATION

The Board considered a memorandum providing further information as requested following an application for funding by the Beckenham Bowling Club at its 20 December 2011 meeting. The memorandum provided further information regarding quotes for the cost of Honour Boards. The Board considered it was fully informed regarding the application.

The Board **resolved** to allocate \$1,100 from the Discretionary Response Fund 2012/13 to the Beckenham Bowling Club towards a new Honours Board system.

12. CONFIRMATION OF MINUTES – 20 JULY 2012

The Board **resolved** that the minutes of the Board's ordinary meeting of 20 July be confirmed.

13. BIRMINGHAM DRIVE – PROPOSED P5 PARKING RESTRICTION

The Board considered a report seeking its approval to install a five minute parking restriction outside Unit 1, 2 Birmingham Drive.

The Board **resolved** that the parking of vehicles be restricted to a maximum period of five minutes on the northern side of Birmingham Drive, commencing at a point 48 metres west of its intersection with Vanadium Place and extending in a westerly direction for a distance of 16 metres.

14. SELWYN STREET PROPOSED P5 PARKING RESTRICTION

The Board considered a report seeking its approval that parking be restricted to a maximum period of 30 minutes outside number 409 Selwyn Street.

STAFF RECOMMENDATION

It is recommended that the Board approve that the parking of vehicles be restricted to a maximum period of 30 minutes on the western side of Selwyn Street commencing at a point 28 metres south of its intersection with Harman Street and extending south for a distance of 18 metres.

BOARD CONSIDERATION

The Board **resolved** that the 30 minute parking commence 18 metres from Harman Street for a distance of 28m metres or for a distance that would allow for five 30 minute car parks rather than the three proposed in the officers report.

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Spreydon/Heathcote Community Board 7. 8. 2012

15. SPREYDON/HEATHCOTE COMMUNITY BOARD – REVISED SCHEDULE OF MEETINGS FOR AUGUST, SEPTEMBER, NOVEMBER AND DECEMBER 2012

The Board considered the revised schedule of ordinary meetings for the months of August, September, November and December 2012 from the closure of the Beckenham Service Centre.

The Spreydon/Heathcote Community Board **resolved** to revoke its 16 December 2011 decision regarding its August, September, October and December 2012 meeting schedule and adopt a schedule of ordinary meetings for the remainder of 2012 as detailed below:

BOARD MEETINGS:

Friday 17 August 8am

Monday 3 September 5pm

Friday 21 September 8am

Friday 19 October 8am

Monday 5 November 5pm

Friday 23 November 8am

Friday 14 December 8am

(All Board meetings will be held in the Boardroom, Pioneer Stadium, 75 Lyttelton Street).

Further, that the October 1 2012 meeting date be allocated to an alternative date to be advised.

SMALL GRANTS FUND ASSESSMENT COMMITTEE

Allocation meeting – Monday 13 August 2012 at 5pm, Beckenham Bowling Club, 63 Waimea Terrace

16. APPLICATION TO SPREYDON/HEATHCOTE COMMUNITY BOARD 2012/13 DISCRETIONARY RESPONSE FUND

The Spreydon/Heathcote Community Board considered two applications for funding from its 2012/13 Discretionary Response Fund from:

- a) Project Esther Trust for the Family Violence Research project for the amount of \$6,600.
- b) Church Army NZ Canterbury Kids Coach for the Rowley Children Resources project for the amount of \$2,000.

The Spreydon/Heathcote Community Board **resolved** to:

- (a) **Approve** a grant of \$2,000 from its 2012/13 Discretionary Response Fund to Church Army NZ Canterbury Kids Coach for the Rowley Children Resources towards costs of the Rowley Children Resources Project.
- (b) **Decline** the application from Project Esther Trust for the Family Violence Research.

13. 9. 2012

Spreydon/Heathcote Community Board 7. 8. 2012

17. SPREYDON/HEATHCOTE 2012/13 YOUTH ACHIEVEMENT FUNDING APPLICATION – AMELIA MABIN

The Board considered an application for funding assistance from the Spreydon/Heathcote 2012/13 Youth Achievement Scheme fund.

The Spreydon/Heathcote Community Board **approved** the application to allocate Amelia Mabin \$350 from the 2012/13 Youth Achievement Scheme fund to represent Girl Guiding New Zealand at the 'fanTAStic' jamboree in Tasmania Australia, from 6 to 12 January 2013.

The meeting concluded at 6.30pm.

CONFIRMED THIS 17TH DAY OF AUGUST 2012

**PHIL CLEARWATER
CHAIRPERSON**

13. 9. 2012

**SPREYDON/HEATHCOTE COMMUNITY BOARD
17. 8. 2012**

**Report of a meeting of the Spreydon/Heathcote Community Board
held on 17 August 2012 at 8.00am in the Board Room,
Pioneer Stadium, 75 Lyttelton Street**

PRESENT: Phil Clearwater (Chairperson), Barry Corbett, Paul McMahon,
Helene Mautner, Karolin Potter, Tim Scandrett and Sue Wells.

APOLOGIES: An apology for lateness was received and accepted from
Paul McMahon who arrived at 8.07am and was absent for
clause 10.

The Board reports that:

PART B - REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

Nil.

2. PETITIONS

Nil.

3. NOTICES OF MOTION

Nil.

4. CORRESPONDENCE

6.1 MEMO REQUESTING MORE INFORMATION ON THE INSTALLATION OF A BASKETBALL HOOP

A memo from Grant MacLeod (Strengthening Communities Team Leader) requesting more information on the installation of a basketball hoop was **received** by the Board.

6.2 LETTER TO ENVIRONMENT CANTERBURY

A letter to Environment Canterbury from the Spreydon/Heathcote Community Board expressing the Board's opposition to the proposed Spoke and Hub bus system was tabled at the meeting.

5. BRIEFINGS

Nil.

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Spreydon/Heathcote Community Board 17. 8. 2012

6. EARTHQUAKE RECOVERY DESIGN AND CAPABILITY

Nil.

7. COMMUNITY BOARD ADVISER'S UPDATE

- Addington Action
- Manuka Cottage – regarding locating a new property
- Vernon Terrace Residents Springs matters.

8. ELECTED MEMBERS' INFORMATION EXCHANGE

Nil.

9. MEMBERS' QUESTIONS UNDER STANDING ORDERS

Nil.

PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD

10. CONFIRMATION OF MINUTES – 7 AUGUST 2012

The Board **resolved** that the minutes of the Board's ordinary meeting of 7 August 2012 be confirmed.

11. ADJOURNMENT OF MEETING

The board **resolved** to adjourn the meeting at 8.02am.

The meeting resumed at 9.04am.

12. APPLICATION TO THE SPREYDON/HEATHCOTE COMMUNITY BOARD'S YOUTH DEVELOPMENT SCHEME – VILLA MARIA COLLEGE CON BRIO CHORALE

The Board considered a report seeking its approval for an application for funding from the Spreydon/Heathcote 2012/13 Youth Achievement Scheme.

The Board **resolved** to make a grant of \$600 from its 2012/13 Youth Achievement Scheme to Villa Maria College as a contribution towards the costs of the students from the Spreydon/Heathcote ward to participate in the National Big Sing competition finals in Wellington in August 2012.

13. SPREYDON/HEATHCOTE 2012/13 YOUTH ACHIEVEMENT FUNDING APPLICATION – KRISTIE WOODYEAR-SMITH

The Board considered a report seeking its approval for an application for funding assistance from the Spreydon/Heathcote 2012/13 Youth Achievement Scheme fund.

The Board **resolved** to allocate Krystie Woodyear-Smith \$250 from the 2012/13 Youth Achievement Scheme fund to represent Canterbury Women's Ice Hockey at the national championships in Auckland from 30 August to 2 September 2012.

13. 9. 2012

Spreydon/Heathcote Community Board 17. 8. 2012

The meeting concluded at 10.24am.

CONFIRMED THIS 3RD DAY OF SEPTEMBER 2012

**PHIL CLEARWATER
CHAIRPERSON**

13. 9. 2012

**AKAROA/WAIREWA COMMUNITY BOARD
18 JULY 2012**

**Report of a meeting of the Akaroa/Wairewa Community Board
held on Wednesday 18 July 2012 at 9.33am in the
Akaroa Sports Complex, 28 Rue Jolie, Akaroa**

PRESENT: Pam Richardson (Chairman), Lyndon Graham, Leigh Hickey, Stewart Miller, Bryan Morgan and Claudia Reid.

APOLOGIES: An apology for lateness was received and accepted from Claudia Reid who was not in attendance for Clauses 1.1 and 11.

The Board reports that:

PART B – REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

1.1 JANE CHETWYND

Jane Chetwynd addressed the Board on the following matters:

- Ngaio trees that had been removed opposite the Boat Club on Beach Road, Akaroa
- the need for signage on the Rue Viard/Rue Lavaud intersection to indicate the Pompallier House rest home
- “No Exit” sign required on Beach Road just past Akaroa Lighthouse.

The Board **decided** to ask staff for information on why the Ngaio trees had been removed on Beach Road and if this had been carried out by the Council or by a member of the public.

The Board **decided** to ask staff to investigate and advise on the possibility of a “Rest Home” sign being erected on the street pole at the corner of Rue Viard and Rue Lavaud indicating the location of Pompallier House, and whether a “No Exit” sign could be erected in the vicinity of the Akaroa Lighthouse on Beach Road.

1.2 SUKY THOMPSON AND HOLLIE HOLLANDER

Suky Thompson and Hollie Hollander addressed the Board regarding Akaroa walkways. The Board was informed that Akaroa District Promotions marketed the walkways in Akaroa, however many of them currently required maintenance. Marketing of the walkways through the Visitor Centre included individual walking maps, a detailed display map, posters and brochures, and staff found it embarrassing when these walkways were in such poor condition.

Ms Thompson’s observation was that the condition of the tracks is continually deteriorating and she requested that the following maintenance be actioned prior to the 2012/13 summer cruise ship season:

- track upgrade in the Garden of Tane on a short section of the “Graves of the Garden route” (drainage, gravel, steps)
- restore directional signage in Stanley Park for users walking the “Explore Akaroa’s Bush Backdrop” route
- some minimal track formation and access improvements to Stanley Park.

The Board was also asked to support the inclusion of funding for the following, in the Long Term Plan:

- to secure the long term future of the sections of walks that cross private land
- to form tracks through Stanley Park
- to restore the track on L’Aube Hill removed through logging
- to create a viewing point at the top of L’Aube Hill
- to recognise and fund a higher level of maintenance for the tracks that are promoted by Akaroa District Promotions and the Akaroa Visitor Centre, including twice yearly track inspections of these routes
- to work with the community to develop and improve the walking resource to match the standards found in other destinations.

13. 9. 2012

Akaroa/Wairewa Community Board 18. 7. 2012**1 Cont'd**

The Board **decided** to ask staff:

- (a) To liaise with Akaroa District Promotions to ascertain which Akaroa walkways are being promoted and to establish whether it is possible to bring them up to an acceptable standard under current maintenance contracts.
- (b) To inform the Board as to the current status of the Stanley Park Draft Reserve Management Plan.

The Board indicated its support for some work around protection of walks through private land either through easements or land purchase, and **decided** to ask staff to investigate the process and likely cost of obtaining legal protection for these sections of walks.

1.3 HOLLIE HOLLANDER

Hollie Hollander addressed the Board to request an extension to the present skatepark in Akaroa by turning the BMX track into a skate bowl. She explained that this proposal had come through an initiative from the youth of Akaroa who used the skatepark. She tabled a proposed plan which she noted would involve the removal of some trees along the Playcentre boundary.

Ms Hollander said she believed the BMX track was seldom used and a bowl would provide a more versatile facility that could cater for bikers, people with scooters, roller-bladers and skateboarders. She requested that the Board consider this project when submitting on the Long Term Plan, but said that the community could help to fundraise if the proposal went ahead.

The Board told Ms Hollander that it would be important to gauge community support for any proposal to change the current facilities, and there would need to be consultation with the wider community.

The Board **decided** to ask staff for information on what steps would be required to extend the skatepark in Akaroa, using the land currently occupied by the BMX track.

2. PRESENTATION OF PETITIONS

Nil.

3. NOTICES OF MOTION

Nil.

4. CORRESPONDENCE

Nil.

5. RESERVE MANAGEMENT COMMITTEES**5.1 OKAINS BAY RESERVE MANAGEMENT COMMITTEE**

The Board **decided** to ask staff to investigate whether there was a computer programme that could assist the Okains Bay Reserve Management Committee, and other Committees, in the reconciliation of their accounts.

The Board **received** the minutes of the following Reserve Management Committee meetings:

- Okains Bay Reserve Management Committee – 10 April 2012
- Duvauchelle Reserve Management Committee – 14 May 2012
- Duvauchelle Reserve Management Committee – 11 June 2012
- Pigeon Bay Reserve Management Committee – 17 June 2012

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Akaroa/Wairewa Community Board 18. 7. 2012**6. AKAROA MUSEUM ADVISORY COMMITTEE – 25 JUNE 2012**

The Board **received** the minutes of the Akaroa Museum Advisory Committee meeting held on Monday 25 June 2012.

The Board **decided** to ask staff to provide advice on maintenance/restoration work for the inscription on the Britomart Memorial, after it was reported to the Museum Committee that it was becoming illegible.

7. BRIEFINGS**7.1 AKAROA MUSEUM DIRECTOR**

The Akaroa Museum Director briefed the Board on the recent closure of the Museum following its Detailed Engineering Evaluation (DEE) and explained proposed activities and plans for the period that the Museum would be closed.

Board members were concerned at the number of public facilities in Akaroa that were now closed, particularly in light of the commitment made by the town to host the large number of visitors from the re-routed cruise ships.

The Board **decided** to ask staff to urgently advise the Board on a facilities repair plan in a timely manner for the summer cruise season in Akaroa

7.2 AKAROA CRUISE SHIP SEASON

Caroline Blanchfield (Christchurch and Canterbury Tourism) and John Revell (Contracts Manager Urban Parks) updated the Board on planning for the upcoming cruise ship season.

8. COMMUNITY BOARD ADVISERS' UPDATE

The Board received information from the Community Board Adviser on various matters.

- Akaroa Area School

The Board was informed that Akaroa Area School had been unsuccessful in obtaining funds from Sport Canterbury for the proposed Sports Programme for Banks Peninsula, however it was looking at other funding avenues.

The Board **decided** to ask that staff pursue its request that advice be sought from 3 Field Troop Royal New Zealand Engineers (RNZE), on the installation of outdoor fitness equipment as proposed by the school.

9. ELECTED MEMBERS' INFORMATION EXCHANGE

Board members reported on their recent attendances at community meetings.

Specific mention was made of the following matters:

- The Board **decided** to ask staff to write to New Zealand Transport Agency (NZTA) requesting that the footpath at Duvauchelle, from the quarry and around the cliff face, be inspected with a view to upgrading it, and that in the interim it be properly maintained.
- The Board **decided** to ask staff to supply it with a copy of the Levels of Service, as contained in Council's maintenance contracts, for walkways and walking tracks, and to inform the Board whether rubbish should regularly be picked up from walkways, after it was reported that there was a pile of unsightly rubbish at the western end of the Childrens Bay track.

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Akaroa/Wairewa Community Board 18. 7. 2012

10. QUESTIONS UNDER STANDING ORDERS

Nil.

PART C – DELEGATED DECISIONS

11. CONFIRMATION OF MINUTES

Ordinary Meeting – 20 June 2012

The Board **resolved** that the minutes of the its ordinary meeting held on Wednesday 20 June 2012 be confirmed.

12. APPLICATION TO AKAROA/WAIREWA COMMUNITY BOARD 2011/12 DISCRETIONARY RESPONSE FUND – AKAROA/WAIREWA COMMUNITY BOARD

The Board considered a report seeking approval of funding for several projects from the Board's 2011/12 Discretionary Response Fund.

The Board **resolved** to approve grants from its 2011/12 Discretionary Response Fund, as follows:

Group	Purpose	Amount
Banks Peninsula RSA	To cover the cost of the Piper at the 2012 ANZAC Day service.	\$150.00
Akaroa Wairewa Community Health Committee	Administration and Advertising.	\$500.00
Akaroa District Promotions	Restore and Rebuild Conference – representative attendance.	\$200.00
Little River Wairewa Community Trust	Restore and Rebuild Conference – representatives (2) attendance.	\$370.00
Pawsons Valley Stream Group	For weed control and protective gloves while developing Pawsons Valley Stream riparian margins.	\$500.00
Little River Wairewa Community Trust	Friday 13 th "Zombie Party" for children in Little River	\$100.00
Akaroa/Wairewa Community Board	Christmas Lights/decorations for Akaroa and Little River Towns.	\$424.06
	TOTAL	\$2,244.06

13. APPLICATION TO AKAROA/WAIREWA COMMUNITY BOARD 2012/13 DISCRETIONARY RESPONSE FUND – OKAINS BAY MAORI AND COLONIAL MUSEUM

The Board considered a report seeking approval of funding from its 2012/13 Discretionary Response fund for the Okains Bay Māori and Colonial Museum.

Board Chairman Pam Richardson declared a pecuniary interest in this matter and took no part in the discussion or voting.

The Board **resolved** to approve a grant of \$600 from its 2012/13 Discretionary Response Fund to the Okains Bay Māori and Colonial Museum for Māori costumes for Okains Bay School children.

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Akaroa/Wairewa Community Board 18. 7. 2012

14. AKAROAWAIREWA COMMUNITY BOARD STRENGTHENING COMMUNITIES FUNDING 2012/13 ALLOCATIONS

The Board considered a report to allocate the Akaroa/Wairewa Strengthening Communities Fund for 2012/13.

No.	Organisation	Project	Board Decision
1.	Akaroa Resource Collective Trust	Contribution towards providing counselling service, mentoring support and educational workshops for young people and their families.	The Board resolved to make a grant of \$5,000 to the Akaroa Resource Collective Trust towards the costs of the Youth Development Project.
2.	Akaroa/Wairewa Community Board	Contribution towards the "All Aboard" Community Board Newsletter.	The Board resolved to make a grant of \$1,500 towards the Akaroa/Wairewa Community Board's "All Aboard" newsletter and other communications medium.
3.	Akaroa/Wairewa Community Board	Neighbourhood Week.	The Board resolved to make a grant of \$2,000 to the Akaroa/Wairewa Community Board towards Neighbourhood Week.
4.	Akaroa/Wairewa Community Board	For the Community Board to host ANZAC Day citizens ceremonies in Akaroa and Little River.	The Board resolved to make a grant of \$1,600 towards the Akaroa/Wairewa Community Board hosting ANZAC Day Services.
5.	Akaroa District Promotions Incorporated	Contribution towards the 2012/13 events programme and acknowledgement of the volunteer "Ambassadors".	The Board resolved to make a grant of \$7,000 to Akaroa District Promotions towards the ADP Events Programme and volunteer recognition.
6.	Little River Craft Station Incorporated	"New Beginnings" programmes including art and craft workshops.	The Board resolved to make a grant of \$3,500 to the Little River Craft Station Incorporated towards the "New Beginnings" projects.
7.	The Little River Wairewa Community Trust	To expand community development work in the Little River and Birdlings Flat catchment area and facilitate local projects.	The Board resolved to make a grant of \$9,265 to the Little River Wairewa Community Trust towards the Trust's 2012/13 projects.
8.	Akaroa/Wairewa Community Board	To include Akaroa and Little River events in the 2012/13 Summertimes publication.	The Board resolved to decline the application from the Akaroa/Wairewa Community Board towards an advertisement in the 2012/13 Summertimes brochure.

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Akaroa/Wairewa Community Board 18. 7. 2012

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No.	Organisation	Project	Board Decision
9.	Duvauchelle Agricultural and Pastoral Association Incorporated	Contribution towards the Duvauchelle A&P Show in 2013 and the 2014 centenary show.	The Board resolved to decline the application of the Duvauchelle Agricultural and Pastoral Association towards the running of the 2013 and 2014 Shows.

The meeting concluded at 1.22pm.

CONFIRMED THIS 15TH DAY OF AUGUST 2012

**PAM RICHARDSON
CHAIRMAN**

13. 9. 2012

**BURWOOD/PEGASUS COMMUNITY BOARD
30 JULY 2012**

**Report of a meeting of the Burwood/Pegasus Community Board
held on Monday 30 July 2012 at 4pm in the Board Room
Corner Beresford and Union Streets, New Brighton.**

PRESENT: Tim Baker (Chairperson), David East, Julie Gorman and Tim Sintes.

APOLOGIES: Apologies for absence were received and accepted from Peter Beck, Glenn Livingstone and Linda Stewart.

The Board reports that:

PART B - REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

1.1 LEO BYATT

Mr Leo Byatt, supported by Mr Gareth Bradshaw from the New Zealand Motorhome and Caravan Association, and Mr James Vivian-Neal from Civil Defence, addressed the Board regarding a proposal for the provision of public dump station facilities in Christchurch for the disposal of wastewater from motor homes and caravans.

Members indicated their general support for a public dump station facility being provided in the Burwood/Pegasus ward and noted the preference mentioned for a facility in the Beresford Street area of New Brighton.

Following questions from members, the Chairperson thanked the presenters for their submission.

The Board **received** the information from Mr Byatt and others and **decided** to refer the proposal for public dump stations to staff for consideration and response to Mr Byatt and the Board, with it being noted that the Board signals its support in principle to the proposal.

2. PRESENTATION OF PETITIONS

Nil.

3. NOTICES OF MOTION

Nil.

4. CORRESPONDENCE

Nil.

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Burwood/Pegasus Community Board 30. 7. 2012**5. BRIEFINGS****5.1 ARANUI LIBRARY - UPDATE**

Erica Rankin, Communities Library Manager, and Sally Thompson, Places and Spaces Manager, updated the Board on progress regarding the new Aranui Library.

After questions from members, the Chairperson thanked the staff for the update.

6. COMMUNITY BOARD ADVISER'S UPDATE

The Board **received** information on the following:

- upcoming Board activities including the Submissions Committee meeting on 2 August 2012, the Board Briefing with CERA regarding TC3 land on 2 August 2012, the Board meeting on 13 August 2012 and the Burwood/Pegasus Small Grants Fund Assessment Committee meeting on 23 August 2012
- upcoming community activities including the Older Generations Forum on 3 August 2012, the New Brighton Project Annual General Meeting on 26 August 2012 and the Burwood/Pegasus Networking Forum on 31 August 2012
- Queen Elizabeth II Park – Land Status

The Board **received** information from staff in relation to the land status of Queen Elizabeth II Park as requested by the Board on 18 June 2012

- Burwood/Pegasus Local Earthquake Recovery Co-ordination – Update.

7. QUESTIONS UNDER STANDING ORDERS

Nil.

PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD**8. CONFIRMATION OF MEETING MINUTES – 16 JULY 2012**

The Board **resolved** that the minutes of its ordinary meeting of 16 July 2012, be confirmed.

9. BURWOOD/PEGASUS COMMUNITY BOARD YOUTH DEVELOPMENT FUND – APPLICATION TO ESTABLISH THE FUND FOR 2012/13

The Board considered a report seeking funding from its Discretionary Response Fund for the purpose of establishing the 2012/13 Youth Development Fund and to confirm the criteria for the fund.

The Board **resolved** to:

- (a) Approve the transfer of \$5,000 from the Burwood/Pegasus Community Board's 2012/13 Discretionary Response Fund to establish the Burwood/ Pegasus Youth Development Fund 2012/13.
- (b) Reconfirm the criteria presented for the Youth Development Fund.

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10. BURWOOD/PEGASUS YOUTH DEVELOPMENT FUNDING SCHEME – APPLICATIONS – MCCORMICK HOHEPA, TYLER RINI, TYSON FAULKNER, JENNY-ROSE BAILEY

The Board considered a report seeking funding assistance from its 2012/13 Youth Development funding Scheme for four applicants.

The Board **resolved** to:

- (a) Approve a grant of \$400 from the 2012/13 Youth Development Fund to McCormick Hohepa to compete at the Gold Coast Regional Swimming Championships as part of the AquaGym Swim Club team from 8 to 16 July 2012.
- (b) Approve a grant of \$400 from the 2012/13 Youth Development Fund to Tyler Rini to attend the Kanga Cup, the largest International Youth Football Tournament in the Southern Hemisphere to be held in Canberra, Australia from 8 to 13 July 2012.
- (c) Approve a grant of \$400 from the 2012/13 Youth Development Fund to Tyson Faulkner to attend the World Dragon Boating 'Sharion' Championships to be held in Hong Kong from 4 to 8 July 2012.
- (d) Approve a grant of \$350 from the 2012/13 Youth Development Fund to Jenny-Rose Bailey to attend the World Dragon Boating 'Sharion' Championships to be held in Hong Kong from 4 to 8 July 2012.

11. BURWOOD/PEGASUS COMMUNITY BOARD SMALL GRANTS FUND ASSESSMENT COMMITTEE 2012/13 – COMMUNITY REPRESENTATIVE SECTION 7(2)(a)

The Board considered a report regarding a nomination received for the appointment of a community representative to the Burwood/Pegasus Small Grants Fund Assessment Committee for the 2012/13 and 2013/14 rounds.

At its meeting on 18 July 2011, the Board requested that staff readvertise nominations for a further three community representatives to the Burwood/Pegasus Small Grants Fund Assessment Committee covering the 2012/13 and 2013/14 funding rounds. Only one nomination was received.

The Board **resolved**:

- (a) To approve the appointment of Jane Clark as a community representative member to the Burwood/Pegasus Small Grants Fund Assessment Committee for the 2012/13 and 2013/14 funding rounds.
- (b) That the decision in (a) above, be released into open meeting.

The meeting concluded at 4.53pm.

CONFIRMED THIS 13TH DAY OF AUGUST 2012

**LINDA STEWART
CHAIRPERSON**

13. 9. 2012

**BURWOOD/PEGASUS COMMUNITY BOARD
13 AUGUST 2012**

**Report of a meeting of the Burwood/Pegasus Community Board
held on Monday 13 August 2012 at 4.03pm in the Board Room
Corner Beresford and Union Streets, New Brighton.**

PRESENT: Linda Stewart (Chairperson), Tim Baker, Peter Beck, David East, Julie Gorman Glenn Livingstone and Tim Sintes.

APOLOGIES: An apology for lateness was received and accepted from David East who arrived at 4.06pm and was absent for Clause 8 and part of Clause 1.1.

The Board reports that:

PART B - REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

1.1 SHONA POWELL

Shona Powell addressed the Board with concerns regarding the timeline for the completion of repairs to the paddling (whale) pool in New Brighton and sought the Board's support in requesting that priority be given to repairing the pool in time for the coming summer.

A Board member indicated that it was understood that Council staff were taking steps to have the pool repaired so that it was available for use in the coming months.

The Chairperson thanked Ms Powell for her deputation and for bringing this matter to the Board.

The Board **decided** to request confirmation from staff on the status and timeframes of the repair work for the paddling pool at New Brighton.

1.2 AVON-OTAKARO NETWORK

Evan Smith, Co Chair of the Avon-Otakaro Network, addressed the Board regarding its proposed Spring River Festival consisting of a number of programmed events on and along the lower Avon River during this coming Labour Weekend.

Board members thanked Mr Smith for his role and work with the Avon-Otakaro Network and indicated their support for the festival initiative and for the programme outlined.

2. PRESENTATION OF PETITIONS

Nil.

3. NOTICES OF MOTION

Nil.

4. CORRESPONDENCE

Nil.

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Burwood/Pegasus Community Board 13. 8. 2012**5. BRIEFINGS**

Nil.

6. COMMUNITY BOARD ADVISER'S UPDATE

The Board **received** information on the following:

- upcoming Board activities including the Combined Community Boards Seminar on 20 August 2012, the Board's Small Grants Fund Assessment Committee meeting on 23 August 2012, the Board meeting and Seminar on 3 September 2012 and the Combined Community Boards Seminar on 10 September 2012
- upcoming community activities including the New Brighton Project Annual General Meeting on 26 August 2012, the Burwood/Pegasus Networking Forum on 31 August 2012 and the series of CERA run community meetings for Green Zone property owners throughout the ward from late August until the end of September 2012
- Board Submissions Committee – Minutes of 26 July 2012
- Board Funds 2012/13 - Update.

7. QUESTIONS UNDER STANDING ORDERS

Nil.

PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD**8. CONFIRMATION OF MEETING MINUTES – 30 JULY 2012**

The Board **resolved** that the minutes of its ordinary meeting of 30 July 2012, both open and public excluded sections, be confirmed.

9. BURWOOD/PEGASUS COMMUNITY BOARD DISCRETIONARY RESPONSE FUND 2012/13 – APPLICATIONS

The Board considered a report seeking funding from its 2012/13 Discretionary Response Fund for three applicants.

At its meeting on 16 July 2012, the Board deferred the applications for funding from BAMBINI Charitable Trust, Renew New Brighton and The Gateway Trust, pending further information being provided by the applicants on their respective projects.

Information from Renew New Brighton and The Gateway Trust was presented informally to Board members on 7 August 2012.

STAFF RECOMMENDATION

That the Board:

- (a) Approve a grant of \$5,000 from its 2012/13 Discretionary Response Fund to BAMBINI Charitable Trust for Breakfast Clubs for Eastern Suburbs Schools towards their breakfast clubs in school projects subject to two Burwood/Pegasus schools confirming they will participate in the project.

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- (b) Approve a grant of \$5,000 from its 2012/13 Discretionary Response Fund to Renew Brighton for the Greater Brighton – Count me in – Community Assets Analysis for Greater Brighton project.
- (c) Approve a grant of \$3,640 from its 2012/13 Discretionary Response Fund to The Gateway Trust for the Jireh Market (weekly event for the family) project.

The Board **resolved**:

- (a) To decline the application for funding from its 2012/13 Discretionary Response Fund from BAMBINI Charitable Trust for Breakfast Clubs for Eastern Suburbs Schools towards their breakfast clubs in school projects.
- (b) To approve a grant of \$7,000 from its 2012/13 Discretionary Response Fund to Renew Brighton – Count me in – Community Assets Analysis for Greater Brighton project.

In approving this funding support, the Board indicated its strong encouragement that the Renew Brighton Trust continue its work beyond just the immediate New Brighton area.

- (c) To defer the application for funding from its 2012/13 Discretionary Response Fund from The Gateway Trust for the Jireh Market (weekly event for the family) project pending further information being provided on their equipment requirements.

The meeting concluded at 5.11pm.

CONFIRMED THIS 3RD DAY OF SEPTEMBER 2012

**LINDA STEWART
CHAIRPERSON**

13. 9. 2012

**FENDALTON/WAIMAIRI COMMUNITY BOARD
30 JULY 2012**

**Report of a meeting of the Fendalton/Waimairi Community Board
held on Monday 30 July 2012 at 4pm
in the Boardroom, Fendalton Service Centre, corner Jeffreys and Clyde Roads.**

PRESENT: Val Carter (Chairperson), Faimeh Burke, Cheryl Colley, David Cartwright and David Halstead.

APOLOGIES: An apology for absence was received and accepted from Sally Buck and Jamie Gough.

An apology for lateness was received and accepted from Faimeh Burke who arrived at 4.05pm and was absent for clauses 1 – 6.

The Board reports that:

PART A – MATTERS REQUIRING A COUNCIL DECISION**1. PAPANUI ROAD RIGHT TURN SIGNAL REQUEST AT BEALEY AVENUE/PAPANUI ROAD/
VICTORIA STREET INTERSECTION**

Please refer to the Board's 14 August report to the Council.

PART B - REPORTS FOR INFORMATION**2. DEPUTATIONS BY APPOINTMENT**

Nil.

3. PRESENTATION OF PETITIONS

Nil.

4. NOTICES OF MOTION

Nil.

5. CORRESPONDENCE

Nil.

13. 9. 2012

Fendalton/Waimairi Community Board 30. 7. 2012

6. BRIEFINGS

6.1 TONY ARMSTRONG – AVONEHEAD PARK GUM TREE REMOVAL

Due to time constraints in the meeting, this briefing was postponed to 14 August 2012.

7. COMMUNITY BOARD ADVISER'S UPDATE

- The Board **received** tabled updated information on its resolutions from previous meetings requiring a staff response.
- The Board **decided** that a site visit to Juniper Close Reserve be made at 9am on Tuesday 14 August 2012 for the purpose of investigating local concern about overhanging pine trees. A report on this matter will be on the Board's 14 August 2012 agenda.
- A consultation leaflet has been circulated to all stakeholders about the Fenhall Street Area Parking Plan. A public drop in session is to be held at Fendalton Service Centre at 4pm on 2 August 2012 as part of the consultation on this issue.
- The proposed work for the Aikmans Road taxi stand/mobile library stop has been forwarded to the contractors and should be installed shortly.
- Options and timeframes on the Harewood/Wooldridge intersection right turn upgrade to be circulated shortly.

8. ELECTED MEMBERS' INFORMATION EXCHANGE

- The Board decided to request staff to arrange a workshop with Environment Canterbury and other stakeholders in regard to public transport options within the "new" city and its surrounds.

PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD

9. CONFIRMATION OF MEETING MINUTES –17 JULY 2012

The Board **resolved** that the minutes of its ordinary meeting of Tuesday 17 July 2012, be confirmed.

10. APPLICATION TO THE BOARD'S YOUTH DEVELOPMENT SCHEME – VILLA MARIA COLLEGE CON BRIO CHORALE

The Board's consideration was sought on an application for funding from its 2012/13 Youth Development Scheme for the Villa Maria College Con Brio Chorale.

The Board **resolved** to allocate \$750 from its 2012/13 Youth Development Scheme to Villa Maria College as a contribution towards the costs of the students from the Fendalton/Waimairi ward to participate in the National Big Sing competition in August 2012.

11. APPLICATION TO THE BOARD'S YOUTH DEVELOPMENT SCHEME – REENA HAMILTON AND DEEN COULSON

The Board's consideration was sought on an application for funding from its 2012/13 Youth Development Scheme for Reena Hamilton and Deen Coulson.

STAFF RECOMMENDATION

It is recommended that the Board make a grant of \$150 each to Rena Hamilton and Deen Coulson towards the cost of attending the Southern Jam Youth Jazz Festival.

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Fendalton/Waimairi Community Board 30. 7. 2012

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BOARD CONSIDERATION

Staff advised that the expected expenses for the trip had been over estimated in the report. Staff recommended a change to the recommended allocation reducing it from \$150 to \$75.

BOARD DECISION

The Board **resolved** to allocate \$75 each to Rena Hamilton and Deen Coulson from its 2012/13 Youth Development Scheme towards the cost of Rena and Deen attending the Southern Jam Youth Jazz Festival.

12. **COMMUNITY BOARD ADVISER'S UPDATE (CONT'D)**

12.1 **SUBMISSION TO THE ENVIRONMENT CANTERBURY'S CHRISTCHURCH NETWORK – PROPOSED NEW SERVICES**

At its 17 July 2012 meeting the Board decided to make a formal submission to the Christchurch Network – Proposed New Services review. A draft submission had been separately circulated to members.

The Board **resolved** to adopt its submission on the Environment Canterbury's Christchurch Network – Proposed New Services review subject to the following changes:

- include that smaller buses be used to increase efficiency
- that the tone of the submission be made firmer.

The meeting concluded at 4.18pm.

CONFIRMED THIS 14TH DAY OF AUGUST 2012

**VAL CARTER
CHAIRPERSON**

13. 9. 2012

**FENDALTON/WAIMAIRI COMMUNITY BOARD
14 AUGUST 2012**

**Report of a meeting of the Fendalton/Waimairi Community Board
held on Tuesday 14 August 2012 at 4pm
in the Boardroom, Fendalton Service Centre, corner Jeffreys and Clyde Roads.**

PRESENT: Val Carter (Chairperson), Sally Buck, Faimeh Burke, Cheryl Colley,
David Cartwright, Jamie Gough and David Halstead.

APOLOGIES: Nil.

The Board reports that:

PART A – MATTERS REQUIRING A COUNCIL DECISION

1. NUNWEEK PARK – PROPOSED LEASE CANTERBURY HOCKEY ASSOCIATION

This item was considered by the Council at its meeting on 23 August 2012.

**2. PAPANUI ROAD RIGHT TURN SIGNAL REQUEST AT BEALEY AVENUE/PAPANUI ROAD/
VICTORIA STREET INTERSECTION**

The Board's recommendation on this matter will be reported to the Council on 27 September by way of a report from the Environment and Infrastructure Committee.

PART B - REPORTS FOR INFORMATION

3. DEPUTATIONS BY APPOINTMENT

Nil.

4. PRESENTATION OF PETITIONS

Nil.

5. NOTICES OF MOTION

Nil.

6. CORRESPONDENCE

The Board **received** correspondence from Mr Harold Surgenor regarding drainage issues outside his property at 38 Westmont Street.

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Fendalton/Waimairi Community Board 14. 8. 2012

7. BRIEFINGS

7.1 TONY ARMSTRONG – AVONHEAD PARK GUM TREE REMOVAL

Tony Armstrong, Arborist was in attendance to update the Board on the proposed removal of gum trees in Avonhead Park.

At its meeting of 2 July 2012 resulting from a deputation by Mr Chris Nielson and a prior site visit made by Board members and arborist to the park, the Board resolved “... to request advice from staff to address the shading, tree litter and various other issues relating to the gum trees and the options that might be available ...”.

Following discussion and detailed staff advice the Board **decided** to request that staff undertake a review of the Avonhead Park Plan taking account of the issues raised by residents and to complete consultation with residents and stakeholders by Christmas 2012 and to provide a formal report back to the Board in February/March 2013 to enable any resulting work to take place over the winter of 2013.

8. COMMUNITY BOARD ADVISER’S UPDATE

The Board **received** information on the following:

- progress of Board resolutions including feedback on Fenhall Street and the Board’s site visit to Juniper Place with arborists

Following advice from the arborist, the Board **decided** to request that staff investigate the concerns raised by the ABC Pre-School in Sir William Pickering Drive regarding the large pine trees at their rear boundary with Juniper Reserve and to provide a report back to the Board on options for the Reserve trees as a whole by February 2013.

- current issues including the Joint Fendalton/Waimairi and Riccarton/Wigram Community Board meeting with the Canterbury University on 26 September 2012
- update on Local Capital Projects – June 2012
- 2012/13 Board Funding update
- Draft Christchurch Transport Plan 2012–2042 - Board submission

Clause 14 (Part C) records the Board’s decision on this matter.

9. ELECTED MEMBERS’ INFORMATION EXCHANGE

- Members were reminded that the closing date for the Earthquake Award nominations is 21 September 2012.
- Concerns were expressed regarding congestion, and other traffic volume issues, at the Wairakei Road/Woolridge Road/Roydvale Avenue roundabout. The Board **decided** that further information be sought from staff on the matter, possibly via a workshop.

PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD

10. CONFIRMATION OF MEETING MINUTES –30 JULY 2012

The Board **resolved** that the minutes of its ordinary meeting of Monday 30 July 2012, be confirmed.

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Fendalton/Waimairi Community Board 14. 8. 2012

11. JUNIPER PLACE – PARKING MANAGEMENT

The Board considered a report seeking its approval of a parking management plan for Juniper Place to resolve parking congestion issues.

The Board **resolved** to:

(a) Revoke the following:

- (i) All existing parking restrictions on the north western side of Roydvale Avenue commencing at its intersection with Juniper Place and extending in a south westerly direction for a distance of 20 metres.
- (ii) All existing parking restrictions on the north western side of Roydvale Avenue commencing at its intersection with Juniper Place and extending in a north easterly direction for a distance of 36 metres.
- (iii) All existing parking restrictions on the south west side of Juniper Place, commencing at its intersection with Roydvale Avenue, and extending in a north westerly direction to the cul de sac turning head, and then extending in a clockwise direction around the cul de sac turning head, and then extending on the north east side of Juniper place in a south easterly direction to its intersection with Roydvale Avenue.

(b) Approve the following No Stopping Restrictions:

- (i) That the stopping of vehicles be prohibited at any time on the north western side of Roydvale Avenue commencing at its intersection with Juniper Place and extending in a south westerly direction for a distance of 20 metres.
- (ii) That the stopping of vehicles be prohibited at any time on the north western side of Roydvale Avenue commencing at its intersection with Juniper Place and extending in a north easterly direction for a distance of 18 metres.
- (iii) That the stopping of vehicles be prohibited at any time on the north western side of Roydvale Avenue commencing at a point 32 metres north east of its intersection with Juniper Place, and extending in a north easterly direction for a distance of four metres.
- (iv) That the stopping of vehicles be prohibited at any time on the south west side of Juniper Place, commencing at its intersection with Roydvale Avenue, and extending in a north westerly direction for a distance of 10 metres.
- (v) That the stopping of vehicles be prohibited at any time on the north east side of Juniper Place, commencing at its intersection with Roydvale Avenue, and extending in a north westerly direction for a distance of 10 metres.
- (vi) That the stopping of vehicles be prohibited at any time on the south west side of Juniper Place commencing at a point 290 metres north west of its intersection with Roydvale Avenue, and extending in a clockwise direction around the cul de sac turning head, and terminating on the north east side of Juniper Place at a point 279 metres north west of its intersection with Roydvale Avenue.

(c) Approve the following 3 minute parking area:

- (i) That the parking of vehicles be restricted to a maximum period of three minutes on the north east side of Juniper Place, commencing at a point 130 metres north west of its intersection with Roydvale Avenue, and extending in a north westerly direction for a distance of 77 metres. This restriction is to apply from 8.15am to 9.15am and from 2.30pm to 3.30pm, on school days only.

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Fendalton/Waimairi Community Board 14. 8. 2012

11 Cont'd

(d) **Approve the following 120 minute parking areas:**

- (i) That the parking of vehicles be restricted to a maximum period of 120 minutes on the south west side of Juniper Place commencing at a point 10 metres north west of its intersection with Roydvale Avenue and extending in a north westerly direction for a distance of 280 metres. This restriction is to apply from 11am to 3pm, Monday to Friday.
- (ii) That the parking of vehicles be restricted to a maximum period of 120 minutes on the north east side of Juniper Place commencing at a point 10 metres north west of its intersection with Roydvale Avenue and extending in a north westerly direction for a distance of 120 metres. This restriction is to apply from 11am to 3pm, Monday to Friday.
- (iii) That the parking of vehicles be restricted to a maximum period of 120 minutes on the north east side of Juniper Place commencing at a point 207 metres north west of its intersection with Roydvale Avenue and extending in a north westerly direction for a distance of 72 metres. This restriction is to apply from 11am to 3pm, Monday to Friday.

(e) **Approve the following Bus Stop:**

- (i) That a Bus Stop be created on the north west side of Roydvale Avenue, commencing at a point 18 metres north east of its intersection with Juniper Place and extending in a north easterly direction for a distance of 14 metres.

12. **NUNWEEK PARK – PROPOSED LEASE CANTERBURY HOCKEY ASSOCIATION (CONT'D)**

Further to Clause 1 (Part A) of these minutes, the Board, under delegated authority, **resolved** to grant a temporary ground lease over part of Nunweek Park to the Canterbury Hockey Association for a building to be used as a sports administration office as follows:

- (a) Subject to the surrender of lease referred to in Clause 2(a) above being approved by the Council and agreed with Canterbury Artificial Surfaces Trust Incorporated, to seek the consent of the Minister of Conservation to grant, and, if that consent is granted, to grant to Canterbury Hockey Association Incorporated, for the purpose of locating a sports administration office building, a ground lease pursuant to section 54(1)(d) of the Reserves Act 1977 of that part of Nunweek Park containing approximately 152 square metres as is shown on the Proposed Premises Plan in **Attachment C** to this report, subject to the following conditions:
 - (i) the lease to be granted for a term of up to a maximum of five years, with no right of renewal, and on the Council's standard lease terms for leases of recreation reserves in compliance with the Reserves Act 1977; and
 - (ii) provision be made in the Deed of Lease for termination of the lease upon any shorter term than five years upon request of the Lessee.
- (b) That the Corporate Support Manager be delegated the power to negotiate and enter into, on behalf of the Council, the surrender of lease and the new lease referred to above on such terms and conditions as he shall consider necessary, including the obligation on Canterbury Hockey Association Incorporated, at its cost, to remove the developments and to reinstate the land on the expiry of the lease.
- (c) That the Lessee be required to sign a temporary access licence before accessing the site, the purpose of which is to clearly delineate the Council's and Lessee's responsibilities during any construction phase of the developments on the leased site.

13. 9. 2012

Fendalton/Waimairi Community Board 14. 8. 2012

13. APPLICATION TO THE BOARD'S 2012/13 YOUTH DEVELOPMENT SCHEME – BURNSIDE HIGH SCHOOL ORCHESTRA

The Board considered a report seeking approval for an application for funding from its 2012/13 Youth Development Scheme

The Board **resolved** to make a grant of \$1,000 from its the 2012/13 Youth Development Scheme to Burnside High School towards the cost of the school orchestra concert tour to Melbourne.

14. DRAFT CHRISTCHURCH TRANSPORT PLAN 2012–2042 - BOARD SUBMISSION

Further to Clause 6 (Part B) of these minutes the Board **resolved** that the current draft submission should be circulated for comment and that the Chairperson be delegated to approve the submission on the Board's behalf in order to meet the deadline date of 23 August 2012.

The meeting concluded at 5.15pm.

CONFIRMED THIS 3RD DAY OF SEPTEMBER 2012

**VAL CARTER
CHAIRPERSON**

13. 9. 2012

**HAGLEY/FERRYMEAD COMMUNITY BOARD
25 JULY 2012**

**Report of a meeting of the Hagley/Ferrymead Community Board
held on Wednesday 25 July at 3pm in Committee Room 2,
Civic Offices, 53 Hereford Street, Christchurch.**

PRESENT: Bob Todd (Chairperson), Islay McLeod (Deputy Chairperson), Tim Carter, David Cox and Yani Johanson.

APOLOGIES: An apology for absence was received and accepted from Nathan Ryan.

Yani Johanson arrived at 3.03pm, and was absent for part of Clause 1.

The Board reports that:

PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD

1. HAGLEY/FERRYMEAD COMMUNITY BOARD STRENGTHENING COMMUNITIES FUNDING 2012/13 ALLOCATIONS

The Board considered a report and matrix presenting 30 applications to its Strengthening Communities Fund for 2012/13.

The Board noted that at its meeting on 13 July 2012, the Metropolitan Funding Committee had resolved to fund from the 2012/13 Metropolitan Strengthening Communities Fund the five Key Local Projects put forward for consideration by the Hagley/Ferrymead Community Board.

Board members acknowledged receipt of the additional information provided by staff including amended staff recommendations.

It was **resolved** on the motion of David Cox, seconded by Tim Carter, that the Board adopt the amended staff recommendations for allocation of the Hagley/Ferrymead Community Board 2012/13 Strengthening Communities Fund as follows:

Priority One Grants

No.	Group	Project	Board Decision
1.	Avebury House Community Trust	Community Development in Richmond	That the Hagley/Ferrymead Community Board makes a grant of \$16,000 to the Avebury House Community Trust towards their community development project. (Note: The original staff recommendation was \$15,000.)
2.	Family and Community Division (Anglican Care)	Linwood Youth Development Worker	Funded as a Key Local Project by the Metropolitan Funding Committee.
3.	Family and Community Division (Anglican Care)	Community Development Worker Linwood	That the Hagley/Ferrymead Community Board makes a grant of \$25,000 to the Family and Community Division (Anglican Care) towards their Community Youth Development worker project. (Note: The original staff recommendation was \$24,000.)

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No.	Group	Project	Board Decision
4.	Majestic Youth Community Trust	24/7 Youth Workers in Linwood Intermediate School	That the Hagley/Ferrymead Community Board makes a grant of \$8,000 to the Majestic Youth Community Trust towards the 24/7 Youth Workers in Linwood Intermediate School.
5.	Our Youth Out Community Trust	Children, Youth and Family Support	That the Hagley/Ferrymead Community Board makes a grant of \$5,000 towards Children, Youth and Family Support project.
6.	Phillipstown Community Centre Charitable Trust	Community Development Phillipstown Community Centre	That the Hagley/Ferrymead Community Board makes a grant of \$36,700 to the Phillipstown Community Centre Charitable Trust towards their Community Development Community Centre project. (Note: The original staff recommendation was \$35,000.)
7.	Shoreline Youth Trust	Fuse Youth Café and in-School Projects	Funded as a Key Local Project by the Metropolitan Funding Committee.
8.	Spreydon Youth Community Trust	Linwood College 24-7 Youthwork	That the Hagley/Ferrymead Community Board makes a grant of \$18,000 towards the Spreydon Youth Community Trust for the Linwood College 24-7 Youthwork project.
9.	Sumner Bays Union Trust	Community Development Worker Wages and Employment Costs	That the Hagley/Ferrymead Community Board makes a grant of \$12,000 towards the Sumner Bays Union Trust for the Community Development Worker wages and employment costs.
10	Te Whare Roimata Trust	Smith Street Community Gardens	That the Hagley/Ferrymead Community Board makes a grant of \$23,000 to the Te Whare Roimata Trust for the Smith Street Community Gardens project. (Note: The original staff recommendation was \$22,000.)
11.	Te Whare Roimata Trust	Older Persons Project	Funded as a Key Local Project by the Metropolitan Funding Committee.
12.	Te Whare Roimata Trust	The Bromley Project	Funded as a Key Local Project by the Metropolitan Funding Committee.
13.	Te Whare Roimata Trust	Linwood Community Arts Project	Funded as a Key Local Project by the Metropolitan Funding Committee.
14.	Woolston Development Project Inc	Family Support Service	That the Hagley/Ferrymead Community Board makes a grant of \$14,000 to the Woolston Development Project Inc towards the family support service project. (Note: The original staff recommendation was \$13,000.)

Priority Two Grants

No.	Group	Project	Board Decision
15.	Ferrymead Bays Football Club	Salary for Junior Club Administrator	That the Hagley/Ferrymead Community Board makes a grant of \$3,500 to the Ferrymead Bays Football Club towards the salary for Junior Club Administrator.
16.	Hagley Ferrymead Community Board	Hagley Ferrymead Community Recreation Events for Youth and Older Adults	That the Hagley/Ferrymead Community Board makes a grant of \$8,500 towards the Board's Recreation Events for Youth and Older Adults

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No.	Group	Project	Board Decision
17.	Hagley Ferrymead Community Board	Community Pride Gardens Awards 2012/13	That the Hagley/Ferrymead Community Board makes a grant of \$1,500 towards the Board's Community Pride Gardens Awards. (Note: The original staff recommendation was \$2,000.)
18.	Hagley Ferrymead Community Board	Hagley Ferrymead Community Service Awards 2012/13	That the Hagley/Ferrymead Community Board makes a grant of \$2,000 towards the Board's Community Service Awards. (Note: The original staff recommendation was \$3,000.)
19.	Hagley Ferrymead Community Board	Neighbourhood Week 2012/13	That the Hagley/Ferrymead Community Board refer this application to its 2012/13 Discretionary Response Fund. (Note: The original staff recommendation was \$3,500.)
20.	Hagley Ferrymead Community Board	Communication with the Community	That the Hagley/Ferrymead Community Board makes a grant of \$1,600 towards the Board's Communication with the Community Project. (Note: The original staff recommendation was \$2,300.)
21.	Kimihia Early Learning Trust	Employment of Social/Support Worker	That the Hagley/Ferrymead Community Board makes a grant of \$8,000 to the Kimihia Early Learning Trust towards the employment of social / support worker.
22.	Linwood Community House Inc	Operation of a Daily Drop In Centre	That the Hagley/Ferrymead Community Board makes a grant of \$4,000 to the Linwood Community House Inc towards the Operation of a Daily Drop In Centre project.
23.	Mt Pleasant Memorial Community Centre and Residents' Association Incorporated	Operational Funding for Community Centre	That the Hagley/Ferrymead Community Board makes a grant of \$11,500 to the Mt Pleasant Memorial Community Centre and Residents' Association Incorporated towards the operational funding for the Community Centre.
24.	Redcliffs Public Library Inc	Project Coordinator	That the Hagley/Ferrymead Community Board makes a grant of \$10,000 to the Redcliffs Public Library Inc towards the Project coordinator.
25.	Sumner Community Pool Incorporated	Contribution to Cost of Sumner Outdoor Pool	That the Hagley/Ferrymead Community Board makes a grant of \$8,118 to the Sumner Community Pool Incorporated towards the contribution to cost of the Sumner Outdoor Pool.
26.	Sumner Residents Association Inc	Sumner Community Information Project	That the Hagley/Ferrymead Community Board makes a grant of \$11,500 to the Sumner Residents Association Inc towards the Sumner Community Information project.
27.	Te Mapua Child and Youth Trust	Salary for Field Worker	That the Hagley/Ferrymead Community Board makes a grant of \$5,000 to the Te Mapua Child and Youth Trust towards the salary of field worker.
28.	The Salvation Army New Zealand Group	Budgeting Advice Service	That the Hagley/Ferrymead Community Board makes a grant of \$6,000 to the Salvation Army New Zealand Group towards the budgeting advice service project.

13. 9. 2012

Hagley/Ferrymead Community Board 25. 7. 2012**Priority Three Applications**

No.	Group	Project	Board Decision
29.	Te Waka Huruurumanu ki Otautahi Early Learning Centre	Lease Payment For The Early Learning Centre	That the Hagley/Ferrymead Community Board declines the application from the Te Waka Huruurumanu ki Otautahi Early Learning Centre for lease payment for the Early Learning Centre.
30.	The Friends of Linwood Cemetery Charitable Trust	Oral Histories and Heritage Information Associated to 45 People Buried in Linwood	That the Hagley/Ferrymead Community Board declines the application from The Friends of Linwood Cemetery Charitable Trust towards Oral Histories and Heritage Information Associated to 45 People Buried in Linwood

(**Note:** David Cox declared a conflict of interest regarding the applications from Ferrymead Bays Football Club and Redcliffs Public Library Inc.)

The Chairperson thanked Board members and staff for their attendance and contributions, and declared the meeting closed at 3.09pm.

CONFIRMED THIS 15TH DAY OF AUGUST 2012

**BOB TODD
CHAIRPERSON**

13. 9. 2012

**HAGLEY/FERRYMEAD COMMUNITY BOARD
1 AUGUST 2012**

**Report of a meeting of the Hagley/Ferrymead Community Board
held on Wednesday 1 August 2012 at 3pm in the Board Room,
Woolston Club, 43 Hargood Street, Woolston, Christchurch.**

PRESENT: Bob Todd (Chairperson), Islay McLeod (Deputy Chairperson), Tim Carter, David Cox, Yani Johanson, Brenda Lowe-Johnson and Nathan Ryan.

APOLOGIES: An apology for lateness was received and accepted from Yani Johanson who arrived at 3.03pm and was absent for clause 10 and part of clause 2.1.

Brenda Lowe-Johnson arrived at 3.05pm and was absent for clause 10 and part of Clause 2.1.

The Board reports that:

PART A – MATTERS REQUIRING A COUNCIL DECISION

1. PAPANUI ROAD RIGHT TURN SIGNAL REQUEST AT BEALEY AVENUE / PAPANUI ROAD / VICTORIA STREET INTERSECTION

The Board's recommendation on this matter will be reported to the Council on 27 September by way of a report from the Environment and Infrastructure Committee.

PART B - REPORTS FOR INFORMATION

2. DEPUTATIONS BY APPOINTMENT

2.1 MT PLEASANT MEMORIAL COMMUNITY CENTRE AND RESIDENTS ASSOCIATION INCORPORATED

The Board **received** a deputation, and supporting information, from Linda Rutland, on behalf of the Mt Pleasant Memorial Community Centre and Residents Association Incorporated. The deputation provided history, background and information on the rebuilding of a Community Centre, including community consultation. Linda Rutland presented two issues for the Community Board to consider; the need for a new lease of 50 years or more, and assistance with securing funding for their rebuild. The Board also received correspondence on this matter, Clause 5.1 refers.

The Chairperson thanked Linda Rutland for her deputation to the Board.

The Board **decided** on the motion of Bob Todd, seconded by Tim Carter, to request:

- (a) An urgent report from staff on the request from the Mt Pleasant Memorial Community Centre and Residents Association Incorporated for an extension of their current lease or new lease with a term of 50 years or more on the current site at McCormacks Bay Reserve.
- (b) Information from staff on the Christchurch Earthquake Appeal Trust work with the Council and with Council staff.

13. 9. 2012

Hagley/Ferrymead Community Board 1. 8. 2012**2 Cont'd****2.2 SIMON AND VAUGHAN ENGLAND**

The Board **received** a deputation from Simon and Vaughan England thanking the Board for the grant they each received from the 2011/12 Youth Development Scheme, and advising Board members of their successes at the Under 18 Boys hockey tournament held in Palmerston North in July.

The Chairperson thanked Simon and Vaughan England for their deputation to the Board.

2.3 DEPARTMENT OF BUILDING AND HOUSING – MALCOLM MACMILLAN

The Board **received** a deputation from Malcolm MacMillan, Operations Manager, Earthquake Response, Department of Building and Housing. Mr MacMillan responded to requests for information regarding the Linwood Temporary Village, occupancy and requirements for temporary villages and the use and sale of surplus portable units.

The Chairperson thanked Malcolm MacMillan for his deputation to the Board.

3. PRESENTATION OF PETITIONS

Nil.

4. NOTICES OF MOTION

Nil.

5. CORRESPONDENCE**5.1 MT PLEASANT MEMORIAL COMMUNITY CENTRE AND RESIDENTS ASSOCIATION INCORPORATED**

The Board **received** correspondence from Jocelyn Papprell, President of the Mt Pleasant Memorial Community Centre and Residents Association Incorporated. The correspondence was considered as part of the deputation on this matter, Clause 2.1 refers.

6. BRIEFINGS

Nil.

7. COMMUNITY BOARD ADVISER'S UPDATE

- The Board **received** information from the Community Board Adviser on Board related activities including upcoming meetings and events and current consultations.
- The Board **received** a memorandum in response to requests for information regarding traffic issues associated with Plan Change 28 (Kennaway Farm Development) and planned works/enhancement in the Garlands Road and Cumnor Terrace area.
- The Board **received** information as requested from the General Manager City Environment on the programme for footpath repairs.
- The Board **received** information regarding the Christchurch Earthquake Awards 2012 and the Board's previous decision to put forward four nominees to the Board's Community Service Awards for Civic Earthquake Awards.

13. 9. 2012

Hagley/Ferrymead Community Board 1. 8. 2012

7 Cont'd

It was **decided** on the motion of Brenda Lowe-Johnson, seconded by Tim Carter, that the Board delegate the Board Chairperson the authority to put forward the four nominations for Christchurch Earthquake Awards on behalf of the Community Board.

- The Board members were advised of the upcoming resource consent hearing for Washington Way Reserve Skate Park, the ongoing monitoring of activity at the skate park and of contact with members of the Working Party established to monitor incidents that occur at the skate park.

The Board **decided** to support the ongoing monitoring being undertaken at the skate park and to **request** a briefing from staff after the resource consent process had been completed, including the need for a Working Party.

8. QUESTIONS UNDER STANDING ORDERS

Nil.

9. BOARD MEMBERS' INFORMATION EXCHANGE

- The Board **decided** to request a briefing to the Board on the Christchurch Central Recovery Plan, and the implications on the Board and facilities in the ward.
- The Board Chairperson advised Board members of the recent Community Board Chairpersons' and Staff Forum meeting, which had incorporated a session with representatives from the Ministry of Education.

PART C – REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD

10. CONFIRMATION OF MEETING MINUTES – 18 JULY 2012

It was **resolved** on the motion of Islay McLeod, seconded by David Cox, that the minutes of the Board's ordinary meeting of 18 July 2012 be confirmed.

11. RESOLUTION TO BE PASSED - SUPPLEMENTARY REPORTS

The Board considered a report to submit the following report to the meeting of the Hagley/Ferrymead Community Board on Wednesday 1 August 2012.

It was **resolved** on the motion of Tim Carter, seconded by Islay McLeod, that the Board receive and consider the report.

13. 9. 2012

Hagley/Ferrymead Community Board 1. 8. 2012

12. APPLICATION TO HAGLEY/FERRYMEAD COMMUNITY BOARD 2012/13 DISCRETIONARY RESPONSE FUND

The Board considered a report seeking approval for an application for funding from the Hagley/Ferrymead Community Board 2012/13 Discretionary Response Fund for 2012/13 Neighbourhood Week.

It was **resolved** on the motion of Tim Carter, seconded by Islay McLeod, that the Hagley/Ferrymead Community Board approve a grant of \$3,500 from its 2012/13 Discretionary Response Fund to the Hagley/Ferrymead Community Board for Neighbourhood Week 2012/13 costs.

The Board Chairperson thanked Board members and staff for their attendance and contributions and declared the meeting closed at 4.20pm.

CONFIRMED THIS 15TH DAY OF AUGUST 2012

**BOB TODD
CHAIRPERSON**

13. 9. 2012

**HAGLEY/FERRYMEAD COMMUNITY BOARD
15 AUGUST 2012**

**Report of a meeting of the Hagley/Ferrymead Community Board
held on Wednesday 15 August 2012 at 3.08pm in the Board Room,
Woolston Club, 43 Hargood Street, Woolston, Christchurch.**

PRESENT: Bob Todd (Chairperson), Islay McLeod (Deputy Chairperson), Tim Carter, Yani Johanson, Brenda Lowe-Johnson, Nathan Ryan

APOLOGIES: An apology for absence was received and accepted from David Cox.

An apology for lateness was received and accepted from Tim Carter who arrived at 3.23pm and was absent for clause 9 and part of clause 1.1.

PART B - REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

1.1 SERGEANT GARY MANCH, LYTTELTON POLICE STATION

The Board **received** a deputation from Sergeant Gary Manch, Lyttelton Police Station regarding policing issues in the part of the ward under the jurisdiction of the Lyttelton Police Station.

Information shared included an update on crime statistics in the Sumner and Lyttelton areas, and the impact from the earthquakes on visitors, behaviour and red zoned property.

The Chairperson thanked Gary Manch for his deputation to the Board.

1.2 SIMONE PEARSON, SAVE CENTENNIAL

The Board **received** a deputation from Simone Pearson on behalf of Save Centennial regarding the future of the Centennial Sport and Recreation Facility following the release of the Christchurch Central Recovery Plan, which identifies the site as a playground area.

Board members were updated on the continued strong community support to save the facility, and the Board's support was sought for retention of a pool on the site.

Pursuant to Standing Order 2.1.3, it was **resolved** on the motion of Bob Todd, seconded by Tim Carter, to temporarily suspend those Standing Orders relating to debate and discussion for the purpose of allowing a general discussion regarding topic of the deputation.

Pursuant to Standing Order 2.1.3, it was **resolved** on the motion of Bob Todd, seconded by Tim Carter, to resume Standing Orders.

The Board **decided** to send a letter to the Chief Executive, Christchurch City Council requesting assistance in enabling the Board to understand their role in local decision making.

The Board **decided**, having considered the location of the potential Metro Sports Facility, to support the retention of a pool on the Centennial site.

The Chairperson thanked Simone Pearson for her deputation to the Board.

13. 9. 2012

Hagley/Ferrymead Community Board 15. 8. 2012

1.3 EVAN SMITH, AVON-OTAKARO NETWORK

The Board **received** a deputation and supporting information from Evan Smith, Co-Chair of the Avon-Otakaro Network regarding the Spring River Festival.

Mr Smith informed the Board on the activities and programme of the Spring River Festival on Labour Weekend 2012, and of the organisations that are involved. Board members were advised that a deputation was made to the Burwood/Pegasus Community Board earlier in the week, and that a funding application has been made to the Christchurch City Council.

It was **moved** by Bob Todd, seconded by Tim Carter, that the Board **decide** to support the concept of the Spring River Festival and request that the report presenting the application be included on a Board agenda as soon as possible.

An amendment was **moved** by Yani Johanson, seconded by Tim Carter, that the Board **decide** to support the concept, and request that the application from the Avon-Otakaro Network be presented to the Metropolitan Discretionary Response Fund, and should it not be successful that a report presenting the application be included on a Board agenda as soon as possible.

The amendment was put to the meeting and was declared **carried** as the substantive motion.

The Board noted that this decision does not preclude the Board from providing funding for this festival.

The Chairperson thanked Evan Smith for his deputation to the Board.

2. PRESENTATION OF PETITIONS

Nil.

3. NOTICES OF MOTION

Nil.

4. CORRESPONDENCE

Nil.

5. BRIEFINGS

5.1 REGIONAL PARKS OPERATIONS TEAM, CHRISTCHURCH CITY COUNCIL

The Board **received** a briefing from Kay Holder and Paul Devlin of the Regional Parks Operations Team on the Board's request regarding the development of a multi-purpose track on Richmond Hill.

Board members received supporting information on the Port Hills parks and tracks and on the Richmond Valley Track proposal, and were advised that as requested a full report will be submitted on the proposal but given priority work underway on parks and tracks and the investigations needed for this proposal that this is likely to be in the new year.

The Chairperson thanked Kay Holder and Paul Devlin for their briefing.

13. 9. 2012

Hagley/Ferrymead Community Board 15. 8. 2012

6. COMMUNITY BOARD ADVISER'S UPDATE

- The Board **received** information from the Community Board Adviser on Board related activities including upcoming meetings and events and current consultations.
- The Board **received** a memorandum in response to its request for information regarding safety issues at the intersection of Major Hornbrook Road and Marama Crescent. Board members were advised of the conclusion included in the memorandum that no traffic calming measures be installed at this location.
- The Board **received** information regarding Stronger Christchurch Infrastructure Rebuild Team work about to start on Rangatira Terrace which will result in King Park being closed for approximately three weeks.
- The Board **received** a verbal report from the Hagley/Ferrymead Local Earthquake Recovery Meeting held on 24 July 2012.
- The Board **received** an update on the Heathcote Village Project request for installation of two community notice boards, and were advised that approval has already been given for the installation of one noticeboard, and that work is ongoing on the location for the second.

7. QUESTIONS UNDER STANDING ORDERS

Nil.

8. BOARD MEMBERS' INFORMATION EXCHANGE

- Yani Johanson advised Board members that the Community, Recreation and Culture Committee will be considering a report on Community Board Resources for Earthquake Recovery at its meeting on 21 August 2012, and invited Board members to provide him with any feedback on the report.
- Board members were advised that Community Boards have the opportunity to make nominations to the Christchurch Earthquake Awards. It was **agreed** that Board members will share information on potential nominees for future discussion.
- Islay McLeod advised Board members of correspondence she had received from the Heathcote Cricket Club regarding the occupation of the changing room facilities which share a wall with the damaged Heathcote Community Centre.

The Board **decided** to seek information on the current situation regarding the use of the changing room facilities, and as necessary arrange a meeting with the Heathcote Cricket Club and Council staff.

PART C – REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD

9. CONFIRMATION OF MEETING MINUTES – 25 JULY 2012 AND 1 AUGUST 2012

It was **resolved** on the motion of Islay McLeod, seconded by Nathan Ryan, that the minutes of the Board's ordinary meetings of 25 July 2012 and 1 August 2012 be confirmed.

13. 9. 2012

Hagley/Ferrymead Community Board 15. 8. 2012

10. APPLICATION TO HAGLEY/FERRYMEAD COMMUNITY BOARD 2012/13 DISCRETIONARY RESPONSE FUND – THE FRIENDS OF LINWOOD CEMETERY CHARITABLE TRUST

The Board considered a report seeking approval of an application for funding to the Hagley/Ferrymead Community Board 2012/13 Discretionary Response Fund from The Friends of Linwood Cemetery Charitable Trust for \$4,000.

It was **resolved** on the motion of Bob Todd, seconded by Yani Johanson, that the Hagley/Ferrymead Community Board approve a grant of \$4,000 from its 2012/13 Discretionary Response Fund to The Friends of Linwood Cemetery Charitable Trust towards their oral history, volunteer transport and material costs.

11. APPLICATION TO THE HAGLEY/FERRYMEAD COMMUNITY BOARD YOUTH DEVELOPMENT SCHEME – LEON HARRY JARDEN

The Board considered a report seeking approval of an application for funding from the Hagley/Ferrymead Community Board 2012/13 Youth Development Scheme for Leon Harry Jarden.

It was **resolved** on the motion of Tim Carter, seconded by Bob Todd, that the Hagley/Ferrymead Community Board support the application and approve a grant of \$600 from its 2012/13 Youth Development Scheme fund to Leon Harry Jarden to represent New Zealand in the U15 Mixed Touch Team in Australia, October 2012.

The Board Chairperson thanked Board members and staff for their attendance and contributions and declared the meeting closed at 5.04pm.

CONFIRMED THIS 5TH DAY OF SEPTEMBER 2012

**BOB TODD
CHAIRPERSON**

13. 9. 2012

**LYTTELTON/MT HERBERT COMMUNITY BOARD
31 JULY 2012**

**Report of a meeting of the Lyttelton/Mt Herbert Community Board
held on Tuesday 31 July 2012 at 12.30pm in the Harbour View Lounge,
Living Springs, 218 Bamfords Road, Allandale.**

PRESENT: Paula Smith (Chairperson), Jeremy Agar, Ann Jolliffe, Claudia Reid, Adrian Te Patu and Andrew Turner.

KARAKIA: Adrian Te Patu gave the opening karakia.

The Board reports that:

PART B - REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

Nil.

2. CORRESPONDENCE

2.1 CANTERBURY EARTHQUAKE RECOVERY AUTHORITY

The Board **received** a letter from Roger Sutton, Chief Executive Canterbury earthquake Recovery Authority acknowledging the Board's meeting with him of 4 May 2012.

3. PETITIONS

Nil.

4. NOTICES OF MOTION

Nil.

5. BRIEFINGS

Nil.

6. COMMUNITY BOARD ADVISER'S UPDATE

The Community Board Adviser updated the Board on various matters:

- The Lyttelton Recreation Ground Reserve Management Committee had advised it has received a quote for \$2,900 to complete a design for the new flood lighting of the Recreation Ground and are looking for assistance with funding this cost. The Committee will be advised to make an application to the Board's Discretionary Response Fund to assist with this cost.
- The Board had sought staff advice on a way to facilitate and fund the editing and preserving of a filmed version of the Lyttelton Master Plan process, as captured by local resident ~~Riek~~ Rich Humphries. It was reported that Strategy and Planning staff had advised there was no funding available as part of the Master Plan budget, but a number of possible alternative means of funding the project had been suggested and these would now be forwarded to Mr Humphries.
(Amended as per meeting 14 August 2012)

13. 9. 2012

Lyttelton/Mt Herbert Community Board 31. 7. 2012

7. ELECTED MEMBERS' INFORMATION EXCHANGE

Specific mention was made of the following matters:

- The Board acknowledged the purchase by the Council of the property on the corner of Canterbury and London Streets, for the purpose of a Lyttelton Civic Square.
- The Board expressed concern at the amount of graffiti occurring in Lyttelton in recent times, particularly around the playground area. *Legit*, the organisation which had designed and painted the mural in the playground area, had given an undertaking to clean graffiti from it if required and the Board **requested** that they be contacted to carry out this work.
- The Board heard that demolition of a Council owned residential building at 42 Exeter Street had been placed on hold for 48 hours to allow the Board to consider sourcing of the \$100,000 funding for the necessary upgrade on the house to save it from demolition. Board members **agreed** that this amount of expenditure was not warranted to preserve the house, given that it was not a listed heritage building and its location made it unsuitable for community or commercial use.
- The Board noted the concern and frustration from the sections of the community affected by the Port Hills zoning, because it appeared that important information was not getting through to those residents.

8. QUESTIONS UNDER STANDING ORDERS

Nil.

PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD

9. CONFIRMATION OF MEETING MINUTES

The Board **resolved** that the minutes of its meeting held on 17 July 2012 be confirmed.

The meeting closed at 1.15pm.

CONFIRMED THIS 14TH DAY OF AUGUST 2012

**PAULA SMITH
CHAIRPERSON**

13. 9. 2012

**RICCARTON/WIGRAM COMMUNITY BOARD
31 JULY 2012**

**Report of a meeting of the Riccarton/Wigram Community Board
held on Tuesday, 31 July 2012 at 5:30pm in the Community Room,
Upper Riccarton Library, 71 Main South Road, Upper Riccarton.**

PRESENT: Mike Mora (Chairperson), Helen Broughton, Natalie Bryden, Jimmy Chen,
Sam Johnson and Peter Laloli.

APOLOGIES: Nil.

The Board reports that:

PART B - REPORTS FOR INFORMATION**1. ADJOURNMENT OF MEETING**

At 6.04pm the Board **resolved** that the meeting stand adjourned and resumed at 8.11pm.

2. DEPUTATIONS BY APPOINTMENT

Nil.

3. PRESENTATION OF PETITIONS

Nil.

4. CORRESPONDENCE

Nil.

5. BRIEFINGS**5.1 WESTERN INTERCEPTOR**

Colin Currie, Project Manager from Beca Consultants updated the Board on the Western Interceptor Project.

6. COMMUNITY BOARD ADVISER'S UPDATE

Nil.

7. BOARD MEMBERS' INFORMATION EXCHANGE

The Board were presented a report back from the LGNZ Annual Conference 2012.

8. QUESTIONS UNDER STANDING ORDERS

Nil.

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PART C - DELEGATED DECISIONS

9. CONFIRMATION OF MEETING MINUTES – 17 JULY 2012

The Board **resolved** that the minutes of the Board's ordinary meeting of 17 July 2012 be confirmed.

10. APPLICATION TO THE RICCARTON/WIGRAM 2012/13 YOUTH DEVELOPMENT SCHEME – VILLA MARIA COLLEGE CON BRIO CHORALE

The Board considered approval of an application for funding from the 2012/13 Youth Development Scheme.

The Board **resolved** to support the application and allocate \$1,100 to Villa Maria College as a contribution of \$100 each for Aiber Campilan, Annabelle Dick, Harriet Johnstone, Eliza King, Veronica Kinsman, Georgia Payne, Lauren Shamy, Bridie Sisson, Viana Ta, Maggie Worthington and Amelia Young towards the expenses for their participation in the National Big Sing competition from the Riccarton/Wigram 2012/13 Youth Development Scheme.

The Board Chairperson thanked Board members and staff for their attendance and contributions and declared the meeting closed at 8.11pm.

CONFIRMED THIS 14TH DAY OF AUGUST 2012

MIKE MORA
CHAIRPERSON

13. 9. 2012

**RICCARTON/WIGRAM COMMUNITY BOARD
14 AUGUST 2012**

**Report of a meeting of the Riccarton/Wigram Community Board
held on Tuesday, 14 August 2012 at 5:30pm in the Community Room,
Upper Riccarton Library, 71 Main South Road, Upper Riccarton.**

PRESENT: Mike Mora (Chairperson), Helen Broughton, Natalie Bryden, Jimmy Chen, Judy Kirk and Peter Laloli.

APOLOGIES: An apology was received and accepted from Sam Johnson.

An apology for early departure was received and accepted from Helen Broughton who was absent for part of Clause 16.

The Chairperson welcomed His Worship Mayor Parker to the meeting.

The Board reports that:

PART B - REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

1.1 Junior Chamber International (JCI) Christchurch

Grace Elizabeth Morgan-Maxwell, representing the Junior Chamber International (Jaycees) outlined to the Board a project the Jaycees are working on to create a raised garden, mini orchard and composting set-up for Wharenui Primary School. The Board were invited to attend the opening on Sunday, 19 August at 10am.

2. PRESENTATION OF PETITIONS

Nil.

3. CORRESPONDENCE

Nil.

4. BRIEFINGS

Nil.

5. COMMUNITY BOARD ADVISER'S UPDATE

The Board were advised that a meeting will be held with the University Council, Vice-Chancellor, Fendalton/Waimairi and Riccarton/Wigram Community Boards on 26 September 2012.

6. QUESTIONS UNDER STANDING ORDERS

Nil.

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PART C - DELEGATED DECISIONS

7. CONFIRMATION OF MEETING MINUTES – 31 JULY 2012

The Board **resolved** that the minutes of the Board's ordinary meeting of 31 July 2012 be confirmed.

8. 353 AND 361 POUND ROAD - SHORT TERM USE OF LAND

The Board considered a report on the future short term use of the land at 353 and 361 Pound Road.

The Board **resolved** in respect of the subject land at 353 Pound Road (Part Reserve 1378) and 361 Pound Road (Part Reserve 329):

- (a) That the land is held for grazing purposes and that no stockpiling of soil, gravel and sand is permitted.
- (b) That the Corporate Support Unit Manager is delegated authority to enter into and administer a licence arrangement with a successful licensee, procured through an open and transparent public process, for a maximum period of five (5) years.

9. HANSONS LANE - PROPOSED BUS STOP UPGRADE AND NO STOPPING RESTRICTION

The Board considered a report seeking approval to a No Stopping Restriction and Bus Stop upgrade outside 109 and 111 Hansons Lane.

The Board **resolved**:

- (a) That all existing parking restrictions located on the east side of Hansons Lane, commencing at its intersection with Blenheim Road and extending in a northerly direction to its intersection with Arthur Street, be revoked.
- (b) That the stopping of vehicles be prohibited at any time on the east side of Hansons Lane commencing at its intersection with Blenheim Road and extending in a northerly direction for a distance of 72 metres.
- (c) That a Bus Stop be installed on the east side of Hansons Lane commencing at a point 72 metres north from its intersection with Blenheim Road and extending in a northerly direction for a distance of 14 metres.
- (d) That the stopping of vehicles be prohibited at any time on the east side of Hansons Lane commencing at a point 86 metres north of its intersection with Blenheim Road and extending in a northerly direction to Arthur Street.

10. MIDAS PLACE PROPOSED NO STOPPING RESTRICTION

The Board considered a report seeking approval of the installation of a No Stopping Restriction in Midas Place.

The Board **resolved** that the stopping of vehicles be prohibited at any time on the north-western side of Midas Place commencing at a point 122 metres northeast of its intersection with Annex Road and extending around the cul-de-sac head in a clockwise direction for a distance of 33 metres.

11. AVONHEAD SCHOOL - P3 DROP OFF/PICK UP PARKING RESTRICTION

The Board considered a report seeking approval of the installation of a P3 (8.15am - 9.15am and 2.30pm – 3.30pm School Days) Parking Restriction on the western side of Avonhead Road outside Avonhead School.

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The Board **resolved** that the parking of vehicles be restricted to a maximum period of 3 minutes on the western side of Avonhead Road commencing at a point 148 metres north of its intersection with Wittys Road and extending in a northerly direction for a distance of 35 metres. This restriction is to apply for the period 8.15am – 9.15am and 2.30pm – 3.30pm on school days.

12. APPLICATIONS TO RICCARTON/WIGRAM COMMUNITY BOARD 2012/13 DISCRETIONARY RESPONSE FUND – KIDSFIRST KINDERGARTEN AND SYDENHAM JUNIOR CRICKET CLUB

The Board considered two applications for funding from the Riccarton/Wigram 2012/13 Discretionary Response Fund.

The Board **resolved**:

- (a) To approve a grant of \$1,000 from the Riccarton/Wigram 2012/13 Discretionary Response Fund to Kidsfirst Kindergarten Avonhead for Scooter Track towards installation and construction of a scooter track.
- (b) To approve a grant of \$2,000 from Riccarton/Wigram 2012/13 Discretionary Response Fund to Sydenham Junior Cricket Club for South West Youth Cricket Partnership.

13. 106 MAIN SOUTH ROAD PROPOSED NO STOPPING RESTRICTION

The Board considered a report seeking approval for a No Stopping restriction outside 106 Main South Road.

The Board **resolved** that the stopping of vehicles be prohibited at any time on the northwestern side of Main South Road commencing 117 metres southwest of its intersection with Craven Street and extending in a southwest direction for a distance of 25 metres.

14. BLENHEIM ROAD - PROPOSED BUS STOP AND NO STOPPING RESTRICTION

The Board considered a report regarding the upgrade to a bus stop and a No Stopping Restriction on Blenheim Road.

The Board **resolved**:

- (a) That all existing parking restrictions on the northern side of Blenheim Road commencing at its intersection with Middleton Road and extending in a westerly direction for a distance of 187 metres be revoked.
- (b) That the stopping of vehicles be prohibited at any time on the northern side of Blenheim Road commencing at its intersection with Middleton Road and extending in a westerly direction for a distance of 175 metres.
- (c) That a bus stop be installed on the northern side of Blenheim Road commencing at a point 175 metres west of its intersection with Middleton Road and extending in a westerly direction for a distance of 12 metres.

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15. COMMUNITY BOARD ADVISER'S UPDATE CONTINUED

- The Board **agreed** that they would be making a submission regarding the draft Christchurch Transport Plan. The Board **resolved** that the Chairperson be granted the authority to submit the Board's submission on the draft Christchurch Transport Plan on behalf of the Board.
- The Board noted that Sam Johnson, Chairperson of the Riccarton/Wigram Small Grants Assessment Committee is unable to chair the Committee meeting on 20 August 2012. The Board **resolved** that Judy Kirk be the Chairperson of the 2012 Riccarton/Wigram Small Grants Assessment Committee Meeting.
- The Board discussed their concerns in relation to the developments occurring in the Riccarton Road commercial precinct post earthquake.

The Board **resolved** that staff be requested to prepare a report on whether a masterplan can be considered for Riccarton Road from Deans Avenue to Wharenui Road that will provide a vision, framework and implementation plan to address the matter of post earthquakes developments. The report is to include ways that the Riccarton/Wigram Community Board can have input at all stages. The Board requested that the report be provided to the Board by 2 October 2012.

16. ELECTED MEMBERS' INFORMATION EXCHANGE

The Board received a request from the Ilam Dental Practice requesting time limiting parking restrictions outside the dental practice. The Board requested that a customer service request be lodged for staff to investigate and advise the Board.

The Board Chairperson thanked Board members and staff for their attendance and contributions and declared the meeting closed at 7.39 pm.

CONFIRMED THIS 4TH DAY OF SEPTEMBER 2012

MIKE MORA
CHAIRPERSON

13. 9. 2012

**SHIRLEY/PAPANUI COMMUNITY BOARD
1 AUGUST 2012**

**Report of a meeting of the Shirley/Papanui Community Board
held on Wednesday 1 August 2012 at 4pm
in the Boardroom, Papanui Service Centre,
corner Langdons Road and Restell Street, Papanui.**

PRESENT: Chris Mene (Chairperson), Anna Button, Ngaire Button, Kathy Condon, Pauline Cotter and Aaron Keown.

APOLOGIES: An apology for absence was received and accepted from Chris English.

The Board reports that:

PART B - REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

1.1 EILISH CUMMACK – POSITIVE YOUTH DEVELOPMENT SCHEME REPORT BACK

Eilish Cummack, a Papanui High School student, reported back to the Board on her experiences at the Queensland Junior Squash Championships and thanked the Board for their support.

The Chairperson thanked Eilish for her report.

1.2 HELEN ROSS AND RO SORYL – EDGEWARE VILLAGE GREEN INC.

Helen Ross and Ro Soryl of Edgware Village Green Incorporated updated the Board on progress with the Edgware Village Green at 43a Edgware Road.

The Board **decided** that staff be requested to advise the Board of the following:

- (a) Can 43a Edgware Road be incorporated as a key asset in the Edgware Village Master Plan?
- (b) Clarification was needed on the status of the land at 43a Edgware Road in terms of the Edgware Village Green Incorporated's use of a portion of it, and what permissions are necessary.
 - (i) Will resource consent be required for work that Edgware Village Green Incorporated wish to do on the site, including placement of a garden shed and creation of a transitional community garden?
 - (ii) Is there a tap available at 43a Edgware Road for Edgware Village Green Incorporated for use on the community garden? If not, can Edgware Village Green Incorporated fund and install one on the site?

The Chairperson thanked Helen Ross and Ro Soryl for their presentation.

Refer to clause 11 of this report.

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Shirley/Papanui Community Board 1. 8. 2012**1 Cont'd****1.3 TIM WEIR – DELTA COMMUNITY SUPPORT TRUST**

Tim Weir of Delta Community Support Trust updated the Board on a proposal from the Richmond Community Action Network that they were facilitating for the establishment of 'Churchill Park', being the site at 40 Guild Street, Richmond where the Churchill Retirement Complex was demolished earlier in the year. The site is required for this purpose for two years.

The site has been leased by the owners to a construction company who are happy to share the site and have sculpted earth banks for the Trust. Work completed so far on the site have been funded by a community grant of \$8,900, however, a further \$8,500 was required for the provision of outside lighting and power.

The Board **decided** to request staff to:

- (a) Investigate the possibility of Delta Community Support Trust being able to borrow the playground equipment from the Shirley Community Trust site at 61 Chancellor Street for two years, for relocation at the Delta Community Support Trust's expense, to Churchill Park at 40 Guild Street.
- (b) Establish the resource consent cost for the installation of play equipment and outside lighting.

The Chairperson thanked Tim Weir for his presentation.

2. PRESENTATION OF PETITIONS

Nil.

3. NOTICES OF MOTION

Nil.

4. BRIEFINGS

Nil.

5. CORRESPONDENCE**5.1 BELFAST DISTRICT MUSEUM TRUST INCORPORATED**

The Board **received** correspondence from D A Hills, Secretary/Treasurer of the Belfast District Museum Trust Incorporated which was in response to the Board's letter of 9 July 2012.

The Board **decided** that staff be requested to provide advice on the matters raised by D A Hills in his letter to the Board of 11 July 2012.

5.2 CINDY AND MARTIN WEISS – SPRINGVALE GARDENS

The Board **received** correspondence from Cindy and Martin Weiss, supporting removal of the Black Poplar tree in Springvale Gardens.

Refer to clauses 6.1 and 12 of this report.

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Shirley/Papanui Community Board 1. 8. 2012**6. COMMUNITY BOARD ADVISER'S UPDATE**

The Board **received** information from the Community Board Adviser on Board related activities, including upcoming meetings and events.

6.1 CURRENT ISSUES**Springvale Gardens Reserve Tree**

As a result of the Board's site visit to Springvale Gardens on 20 July 2012, staff recommended that the Board call for a report on the removal of the Black Polar tree at the end of Springvale Gardens which was the subject of complaints from immediate neighbours.

Refer to clause 12 of this report for the Board's decision.

Garden Awards Working Party

Staff confirmed that the community gardener named by the Board on 18 July 2012, who was to be invited to join the Garden Awards working party, had accepted. Staff will propose a meeting date for the working party.

7. ELECTED MEMBERS' INFORMATION EXCHANGE

The Board Chairperson suggested that Board members review the tabled results of his Democracy Services Board Member Survey with the intention of holding a discussion regarding the findings in one month.

8. QUESTIONS UNDER STANDING ORDERS

Nil.

PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD**9. CONFIRMATION OF MEETING MINUTES – 18 JULY 2012**

The Board **resolved** that the minutes of its ordinary meeting of Wednesday 18 July 2012 be confirmed subject to the following amendment:

That the words "and was absent for part of clause 1.1" be deleted from the apology for lateness received from Aaron Keown.

10. APPLICATION TO THE BOARD'S POSITIVE YOUTH DEVELOPMENT FUND – VILLA MARIA COLLEGE – CON BRIO CHOIR, MELANIE NICOLE CAMERON, CARLOS JOSHUA (JOSH) POLICARPIO

The Board considered a report seeking approval for funding from the Shirley/Papanui Community Board's 2012/13 Positive Youth Development Fund by the Villa Maria College Con Brio Choir, Melanie Nicole Cameron and Carlos Joshua Policarpio.

The Board **resolved** that the following allocations be made:

- (a) **Villa Maria College - Con Brio Choir:** (Seven applicants)
\$700.00 from 2012/13 Positive Youth Development Fund to assist with the costs of Emma Barbafiera, Brittany Greeves, Grace Hoets, Catherine Sun Ho Kwak, Anastasia Loeffen, Greta Parkes-Dolan and Sarah Ellen Warner attending the National Big Sing Competition finals in Wellington on 16-18 August 2012.

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- (b) **Carlos Policarpio:**
\$300 from 2012/13 Positive Youth Development Fund to attend the Sister City Global Leadership Programme European Tour from 6 - 26 January 2013.
- (c) **Melanie Nicole Cameron**
\$300 from the 2012/13 Positive Youth Development Fund to attend the Sister City Global Leadership Programme European Tour from 6 - 26 January 2013.

11. ELECTED MEMBERS' INFORMATION EXCHANGE (CONT'D)

Further to clause 1.2 of this report, the Board **resolved** that Anna Button be the Board's representative for the Edgware Village Green Committee for the remainder of the current election term and that the Board's "Representation on Outside Organisations and Committees" document be amended accordingly.

12. COMMUNITY BOARD ADVISER'S UPDATE (CONT'D)

12.1 SPRINGVALE GARDENS RESERVE TREE

Further to clause 1.2 of this report, the Board **resolved** that:

- (a) Staff be requested to remove the Black Poplar tree at the end of Springvale Gardens because of the detrimental effect the tree is having on the immediate environment.
- (b) Staff be requested to work with the immediate neighbours to the Black Poplar tree at the end of Springvale Gardens to negotiate appropriate replacement flora to enhance the spring, noting that the immediate neighbours have indicated a willingness to dispose of the felled timber.

In making this decision the Board believed they had sufficient information to do so.

The meeting concluded at 5.51pm.

CONFIRMED THIS 15TH DAY OF AUGUST 2012

**CHRIS MENE
CHAIRPERSON**

13. 9. 2012

**SHIRLEY/PAPANUI COMMUNITY BOARD
15 AUGUST 2012**

**Report of a meeting of the Shirley/Papanui Community Board
held on Wednesday 15 August 2012 at 4.02pm
in the Lodge, Spencer Beach Holiday Park,
Heyders Road, Spencerville.**

PRESENT: Chris Mene (Chairperson), Anna Button, Ngaire Button, Kathy Condon, Pauline Cotter, Chris English and Aaron Keown.

APOLOGIES: An apology for lateness was received and accepted from Aaron Keown who was absent for part of clause 9.

The Board reports that:

PART B - REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

Nil.

2. PRESENTATION OF PETITIONS

Nil.

3. NOTICES OF MOTION

Nil.

4. BRIEFINGS

Nil.

5. CORRESPONDENCE

5.1 JACKIE RIGG, EDGEWARE OUTLET

The Board **received** correspondence from Jackie Rigg, Edgeware Outlet, suggesting the installation of a rubbish bin by the bus stop by the Edgeware/Caledonian Roads intersection and that the addition of a bike stand outside the Edgeware Mall would be welcomed by the community.

The Board **decided** that staff be requested to provide advice on the suggestion from Jackie Rigg for:

- (a) The installation of a rubbish bin by the bus stop on Edgeware/Caledonian Roads (outside the Edgeware Road frontage of 136 Caledonian Road).
- (b) The addition of a bike stand outside the Edgeware Mall at 76 Edgeware Road, noting that this proposal be considered as part of the development of the Edgeware Masterplan.

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5.2 MARK ASHMORE-SMITH, PRINCIPAL, OURUHIA SCHOOL

The Board **received** correspondence from Mark Ashmore-Smith, Principal of Ouruhia School, requesting support for pupils on foot crossing Marshland Road to access the Ouruhia Hall and Domain facilities for school activities.

The Board **requested** that staff provide information on feasible options for assisting Ouruhia School in their request to provide a safe environment for pupils on foot wishing to cross Marshland Road at the bend at 705/755 Marshland Road, to access the Ouruhia Hall and Domain facilities at 225 Guthries Road for school activities.

6. COMMUNITY BOARD ADVISER'S UPDATE

The Board **received** information from the Community Board Adviser on Board related activities, including upcoming meetings and events.

6.1 LOCAL EARTHQUAKE RECOVERY COORDINATION

- Local Earthquake Recovery Coordination (LERC). Staff provided information regarding earthquake recovery matters in the ward.
- The Board **decided** that staff be requested to invite Bede Martin, Christchurch-based project manager, Todd and Tindall Foundations' Earthquake Recovery Funds, to attend the 5 September 2012 Board meeting to enable him to provide an overview of the activities of the Foundations and provide information on the role and localised activity proposed by the Foundations in the Shirley ward area.

7. ELECTED MEMBERS' INFORMATION EXCHANGE

- It was agreed to discuss the results of the Chairperson's Board Member Survey at the 5 September 2012 Board meeting.
- The Board **decided** that in the interests of pedestrian safety, staff be requested to consider relocating the bike stand on the south west corner of the Main North and Sawyers Arms Roads intersection along the footpath, approximately 38 metres south west, by Countdown Supermarket.
- Touch Canterbury had requested a letter of support from the Board for use when lodging funding applications. The Board **decided** that the request be referred to the Metropolitan Funding Committee for consideration as the Board had no funding history with Touch Canterbury.
- The Board reflected on their recent successful meeting with local School Principals, noting the following key points that arose from that:
 - behavioural issues for new primary school entrants have risen significantly
 - schools are keen to stay engaged with the Board/Council
 - schools would appreciate advice around the timing of major housing developments within the ward
 - structured weekend activities for pupils were needed in the Shirley/Mairehau areas
 - recognition was required for the excellent work of teachers in dealing with post-earthquake stress and other issues within the school environment
 - the Board will consider how they could best liaise with schools.
- St Albans Community Conversation – the second consultation with St Alban's residents had taken place. An agreed group of core stakeholders were working on a community vision which would be considered at a facilitated meeting in September 2012, which would consider the means by which the vision could be delivered.

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Shirley/Papanui Community Board 15. 8. 2012

8. QUESTIONS UNDER STANDING ORDERS

Nil.

PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD**9. CONFIRMATION OF MEETING MINUTES – 18 JULY 2012**

The Board **resolved** that the minutes of its ordinary meeting of Wednesday 1 August 2012 be confirmed.

10. APPLICATION TO THE SHIRLEY/PAPANUI COMMUNITY BOARD'S POSITIVE YOUTH DEVELOPMENT FUND – ASHLEIGH JAYNE DAVIDSON, MAIREHAU HIGH SCHOOL SENIOR BOYS BASKETBALL TEAM, REBECCA LEANNE LAU AND EMMANUEL CHRISTIAN SCHOOL

The Board considered a report seeking approval for funding from the Shirley/Papanui Community Board's 2012/13 Positive Youth Development Fund to Ashleigh Jayne Davidson, Mairehau High School Senior Boys Basketball Team, Rebecca Leanne Lau and Emmanuel Christian School.

STAFF RECOMMENDATION

It is recommended that the Shirley/Papanui Community make the following allocations to each of the applicants:

- (a) Ashleigh Jayne Davidson:
\$200 from 2012/13 Positive Youth Development Scheme to represent Canterbury Women's Ice Hockey at the National Ice Hockey tournament in Auckland from Thursday 30 August to Sunday 2 September 2012.
- (b) Mairehau High School Senior Boys Basketball team:
\$1,200 from 2012/13 Positive Youth Development Scheme to assist with the costs of Takere Wihongi-Low, Scott Baker, Daylion Bell, Zack Huang, Jarden Pouwhare, Nuku Ngatamariki, Jamie Roberts, Junior Tiatoa and Kaa Tuakanakore to attend the Basketball New Zealand South Island National Qualifying Tournament (Premiership) being held in Westport from 5 to 7 September 2012.
- (c) Rebecca Leanne Lau:
\$200 from 2012/13 Positive Youth Development Scheme to assist her with the costs of attending the 2012 New Zealand National Figure Skating Championships which are being held in Auckland from 28 September to 2 October 2012.
- (d) Emmanuel Christian School:
That this application be declined as the camp is part of the school's outdoor education curriculum.

BOARD DECISION

The Board **resolved**:

- (a) That staff recommendations a, b and c be adopted.

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- (b) Emmanuel Christian School:
That the two Emmanuel Christian School students identified as most in need be allocated \$150 each (\$300 total) from the 2012/13 Positive Youth Development Scheme to assist them to attend a three day outdoor pursuits course at Boyle River from 16 to 18 August 2012; and that the application for the remaining 4 pupils from the school for funding for this course be declined.

(Note: Ngaire and Anna Button declared a conflict of interest with regard to item (d) and took no part in discussion or voting on the matter.)

11. COMMUNITY BOARD ADVISER'S UPDATE (CONT'D)

11.1 SUBMISSION TO THE DRAFT CHRISTCHURCH TRANSPORT PLAN 2012 - 2042

The Board **resolved** to approve the submission to the Council's Draft Christchurch Transport Plan 2012 – 2042 as attached to the Community Board Adviser's update, subject to agreed amendments.

The meeting concluded at 5.40pm.

CONFIRMED THIS 5TH DAY OF SEPTEMBER 2012

**CHRIS MENE
CHAIRPERSON**



COUNCIL 13. 9. 2012

**19. REPORT FROM THE AUDIT AND RISK MANAGEMENT SUBCOMMITTEE:
CHRISTCHURCH CITY COUNCIL PROCUREMENT POLICY**

General Manager responsible:	General Manager Corporate Services, DDI 941-8540
Officer responsible:	Procurement and Purchasing Manager
Author:	Alistair Harbrow – Manager Procurement and Purchasing

PURPOSE OF REPORT

1. The purpose of this report is to seek the Council's agreement to:
 - (a) Adopt the Procurement Policy.
 - (b) Rescind two existing policies relating to:
 - Tendering – preference of local firms (25 June 1990)
 - Tendering – preference for New Zealand produced goods (19 November 1990).
 - (c) Agree that staff should report to the Corporate and Financial Committee on a quarterly basis on:
 - Operational contracts for goods and services more than \$50,000 which have not gone to market and the reasons for this
 - Capital works contracts more than \$500,000 which have not gone to market and the reasons for this
 - Quarterly expenditure against each supplier within each Panel.
 - (d) Agree to the application of the recommended guidelines for purchases below \$50,000.

EXECUTIVE SUMMARY

Purpose of the Procurement Policy (Appendix 1)

2. Note that the Procurement Policy attached as **Appendix 1** incorporates feedback from a Council workshop, held on 22 May 2012 and from the Canterbury Development Corporation (CDC) received in July 2012.
3. Procurement plays an important role in the delivery of the Council's outcomes. It is important for the Council to have a clear set of governing principles to be used alongside relevant legislation and current delegated financial authority. A Procurement Policy document has been developed, which is externally facing and incorporates the standards and recommendations of relevant legislation and central government guidelines and policies. The Procurement Policy will provide:
 - (a) Christchurch residents with visibility and transparency of the purchasing and procurement policies and principles that Councillors expect Council staff to operate within
 - (b) a clear direction and common understanding to management and staff in relation to the Council's procurement and purchasing function
 - (c) a set of guiding principles when considering a funding arrangement with a third party

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- (d) a decision framework within which Council staff can set robust procurement strategies and detailed procedures
- (e) a key foundation to governing the use of public funds when procuring goods or services.

Why is the Procurement Policy Required?

4. The Council requires the ability to procure goods, services and works to deliver the levels of service and capital projects in the Long Term Plan.
5. Procurement and contract management is a significant activity of the Council. Pre-earthquake, the Council spent approximately \$350-\$400 million per annum on external goods, services and works. Estimated spend for this financial year is \$700-\$800 million. Since 2009, procurement and contract management has been recognised as a key lever in driving value for money and has been an area of focus for management. Before 2009, the Council's procurement function had been assessed by Internal Audit and areas for improvement identified, including the establishment of a policy agreed by the Council and clarifying the internal business rules for procurement. The Policy would ensure that the Council exercises its governance responsibility with regards to the organisation's procurement activity and allows management to set business rules, processes and procedures consistent with this direction.
6. The Council procures a wide range of goods and services from an array of different markets. Given the value, size, complexity and opportunities for improvement in procurement within the Council, it is important for the Council to have a robust governance and framework to work within. This will allow staff to also make well considered value and risk decisions.

What is the Current State?

7. Responsibility for procurement and contracting activities is shared between individual business units and budget holders, and the shared services of Procurement and Purchasing, Finance and Legal Services units. Following the Council's approval, responsibility for budgets rests with individual business units (e.g. City Water and Waste, Transport and Greenspace). When a service renewal or new contract for services is required, the Procurement and Purchasing department (alongside the business unit), manages the procurement process, in accordance with delegated authority, legislative and best procurement practice protocols.
8. Under the Activity Management Plan for 2011/12 the Council has an agreed level of service for procurement. The agreed level is that 90 percent of goods and services more than \$50,000 are put to the market through a Request for Proposals /Request for Tender (RFP/RFT) process (excluding purchases associated with emergency response and recovery activities where justification is approved within delegated authority). The agreed level is achieved with current performance being 90 percent.
9. Since 2009, staff have focused on raising awareness of good practice procurement and the benefits that it returns, providing training and coaching to business units, and establishing new best-practice contracts for our larger areas of spend (such as roading and greenspace maintenance).
10. Utilisation of good practices in the Council's purchasing and procurement have seen improvements in the following areas:
 - Earlier and greater engagement with business units as to their forecasted and planned procurement needs.

COUNCIL 13. 9. 2012

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- An agreed phased implementation of a new, automated Contract Management System (BIW) that will improve contract management and administration workflow, compliance with contractual parameters and the facilitation of the new Panel Agreements.
 - A more strategic approach to procurement across the Council leveraging off better scale and scope economies and efficiencies.
 - More emphasis of Total Cost of Ownership where the initial capital costs are considered alongside the ongoing operational costs.
 - Alignment and provision of procurement leadership with the Stronger Christchurch Infrastructure Rebuild Team (SCIRT).
11. However, plans to introduce a full strategic approach plus a 'Corporate Framework' of guidelines, processes and templates have been hampered by the earthquakes and are yet to be fully progressed in a co-ordinated manner.
 12. A key part of the co-ordinated approach is having an overarching policy document within which supporting documentation can be produced and within which Council staff will operate. On this basis, the tendering policies as listed in paragraph 2 above have been incorporated into the Procurement Policy and are no longer required as separate policies.
 13. In the initial report intended for the Council on 28 June a third policy was put forward to be rescinded, 'Tendering – sustainability consideration Timber from Tropical Rainforests (1991)'. Feedback has indicated that there are further considerations required and it has been decided to leave the policy in place and address any changes and improvements relating to this in the new year. However, it is important to proceed with the Procurement Policy now to ensure that the Council establishes clear principles which management can implement.

Proposed Changes to Procurement Delegated Authority and Level of Service

14. Whilst developing the draft Procurement Policy, it became evident that the delegations for procurement may require amendment to better support the intent of the Procurement Policy.
15. Staff identified that there is currently a lack of clarity regarding delegations where Panel Agreements are entered into and where the overall value of these may exceed \$500,000 over time. Staff therefore recommend that all Panel Agreements are presented to the Council for approval. Note that any individual contracts/statements of work within Panel Agreements must still comply with agreed delegated authority, e.g. more than \$500,000 is approved by the Council.
16. Staff also identified that there are currently no explicit levels of service which require capital works to go to market through a RFP/RFT process. Staff recommend that this is set at \$500,000 which will allow minor capital works (largely renewals) to be completed under existing supply contracts.
17. To provide surety and visibility around compliance to delegations, staff recommend that the following is reported to the Council Corporate and Financial Committee on a quarterly basis:
 - Operational goods and services contracts more than \$50,000 which have not gone to market and the reasons for this.
 - Capital works contracts more than \$500,000 which have not gone to market and the reasons for this.
 - Quarterly expenditure against each supplier within each Panel.

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18. To provide surety that staff are providing fair and equitable opportunity to suppliers and that staff are getting best value for money, it is recommended that the following guidelines will be implemented and/or reinforced:
- Where the purchase is less than \$1,000 and there is a suitable preferred supplier in place, staff must use this/these suppliers. Where there is no supplier in place, staff should use discretion in accordance with the Procurement Policy.
 - Where the purchase is \$1,000 to \$5,000 and there is no suitable preferred supplier, staff will obtain three verbal quotes which will be recorded.
 - Where the purchase is \$5,000 to \$49,999, staff will obtain at least three written quotes.

FINANCIAL IMPLICATIONS

19. None.

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

20. Not applicable.

LEGAL CONSIDERATIONS

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

21. Any Council procurement policy must align with all relevant legislation (i.e. Local Government Act 2002, Fair Trading Act 1986) and government policies (i.e. Policy Guide for Purchasers issued by the Ministry of Economic Development) in particular those which relate to local government bodies. The Procurement Policy attached as Appendix 1 incorporates the above standards as well as the recommendations of the Office of the Auditor General procurement guidelines and the recommendations of the Commerce Commission.
22. The proposed Procurement Policy requires Council staff and management to act in a fair, open and unbiased manner and encourages an open tender process which reduces the risk of fraud, impropriety and judicial review.
23. In addition, the proposed Policy establishes a process which will assist in achieving the Council's standards for contractual documentation and risk management.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

24. Aligns with Activity Management Plan 2011/12.

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

25. Not applicable.

ALIGNMENT WITH STRATEGIES

26. Not applicable.

Do the recommendations align with the Council's strategies?

27. Not applicable.

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CONSULTATION FULFILMENT

28. Not applicable.

STAFF RECOMMENDATION

That the Council:

- (a) Adopts the Procurement Policy as attached in Appendix 1.
- (b) Agrees that staff report to the Corporate and Financial Committee on a quarterly basis on:
 - (i) Operational goods and services contracts more than \$50,000 which have not gone to market and the reasons for this
 - (ii) Capital works contracts more than \$500,000 which have not gone to market and the reasons for this
 - (iii) Quarterly expenditure against each supplier within each Panel.
- (c) Rescinds the following Council policies:
 - (i) Tendering – preference of local firms (25 June 1990)
 - (ii) Tendering – preference for New Zealand produced goods (19 November 1990).
- (d) Agrees to the application of the following business rules for purchases below \$50,000:
 - (i) Where the purchase is less than \$1,000 and there is a suitable preferred supplier in place, staff must use this/these suppliers. Where there is no supplier in place, staff should use discretion in accordance with the Procurement Policy.
 - (ii) Where the purchase is \$1,000 to \$5,000 and there is no suitable preferred supplier, staff will obtain three verbal quotes which will be recorded.
 - (iii) Where the purchase is \$5,000 to \$49,999, staff will obtain at least three written quotes.

SUBCOMMITTEE CONSIDERATION

On the motion of Councillor Buck, moved by way of amendment to clause (d):

- (i) Where the purchase is less than \$5,000 and there is a suitable preferred supplier in place, staff must use this/these suppliers. Where there is no supplier in place, staff should use discretion in accordance with the Procurement Policy.
- (ii) Where the purchase is \$5,000 to \$10,000 and there is no suitable preferred supplier, staff will obtain three verbal quotes which will be recorded.
- (iii) Where the purchase is \$10,000 to \$50,000, staff will obtain at least three written quotes.

The amendment was seconded by Councillor Broughton and when put to the vote was declared **lost**.

COUNCIL 13. 9. 2012**19 Cont'd****SUBCOMMITTEE RECOMMENDATION**

That the Council:

- (a) Adopts the Procurement Policy in **Appendix 1**, subject to the following changes:
 - (i) in Section 4 adding Purchasing cards as a further bullet point less than
 - (ii) in Section 5.6 adding a further bullet point:
 - *An active preference within a small financial cost for local firms for the supply of goods and services, based on whole of life costs.*
- (b) Agrees that staff should report to the Audit and Risk Management Subcommittee on a quarterly basis on:
 - (i) operational goods and services contracts more than \$50,000 which have not gone to market and the reasons for this
 - (ii) capital works contracts more than \$500,000 which have not gone to market and the reasons for this
 - (iii) quarterly expenditure against each supplier within each Panel.
- (c) Agrees that procurement is audited on an annual basis and reported back the Audit and Risk Management Subcommittee.
- (d) Rescinds the following Council policies:
 - (i) Tendering – preference of local firms (25 June 1990)
 - (ii) Tendering – preference for New Zealand produced goods (19 November 1990).
- (e) Agrees to the application of the following business rules for purchases below \$50,000:
 - (i) Where the purchase is less than \$1,000 and there is a suitable preferred supplier in place, staff must use this/these suppliers. Where there is no supplier in place, staff should use discretion in accordance with the Procurement Policy.
 - (ii) Where the purchase is \$1,000 to \$5,000 and there is no suitable preferred supplier, staff will obtain three verbal quotes which will be recorded.
 - (iii) Where the purchase is \$5,000 to \$49,999, and there is a no suitable preferred supplier in place, staff will obtain at least three written quotes.

Proposed Procurement Policy, September 2012.

CHRISTCHURCH CITY COUNCIL - PROCUREMENT POLICY

1. Introduction

The Christchurch City Council (the Council) is a territorial local authority with obligations to its ratepayers and the public as defined under the Local Government Act 2002.

Procurement plays an important role in the delivery of Council outcomes, with a wide variety of goods, services and works being purchased from third party suppliers.

The Council recognises that it is a significant user of public money, and that the expenditure of this money has a significant impact on the local and domestic economy and the overall performance of the Council.

2. Purpose

This Procurement Policy states the procurement principles of the Council, and aims to:

- Inform Council staff, and those acting on behalf of the Council, of the objectives, behaviours and principles appropriate when conducting procurement
- Encourage a common understanding and consistent management practice across the Council organisation to realise procurement-related benefits
- Promote transparency in how the Council manages its procurement
- Ensure procurement practices are always consistent with legislation
- Provide a framework for common understanding of Council procurement practices for potential vendors.

3. Definitions and Scope

The Council requires the organisational procurement function to procure goods, services and works to deliver the levels of service and capital projects in the Long Term Plan.

Procurement and contract management is a significant activity of the Council. The Council procures a wide range of goods, services and works from an array of different markets. The requirements are diverse and complex, ranging from major and minor contracts with long term partnerships (e.g. roading, facilities management, recruitment and travel) to one off purchases.

This Procurement Policy will allow staff, whilst working within legislation, to also make well considered value and risk decisions by working to the Procurement Policy guidelines.

Proposed Procurement Policy, September 2012.

4. Alignment

The Procurement Policy is aligned to the following policies and legislation:

- Christchurch City Council Code of Conduct
- Christchurch City Council Supply Chain Sustainability Policy (2003)
- Christchurch City Council Policy Tendering – sustainability consideration Timber from Tropical Rainforests (1991)
- Christchurch City Council Corporate Environmental Policy statement (1997)
- Christchurch City Council Sustainability Policy framework (2008)
- Christchurch City Council Conflicts of Interest – Template (used in evaluation processes)
- Controller and Auditor-General's Procurement Guidance for Public Entities, June 2008
- Mandatory Rules for Procurement by Departments (Endorsed by Cabinet 18/04/06)
- Policy Guide for Purchasers issued by the Ministry of Economic Development
- Principles of Best Practice: Construction Procurement in New Zealand issued by the New Zealand Construction Industry Council
- Any such other government policies on procurement which are applicable to local government bodies
- Applicable legislation, including the Local Government Act 2002, the Fair Trading Act 1986, the Official Information Act 1982, Local Government Official Information and Meetings Act 1987.

5. Procurement Policy Parameters, Objectives and Application

The objectives of the Procurement Policy are to provide clear direction to management and staff in relation to the procurement and purchasing function and establishes a decision framework that:

- Ensures purchases are made in a transparent and accountable manner
- Delivers best value through the most appropriate service provider
- Ensures open and effective competition
- Supports sustainability
- Appropriately manages risk e.g. contractual, financial and sustainability
- Promotes efficient purchasing practices and their continuous improvement
- Encourages local suppliers and manufacturers
- Ensures Council's purchasing activities are in accordance with its legal responsibilities.

The Council expects all staff and business units to be guided in their procurement of goods, services and works by the sensible application of the following principles and procurement policies.

Proposed Procurement Policy, September 2012.

5.1 Transparency and accountability

The Council is accountable for the use of public money through procurement, and must be able to give complete and accurate accounts of how public funds have been used and contracts awarded. This will be achieved by:

- Following consistent processes and procedures that are in line with accepted good practice for public sector organisations and allow for transparency of decision-making
- Maintaining appropriate records and minutes relating to procurement activities that allow for subsequent review of the decision making process
- Conducting all procurement in a fair, consistent, accurate and unbiased manner, acting in good faith
- Ensuring Council is only involved in the procurement of goods, works or services where budget provision has been made through the LTP / Annual Plan process, or by specific Council resolution
- Ensuring that where Council is procuring goods, works or services which require non-budgeted expenditure the rationale is clearly documented and the expenditure is approved by the appropriate delegated authority
- All procurement decisions and commitments being made in accordance with delegations recorded in the Delegations Register
- Not accepting gifts or gratuities from prospective suppliers who are actively tendering or negotiating for Council contracts
- Declaring all personal interests that may affect (or could be perceived to affect) their impartiality, consistent with the Conflict of Interest Policy and Procedure (a disclosure is used in evaluation processes).

5.2 Value for money

The Council has a responsibility to manage its resources in an effective and efficient manner. Council will seek the best possible outcome for the total cost of ownership (or whole of life cost). This will be achieved by:

- Basing procurement decisions on whole-of-life costs (or total cost of ownership) rather than just consideration of the lowest price
- Including an appropriate balance of financial and non-financial (eg. functional, technical, environmental, quality, performance, risk etc) selection criteria in procurement decision making
- Subjecting proposals and tenders received by suppliers to robust evaluation processes, including benchmarking, and / or comparison of value between proposals or bids
- Periodically reviewing and benchmarking Council's supply arrangements, to ensure best value is being achieved
- Selecting procurement methods and forms of contract that are appropriate to the scale (value risk and complexity) of the Council's requirements
- Ensuring that suppliers acknowledge and agree that any disbursements, surcharges or margins invoiced to Council must be an identifiable cost relating to the respective project and pre-approved by Council in writing.

Proposed Procurement Policy, September 2012.

5.3 Thinking strategically and acting as one organisation

When making procurement decisions the Council will consider long term benefits, economic impacts, consequences and implications to the whole organisation and wider community. Council business units are expected to act collaboratively, to leverage supply requirements and achieve best value. This will be supported by:

- Forward planning procurement activities and contract expiries to ensure sufficient time is allowed and appropriate resources are available
- Ensuring that staff with the responsibility for managing and overseeing procurement activities are suitably skilled and experienced, and external advice and capability is utilised when appropriate
- Ensuring that suppliers enter into Council's standard terms and conditions at all times. Any material terms and conditions proposed by suppliers and any material variations to Council's standard terms and conditions shall be reviewed and approved by Legal Services before Council execution.
- Ensuring that if Council engages a third party to procure goods, services or works on Council's behalf, that third party adheres to this Procurement Policy.
- Asking suppliers to apply innovative thinking and provide advice to Council to ensure continuous improvement of goods, services and works procured.

5.4 Effective market competition

The Council recognises that the development of competitive supply markets will ensure sustainable sources of supply, and where mature markets exist a competitive procurement process is likely to result in a better procurement outcome for Council. Therefore, all qualified suppliers must have a reasonable opportunity to participate in all Council procurements. This will be achieved by:

- Ensuring that Council's default position is to engage suppliers by way of an open tender unless there is good reason to do otherwise and such rationale is clearly recorded and authorised by staff with the appropriate delegated authority.
- Ensuring that at the expiry of the contract term, the goods, services or works required by Council are re-tendered and the contract is not automatically rolled over unless there is good reason to do so and such rationale is clearly recorded and authorised by staff with the appropriate delegated authority.

5.5 Emergency Procurement

In an emergency, it may not be possible to satisfy the principle of open and effective competition throughout the procurement process. Parts of the procurement process may therefore be dispensed with to react quickly to genuinely unforeseen urgent circumstances. Relevant criteria are:

- Life, property or equipment is immediately at risk; or
- Standards of public health, welfare or safety need to be re-established without delay (such as disaster relief).

The Council must still act lawfully and with integrity, be prepared to account for all emergency procurements and act within delegated authority. The Council acknowledges that in emergency situations there can be a higher risk

Proposed Procurement Policy, September 2012.

of fraud, bribery, corruption and inflated prices. Council will seek to take action to safeguard against these possibilities.

5.6 Local supply

The Council will be a fair, but demanding buyer who will purchase from competitive suppliers where they offer best value for money. The Council will seek to promote the Christchurch economy through providing full and fair opportunity to compete for Council business. This will be achieved by:

- Ensuring local suppliers are included within invitations to tender and quote whenever practical
- Publishing a schedule of planned procurement opportunities on the Council website, and publicly advertising tender opportunities when appropriate
- Considering potential commercial and practical advantages in purchasing locally produced goods and services
- Considering local economic implications when planning major procurement activities and packaging work for contracts.

Having given local suppliers full and fair opportunity and assessed any commercial and practical value for money advantages associated with local supply, Council will buy from the best source available, according to its own judgement of all costs, benefits and overall value for money.

5.7 Sustainability

The Council will seek to use its procurement activity to promote sustainable and viable business practices that balance the delivery of economic, environmental, social and cultural outcomes. This will be achieved by:

- Giving preference, where it is practicable and affordable and can be appropriately assessed, to suppliers or contractors who can show that they are actively working towards the preferences set out in the Council's Supply Chain Sustainability Policy

5.8 The value of relationships

The Council recognises the value of effective and honest relationships with suppliers and other stakeholders involved in procurement activities. Developing long term and mutually beneficial relationships with key suppliers and commercial partners will support Council in achieving best value. Council will actively manage contracts and relationships, to sustain and increase supplier performance through the full contract term.

Proposed Procurement Policy, September 2012.

5.9 Fairness and lawfulness

As a public entity, the Council's overriding and fundamental public law obligation is always to act fairly and reasonably. The Council must at all times comply with all relevant and applicable legislation.

The Council must not, except to the extent required by law (Official Information Act 1982 and Local Government Official Information and Meetings Act 1987), disclose confidential information that would prejudice legitimate commercial interests of a particular supplier or might prejudice fair competition between suppliers, without the written authorisation of the supplier that provided the information.

Staff should seek legal advice on how to reconcile duties of this nature with Council's contractual or common law obligations to maintain commercial confidentiality.

5.10 Practical considerations

When deciding how to give effect to this Procurement Policy the Council will consider the following:

- The procurement requirements and resulting contractual arrangements should be as simple and practical as possible, considering the amounts involved, the complexity, and the level of risk. It is appropriate to consider compliance costs for both parties, and seek to reduce them where possible
- The contractual arrangements may need to fit with the overall context of a more general relationship the external party may have with the Council or other relevant local government and government organisations
- The Council will identify the risks of the procurement process and contractual agreement and consider how to manage those risks. The key is to get the right balance between risk and expected benefit, and to do so consciously
- Where a significant risk is identified or there are significant issues with respect to contractual terms, staff are required to obtain guidance and approval from Council's Legal Services Unit before proceeding with procurement.

6. References

- New Zealand Transport Agency's Procurement Manual
 - Auckland Council Draft Procurement Policy July 2011
 - Wellington City Council Draft Procurement Policy March 2010
 - All policies and documents referred to in paragraph '4. Alignment'
-

Proposed Procurement Policy, September 2012.

Approval Date: Council Meeting - xx/xx/2012

Review Date: 5 years or earlier if required

Next review date: xx/xx/2017

Owning Unit: Corporate Support

DRAFT



COUNCIL 13. 9. 2012

**COMMUNITY, RECREATION AND CULTURE COMMITTEE
21 AUGUST 2012**

**A meeting of the Community, Recreation and Culture Committee
was held in Committee Room 2
on Tuesday 21 August 2012 at 2.30pm.**

PRESENT: Councillor Yani Johanson (Chairperson),
Councillors Peter Beck, Helen Broughton, Tim Carter, Barry Corbett, Jimmy Chen,
Jamie Gough, and Glenn Livingstone.

APOLOGIES: Councillor Broughton left at 3.45pm and was absent for clauses 2.3, 4.2 and 4.3.

Councillor Carter left at 4.08pm and was absent for Clause 2.

Councillor Corbett left at 4.08pm and was absent for Clause 2.

The Committee reports that:

PART A - MATTERS REQUIRING A COUNCIL DECISION

1. COMMUNITY BOARD RESOURCES FOR EARTHQUAKE RECOVERY

General Manager responsible:	General Manager Community Services, DDI 941 8607
Officer responsible:	Community Support Manager
Author:	Carolyn Gallagher, Unit Manager Community Support

PURPOSE OF REPORT

1. This report provides a response to the following Council resolution of 26 June 2012:
 - (a) *That the Council get an urgent report back on the provision of support for community boards as per the Community Board Chairpersons' deputation to the Council and submission to the annual plan.*
 - (b) *That the Council include an additional \$300,000 for the 2012/13 year to support earthquake response at community board level.*

EXECUTIVE SUMMARY

2. A "Community Board Communications Adviser" to be contracted for the 2012/13 year to supply content for seven ward based web pages. Working with the Community Board Advisers and Community Boards, this Communications Adviser would supply ongoing, current information on these web pages to include the latest news on Council activities, including earthquake recovery, in each Ward, for example the current status of the Facilities Rebuild Project, the latest Stronger Christchurch Infrastructure Recovery Team (SCIRT) repairs, Canterbury Earthquake Recovery Authority (CERA) updates etc, agendas for the local Community Boards, contact details for the local Community Board, the Council and Community Board activities, projects and events.

COUNCIL 13. 9. 2012**Community, Recreation and Culture Committee 21. 8. 2012****1 Cont'd**

3. Community Earthquake Coordinators to be contracted for the 2012/13 year to report on progress of community projects or initiatives in relation to earthquake recovery, presenting findings to senior management, community boards, the Council and other council units as directed by the team leader and also to participate in community support and council wide projects as appropriate.

FINANCIAL IMPLICATIONS**Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?**

4. Yes. The Council has already resolved to make provision for \$300,000 in the 2012/13 Annual Plan for the purpose of supporting earthquake response at community board level.

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

5. Yes. There are no legal implications arising from the recommendations of this report.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?**

6. Yes, specifically Democracy and Governance – City Governance and Decision-making, with reference to staff support and advice to elected members. Community Support, Yes - see page 172 in the LTCCP.

ALIGNMENT WITH STRATEGIES**Do the recommendations align with the Council's strategies?**

7. Strengthening Communities Strategy 2007 Goal 1, 2, 3 and 4.

CONSULTATION FULFILMENT

8. There have been ongoing discussions between staff and the Community Board Chairpersons over the past few months on the issue of local recovery and resources for the Boards' role in that recovery. The specific recommendations of this report are to be discussed at a Community Board Chairpersons and Staff Forum held on 27 July, and as this report will be completed prior to that Forum the Chairpersons' feedback will be reported separately to the Council.

STAFF RECOMMENDATION

That the Council agree to the following expenditure from the \$300,000 set aside in the 2012/13 Annual Plan to support earthquake response at Community Board level:

- (a) \$75,000 for the employment of a Community Board Communications Adviser to 30 June 2013.
- (b) \$225,000 for the employment of Community Earthquake Coordinators to 30 June 2013.

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COMMITTEE RECOMMENDATION

That the Council agree to the following expenditure from the \$300,000 set aside in the 2012/3 Annual Plan to support earthquake response at Community Board level:

- (a) \$300,000 for the employment of Earthquake Recovery Community Advocates, for a minimum of a 12 month period.
- (b) Noting that the impact of the earthquake has been much worse in some wards than others, that the advocates be allocated to Community Boards on the following basis:
 - 1 full time employee – Burwood-Pegasus
 - 1 full time employee – Hagley-Ferrymead
 - 1 full time employee - Spreydon-Heathcote / Lyttelton-Mt Herbert
 - 1 full time employee - Riccarton-Wigram / Shirley-Papanui / Fendalton-Waimari
- (c) That a higher priority be given to community board resolutions and reports, and requests the Chief Executive Officer to implement a reporting structure that gives effect to this recommendation.
- (d) That the Position Descriptions be adopted following feedback from Community Boards Chairpersons.
- (e) That communications resource to provide support to Community Boards be considered as part of the Communications Audit Review response.
- (f) Ensure that written reports on Local earthquake recovery coordination (LERC) meetings are given to Community Boards and that from time to time Elected Members be invited to attend.

(Note: Councillor Gough requested that his vote against (b) and (e) be recorded)

BACKGROUND

9. At the Council meeting of 15 March 2012 the Community Board Chairpersons presented a report on the issue "Achieving Best Practice for Christchurch's Community Boards to Develop Community Wellbeing Coordination in Post Earthquake Recovery". The Board Chairpersons recommended that the Council adopt the Christchurch Community Boards' Plan 2012 as follows:

- i) Urgently obtain local Service Centre facilities, including Community Board meeting rooms accessible to the community where none exist at present*
- ii) Community Boards be resourced to develop Ward Community wellbeing coordination in post earthquake recovery; assessing local needs, implementing recovery from Ward Profiles, focusing on Ward facilities and strengthening social wellbeing in a community centred recovery*
- iii) Empower the work of the Boards by providing Ward Community Board Earthquake Recovery Coordinators and increase responsibility to roles aligned to this initiative at Service Centres so Boards can be proactive to lead public participation in shaping the recovery in local areas*
- iv) The Ward Community Board Earthquake Recovery Coordinators could be partially funded through a partnership with CERA*
- v) The emphasis of staff at service centre level should be on effective implementation of locally centred decision-making reflecting s52 of the Local Government Act."*

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10. Seven of the eight Community Boards supported the above recommendation. After discussing the report the Council resolved that "Community Board Chairpersons and the Mayor/Deputy Mayor urgently meet with the General Manager Community Services and the General Manager Regulation and Democracy Services to discuss a way forward and report back to the Council at the 5 April 2012 Council Meeting".
11. The Mayor, Deputy Mayor and General Managers met with the Community Board Chairpersons on 23 March and 20 April 2012. The Board Chairpersons were asked to identify their priorities for earthquake recovery in their wards so that staff could assess whether there were any gaps in support provided to the Boards and the latter's local communities around recovery issues. Over 100 priorities were raised by the Board Chairpersons in response to that request, and staff have responded to the Boards on most of those issues to indicate whether or how they are being addressed, however there were some issues that did not relate directly to earthquake recovery. These responses have been provided either directly to the Board Chairpersons (in April) or via the responses to the Boards' Annual Plan submissions (in June). There remains a small number of issues that staff are still working through, which have been placed on the monthly resolutions tracking table.
12. At the time of the Draft Annual Plan hearings, staff had not yet reported back to the Council on its resolution outlined in paragraph 13, as discussions were still continuing with Board Chairpersons on identifying their specific priorities and whether additional resources were needed or whether staff could assist within the current recovery framework and resources. Some initiatives have been underway over the past few months to partially address the Board Chairpersons' concerns; specifically in the areas of local recovery coordination, and communications. More details are provided below.
13. **Attachment 1** of this report contains the submission of the Community Board Chairpersons on the Draft Annual Plan. Key themes raised by this submission, and that of many of the Board recovery priorities that the Chairpersons have previously provided to staff, are addressed below.

Request for Additional Resources for Ward Coordination

14. The Chairpersons have called for the "development of more detailed Community Board strategies and coordination of action in their communities and at street level for post-earthquake recovery, redesign and redevelopment". The Chairpersons have requested a "decentralised structure with ward based action", and funding of "ward based dedicated earthquake recovery coordinators", for community led recovery.
15. Currently there are centralised recovery frameworks in place for key Council or CERA initiatives such as the Council Facilities Rebuild Plan, the SCIRT work programme, and CERA's Community Resilience Programme (implemented through the CERA Engagement Strategy and Framework). Council's resources – staff and finance – are currently committed to working within these frameworks, which ensures prioritisation of resources on a city wide basis. This approach is not "top down"; rather local communities including Community Boards have and will continue to have, multiple opportunities for to input their views and priorities into future plans. It is acknowledged that gaps are emerging as frameworks are coming into place.
16. Currently there are a number of locally based staff at Service Centres that work with the Community Boards to advise and support them on their advocacy and decision-making roles.
17. CERA has recently appointed local Relationship Managers whose role is to:
 - help build and support community capacity, resilience, confidence and leadership so local communities can play a key role in recovery
 - encourage widespread participation by neighbourhoods and communities' in planning, leading and implementing their own recovery
 - ensure effective coordination of psychosocial support to vulnerable people.

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18. Local earthquake recovery coordination meetings (LERC) have been set up by CCC staff. The purpose of these monthly meetings is to share information, coordinate and feed information back to the Community Boards and CCC/CERA on matters relating to earthquake recovery coordination in each ward. The meetings provide opportunities to identify potential projects or activities for collaboration/follow-up that the Boards are interested in, alert staff and Boards to issues, and provide updates. These meetings have started and Board Advisers are reporting back to Boards on issues discussed or actioned. A key intention is for these meetings to identify any gaps in recovery efforts that are not being addressed.
19. The Strengthening Communities Advisory staff currently have a range of activities underway in wards that are focused on building community resilience and recovery. Engaging in the community is a high priority and to this end the Community Support Unit have documented and mapped local profiles in 54 zones across Christchurch board areas, in addition sector based profiles have been produced such as older adults, disabilities, multicultural, children and youth, safety and arts. The profiles measure various demographics, social networks, pre and post earthquake issues and social capital. They are a resource to prioritise key information about local Christchurch communities and a framework to measure wellbeing, social capital and resilience at a local level and a tool to inform decision makers. The profiles build a detailed picture of what Christchurch communities experienced post quake and determine what needs to be done.
20. Staff are also currently working on a plan to bring a series of Community Conversations to a number of locations across the city. These conversations will enable the community and community boards to highlight risks and opportunities and give leaders within these communities a focus on recovery efforts. It is intended that the Community Conversation will supply information to be integrated into Community Ward Profiles.
21. After reviewing all of the priorities for recovery expressed by the Community Board Chairpersons, and taking into account the work that is currently underway by Council staff. Staff perceive there are key areas that require further consideration on whether additional resources are needed:
 - (a) More targeted information/communications at a Ward level on the Council's recovery activities:
 - A key theme running through the Board Chairpersons' recovery priorities is one of communication; the need for more timely, up to date information on recovery activities at a Ward level. There is a considerable amount of information to elected members that is available from CERA, the Council and other agencies involved in recovery. Much of it is received by email or on the Council's agenda papers and it can be difficult to keep track of developments, particularly those that have an impact at a Ward level.
 - Staff have recently refreshed the content of the Elected Members Intranet to ensure it includes up to date information on earthquake recovery and other key Council activities. Staff have also refined how Boards can provide regular local updates for the public to be published on the Council's website, on the relevant Community Board page.
 - What has not yet been actioned due to resource constraints is pulling together all of the recovery information on a Ward specific basis. A significant amount of time would be required for staff to pull this information together. It is therefore proposed that resources for that purpose be funded by the \$300,000 set aside in the Annual Plan 2012/13, as follows:
 - (i) "Community Board Communications Adviser" to be contracted for the 2012/13 year to supply content for seven ward based web pages, at a cost of \$75,000

COUNCIL 13. 9. 2012**Community, Recreation and Culture Committee 21. 8. 2012****1 Cont'd**

- (ii) Working with the Community Board Advisers and Community Boards, this Communications Adviser would supply ongoing, current information on these web pages to include the latest news on Council activities, including earthquake recovery, in each Ward, for example the current status of the Facilities Rebuild Project, the latest SCIRT repairs, CERA updates etc, agendas for the local Community Boards, contact details for the local Community Board, Council and Community Board activities, projects and events.
 - Employing this additional communications resource as outlined above will be a positive step in terms of addressing some of the findings of the Communications Audit that relate to accessibility and usefulness of information for the public.
- (b) A lack of coordinated information in relation to the local earthquake recovery to community boards and elected members:
- Local earthquake recovery coordination meetings (LERC) have recently been set up by the Council's staff. The purpose of these monthly meetings is to share information, coordinate and feed information back to the Community Boards and the Council/CERA on matters relating to earthquake recovery coordination in each ward. The meetings provide opportunities to identify potential projects or activities for collaboration/follow-up that the Boards are interested in, alert staff and Boards to issues, and provide updates. These meetings are limited by the scope of who is invited.
 - An option to further improve communication could be the employment of Community Earthquake Co-ordinators attached to the Community Support Unit to cover all Boards to facilitate a clearer information flow. While it is important for the success of ongoing coordination that these staff are co-located it is envisaged that most of their time would be focused at ward level. It is therefore proposed that resources for that purpose be funded by the \$300,000 set aside in the Annual Plan 2012/13:
 - Employing Community Earthquake Co-ordinators will make possible the ability to give monthly written and verbal updates to the board on progress and plans from external agencies including MOE, SCIRT, NGO sector, CERA, EQC, Insurance and also extra resource to collate internal projects.
 - Dedicated staff to collate this information will mean faster responses to Board requests that relate to Earthquake recovery, including a single point of responsibility for following up on Board resolutions that relate to the recovery.

PART B - REPORTS FOR INFORMATION**2. COMMUNICATIONS AUDIT REVIEW**

This matter was considered at the Council meeting on 23 August 2012 and will be further considered at a meeting of the Committee on 4 September 2012.

3. REPORT FROM THE CHAIRPERSON OF THE SPREYDON/HEATHCOTE COMMUNITY BOARD - ADDINGTON COMMUNITY HOUSE INCORPORATED - MANUKA COTTAGE

The Committee considered a report from the Chairperson of the Spreydon/Heathcote Community Board relating to a deputation from Addington Community House Incorporated regarding the matter of a replacement building for the operation of Manuka Cottage, given its loss of premises due to earthquake related insurance issues. The Committee also heard a deputation in relation to this matter (refer clause 4.2).

COUNCIL 13. 9. 2012**Community, Recreation and Culture Committee 21. 8. 2012****3 Cont'd**

The Committee **decided** to defer consideration of this item to the Committee meeting on 4 September 2012, pending a report from staff.

4. DEPUTATIONS BY APPOINTMENT**4.1 PHIL CLEARWATER – CHAIRPERSON OF THE SPREYDON/HEATHCOTE COMMUNITY BOARD**

The Committee received a deputation from Phil Clearwater, Chairperson of the Spreydon/Heathcote Community Board, regarding Clause 1– Community Board Resources for Earthquake Recovery.

The Committee's recommendation to the Council in relation to this matter is detailed at clause 1 of this report.

4.2 PHIL CLEARWATER – CHAIRPERSON OF THE SPREYDON/HEATHCOTE COMMUNITY BOARD

The Committee received a deputation from Phil Clearwater, Chairperson of the Spreydon Heathcote Community Board, regarding Clause 3 - Report from the Chairperson of the Spreydon/Heathcote Community Board - Addington Community House Incorporated - Manuka Cottage.

The Committee's consideration of this matter is detailed at clause 3 of this report.

4.3 EVAN SMITH

The Committee received a deputation from Evan Smith regarding the River Festival.

The Committee **decided** to request that staff provide a report to the Committee, at its meeting on 4 September, on how staff can support this event.

The meeting concluded at 4.20pm.

CONSIDERED THIS 13TH DAY OF SEPTEMBER 2012

MAYOR



21. HERITAGE REINSTATEMENT PROGRAMME

General Manager responsible:	General Manager City Environment, DDI: 941-8608
Officer responsible:	Transport & Greenspace Contract Manager
Author:	Matthew Noyes – Heritage Reinstatement Programme Manager

PURPOSE OF REPORT

1. To seek approval from the Council to undertake the post-earthquake permanent repair work for Rolleston House Youth Hostels Association (YHA).



2. The preferred recommendation is to strengthen the building to 67 per cent by deconstructing the chimneys and undertaking compliance and building fabric repairs under the same contract.

EXECUTIVE SUMMARY

3. Rolleston House YHA is of considerable local and regional importance listed as a Group 3 heritage item in the Christchurch City Plan. It has a rich history firstly as a residential residence and then as a hostel accommodation both privately and commercially for over 100 years.
4. The property is owned and insured by the Christchurch City Council. The building has suffered damage in the September 2010, February 2011 and June 2011 earthquakes. Structural damage is typical of a weatherboard construction. This included general cracking of the plaster to walls and ceilings and damage to brick chimneys.
5. To enable early tenant occupation the project was split into two work phases: Phase 1 was to be undertaken to address key hazards and strengthen to 67 per cent New Building Standard (NBS) to enable tenant reoccupation and Phase 2 was to be undertaken to complete the full scope of repair with the tenant in occupation.
6. Phase 1 was completed in January 2012 prior to the Facilities Rebuild Plan and under delegations in place at the time. The chimneys were partially deconstructed, internal linings replaced and the collapsed rear wall removed.
7. After the Phase 1 works an engineering review was undertaken as part of the tenant re-occupation. This review recommended further works. Additional compliance works were also identified to meet the requirements of the building consent.
8. The further works increased the disruption to the tenant and delayed re-occupation.
9. Phase 2 will complete the repairs, the additional structural items and the other compliance works. The works are estimated at a cost of \$182,255 and the insurer has offered support for \$183,175.50.
10. Normal planned maintenance works are currently underway. To avoid remobilisation costs and maintain the commitment to the tenant, the Phase 2 works are being procured and are programmed to follow the completion of the maintenance works.

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11. The 67 per cent NBS target supports the Council's 'Earthquake-Prone, Dangerous and Insanitary Buildings Policy 2010'. This policy states that the new target for structural strengthening is to a minimum of 67 per cent of code.

GEOTECH SUMMARY AND ENGINEERING ASSESSMENT

12. A preliminary geotechnical assessment confirmed there was no evidence of liquefaction-induced settlement or lateral spreading at the site. No further action was recommended.
13. A Detailed Engineering Evaluation (DEE) assessment completed in July 2011 showed the building to be at 34 per cent NBS and listed works to strengthen. Further investigations and a second report in February 2012 recommended further chimney deconstruction and strengthening.

INSURANCE AND STRENGTHENING COSTS

14. Tim Stephenson of Cunningham Lindsey, loss adjuster on behalf of the insurer, has provided support for reinstatement of earthquake damage to a total of \$183,175.50 for Phase 2.
15. The above position is the loss adjuster's interpretation of the entitlement and not the final claim.

BETTERMENT

16. Resilience and 100 per cent NBS options were considered and discounted because of the significant impact to the heritage fabric; including widespread replacement of internal linings and removal of floors to access the foundations.
17. Betterment in the form of bathroom upgrades will also be undertaken at the tenant's cost.
18. Maintenance works are also underway and being funded from the Transport and Greenspace Restricted Heritage properties 2011/12 and 2012/13 operational budget.

FINANCIAL IMPLICATIONS

19. The Phase 2 works are expected to be wholly funded by the insurance contribution as per paragraph 14.
20. A second report to the Council will be provided upon receipt of the contractor's final account to confirm final cost to the Council and insurance support.

BENEFIT OF REPAIR

21. Tenant reoccupation maintains the use of the building and is considered the optimum way of maintaining heritage.
22. The repairs will re-establish a rental income of \$64,500 per annum to the Council.
23. The return of the hostel accommodation will provide a key boost to the local tourist industry and encourage tourists back into the central city.
24. The reinstatement of this property will enhance the character of the local area.

RISK OF DOING NOTHING

25. If the repairs to the building are delayed, this will push back the tenant's date for reoccupying the building and reduce the accommodation available to tourists
26. A lack of accommodation will continue to be a deterrent to tourists contemplating a visit to the city.

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27. It the building remains vacant, it will deteriorate through lack of use (pests, vandalism, arson and misuse).

HERITAGE SUMMARY

28. Rolleston House YHA enjoys a prominent location on the corner of Worcester Boulevard and Rolleston Avenue located in close proximity to Christ's College, Canterbury Museum and the Arts Centre. It is a City landmark, on a prominent corner site in an area containing some of the City's most significant buildings, and is associated with a group of early residences along Worcester Boulevard.
29. It was designed by J.C. Maddison and built 1893-1900 for William Gordon Rich in the domestic revival style and is considered a fine example of the construction techniques and technologies of the time.
30. Rolleston House YHA has been assessed as making an important contribution to the identity, sense of place and history of the Canterbury region. It is of historical and social significance for its use as a private residence, its long association with use as one of a number of residential hostels serving Canterbury College, and its later use as a Youth Hostel for over 30 years. It is of cultural significance for these activities, and as evidence of the changing phases in activity in the area from private and educational residences and activities to visitor accommodation.
31. It is listed as a Group 3 heritage item in the Christchurch City Council City Plan and is not registered by the New Zealand Historic Places Trust. The site has potential to contain archaeological evidence due to pre-colonial and early colonial activities.

Do the Recommendations of this Report Align with LTCCP budgets?

32. No. The purpose of this report is to gain approval for permanent repair / reinstatement works on heritage buildings as per Council policy.

LEGAL CONSIDERATIONS

33. Not applicable.

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

34. As above.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

35. No. The purpose of this report is to gain approval for permanent repair / reinstatement works on heritage buildings as per Council policy.

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

36. As above.

ALIGNMENT WITH STRATEGIES

37. Yes the purpose of this report supports the facilities rebuild strategy and assists with the rebuild of Christchurch.

Do the recommendations align with the Council's strategies?

38. Yes, refer above.

CONSULTATION FULFILMENT

39. Not applicable. Communication and consultation will be a project workstream.

COUNCIL 13. 9. 2012**21 Cont'd****STAFF RECOMMENDATION**

It is recommended that the Council:

- (a) Approve the insurance reinstatement/repairs for Rolleston House Youth Hostels Association.
- (b) Approve the option for reinstating Rolleston House to 67 per cent New Building Standard.

Appendix 1: Rolleston House Heritage Assessment

STATEMENT OF SIGNIFICANCE

FORMER DWELLING – YHA HOSTEL – 5 WORCESTER BOULEVARD

INTRODUCTION:

The YHA has been assessed as making an important contribution to the identity, sense of place and history of the Canterbury region. It is of historical and social significance for its use as a private residence, its long association with use as one of a number of residential hostels serving Canterbury College, and its later use as a Youth Hostel for over 30 years. It is of cultural significance for these activities, and as evidence of the changing phases in activity in the area from private and educational residences and activities to visitor accommodation. This former dwelling is a good example executed in timber of the Domestic Revival style, and is one of few remaining residences designed by prominent Canterbury architect J.C.Maddison. It is a City landmark, on a prominent corner site in an area containing some of the City's most significant buildings, and is associated with a group of early residences along Worcester Boulevard.

It is listed as a Group 3 heritage item in the CCC City Plan and is not registered by the New Zealand Historic Places Trust.

HISTORICAL AND SOCIAL SIGNIFICANCE

This YHA/former dwelling is of historical and social significance as a turn of the century house built for William Gordon Rich as a retirement residence. Rich was born and educated in England, attending Christchurch, Oxford and was a farmer in New Zealand. The dwelling was sold to Canterbury College in 1919 and became a university men's hostel known as No.1 Rolleston House. When this closed in 1974, it was purchased by the Christchurch City Council and leased to the Youth Hostel Association.

Rolleston Hostel at its height comprised seven houses including House One and the house next door; two further houses on Gloucester Street were added in the early 1920s. The final three houses, comprising 50, 48, and 54 Rolleston Avenue were included by 1960. The group of houses were known as "Rolleston House" and then by their number. The YHA was the most significant of those buildings; it housed the common room, dining room and kitchen in which the matron would prepare breakfast and dinner. The building is associated with the many prominent men who used the building when it was a student hostel - Rolleston House produced some military greats, politicians, All Blacks and sportsmen.

The building was originally used as Youth Hostel accommodation temporarily, to supplement the Cora Wilding hostel in Richmond which could not meet demand in 1974. Demand continued, a lease was signed with the Council for a ten year period, and the hostel operationally opened on 23 December 1975. Youth hostelling began in New Zealand in 1932. Canterbury was one of the first regions outside Europe to set up youth hostels. The first hostels were established in farmhouses and shearing sheds on Banks Peninsula, and it was not until soon after WWII that a building was purpose bought as a hostel. The YHA is located in an area that was developed early in Christchurch's history. The socio-economic mix changed, however, as the more well-to-do abandoned the central city the area became the domain of academics and people linked to educational institutions. Large dwellings were modified to become boarding houses and purpose built apartments developed to cater to the changing demographics.

CULTURAL AND SPIRITUAL SIGNIFICANCE

The building is of cultural significance for its use as a residence and for its association with educational and Youth Hostel accommodation. Its continued use as hostel accommodation for 91 years is of particular cultural significance. The change in use from student accommodation to visitor accommodation reflects the change in use of this area of the city from a largely educational precinct to a cultural precinct, which is a popular visitor attraction. The former hostel is associated with student pranks, and initiation rituals.

ARCHITECTURAL AND AESTHETIC SIGNIFICANCE

Designed by noted Christchurch architect J.C. Maddison it is of architectural and aesthetic significance for its design as a timber execution of the English Domestic Revival style. Maddison (1850-1923), a successful city architect around the turn of the century, was a specialist in the design of hotels and industrial buildings, but also designed dwellings.

This two storey dwelling has gabled roofs, sash windows and decorative timberwork. Single storey service wings are located on the north side. Sunhoods feature over the principal windows of the main west elevation. A number of alterations were made to it in March 1975 to accommodate the new use as a Youth Hostels Association of New Zealand (YHA) hostel. Local architects Collins and Harman designed the 1920s addition to the south and east of the building, built as staff quarters this included five first floor servants' bedrooms and a ground floor servants' sitting room including a single storey wash house. The original dining room was also extended into the north porch in 1920 and was further extended in 1924, again by Collins and Harman. In 1927, the kitchen extended to the south. In 1957, a bathroom and a kitchenette were installed on the first floor; and a bedroom was extended into the front veranda. Between 1974 and 1975 the interior of the house underwent a significant upgrade. It has been well maintained and has had a number of further internal changes to accommodate the YHA tenancy.

TECHNOLOGICAL AND CRAFTSMANSHIP SIGNIFICANCE

The YHA is of technological and craftsmanship significance for its timber construction and detailing which reflect the skills, materials and techniques of the period. The structural system is weatherboard on a timber frame, and the roof is of corrugated iron, originally with brick chimneys. The decorative timber detailing and stained glass window illustrate particular craftsmanship skills of the time.

CONTEXTUAL SIGNIFICANCE

The YHA is of contextual significance for its setting, landmark significance and contribution to a group of early residences. The building is a landmark on account of its large scale, prominent corner site opposite the Canterbury Museum and the Arts Centre, and for its immediacy to the street. This immediacy to the street is the result of an unobscured view to the main west facade of the house, and the construction of the south side of the house directly on the street frontage. The setting consists of a rectangular area of land around the house, with little space around the building on the north, east and south elevations, but the unbuilt area to the west is landscaped with small trees, hard surfacing for parking, and a small grassed area. Due to its location, the YHA is associated with an important precinct of Victorian and Edwardian buildings in the City, including the Canterbury Museum, Arts Centre and Christ's College.

ARCHAEOLOGICAL SIGNIFICANCE

The former dwelling and setting is of archaeological significance for its potential to hold evidence of human activity, including that related to construction and domestic activities, and including that which pre dates 1900. The house was constructed between 1893 and 1900, and was previously in an area which saw early colonial activity, being opposite the University and Museum, in an area which was popular for residences from early European settlement. Early Maori activity is recorded in the wider area of Hagley Park, the Avon River and Victoria Square.

*Report by Jenny May based on the CCC Heritage Building assessment criteria and file information
July 2012*



22. METROPOLITAN DISCRETIONARY RESPONSE FUND 2012-13 APPLICATION

Officer responsible:	Unit Manager Recreation and Sports Unit, DDI: 941-8953
Author:	Strategic Initiatives Manager
Assessment By:	Martin McGregor – Sports Liaison Adviser

PURPOSE OF REPORT

1. The purpose of this report is for the Council to consider an application for funding to the 2012/13 Metropolitan Discretionary Response Fund from Canterbury Tennis Incorporated for \$30,000 for Club Liaison Officer wages.

EXECUTIVE SUMMARY

2. In 2012/13, the total pool available for allocation for the Metropolitan Discretionary Response Fund is \$145,057. At the time of writing, there is \$145,057 remaining in the Metropolitan Discretionary Response Fund for 2012/13. The carry forward figure will be transferred and consolidated in due course.
3. The purpose of the Fund is to assist community groups where the project and funding request falls outside other Council funding criteria and/or closing dates. This fund is also for emergency funding for unforeseen situations. Applications requesting over \$15,000 require consideration by the Metropolitan Funding Committee. Staff have delegated authority to consider applications for less than \$15,000.
4. There is one application to be considered:

Canterbury Tennis Incorporated

Amount requested	\$30,000
Priority	1
Staff recommendation:	\$15,000

FINANCIAL IMPLICATIONS

5. If funding is approved, the available balance of the Metropolitan Fund will decrease accordingly.

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

6. Yes, see LTCCP page 184.

LEGAL CONSIDERATIONS

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

7. Not applicable.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

8. Yes. Strengthening Communities Funding. See LTCCP pages 178 and 179 regarding community grants schemes.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

9. Yes. The funding allocation process is covered in the Council's Strengthening Communities Strategy.

COUNCIL 13. 9. 2012**22 Cont'd****CONSULTATION FULFILMENT**

10. Not applicable.

STAFF RECOMMENDATION

That the Council makes a grant of \$15,000 to Canterbury Tennis Incorporated for wages for a Club Liaison Officer.

2012-13 DRF METROPOLITAN DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00036165	Organisation Name	Project Name and Description	Project Details	Project Funding	Total Cost	Amount Requested	Staff Recommendation	Priority
	Canterbury Tennis Incorporated	<p>Club Liaison Officer</p> <p>Canterbury Tennis wish to establish the position of Club Liaison Officer. The purpose of this position will be to work with clubs to strengthen and improve their operations and governance, grow participation numbers and enhance the relationship between Canterbury Tennis and its member clubs. The need for this position has arisen out of changes to the staffing structure in the organisation as a result of financial position of Tennis Canterbury since the earthquakes.</p>	<p>Staff: 1</p> <p>Volunteers: n/a</p> <p>Volunteer hours: n/a</p> <p>Number of participants: 10,000</p> <p>User fees: n/a</p>	<p>CCC funding history (this project only)</p> <p>Nil</p> <p>Other sources of funding (this project only)</p> <p>Funds on hand \$15,000</p>	\$45,000	<p>\$30,000</p> <p>67% percentage requested</p> <p>Contribution sought towards:</p> <p>Salaries/Wages \$30,000</p>	<p>\$15,000</p> <p>That the Metropolitan Funding Committee makes a grant of \$15,000 to Canterbury Tennis towards wages for the position of Club Liaison Officer.</p>	1

Organisation Details	Alignment with Council Strategies and Board Objectives	Staff Assessment
<p>Service Base: Wilding Park, Woodham Road, Avonside</p> <p>Council Facility: No. Canterbury Tennis owns its own facilities.</p> <p>Legal Status: Incorporated Society</p> <p>Established: 1/01/1890</p> <p>Staff – paid: 4</p> <p>Staff – unpaid: 150</p> <p>Target groups: Current and future tennis players</p> <p>Networks: Affiliated to Tennis New Zealand.</p> <p>Audited accounts: 1/06/2010</p> <p>Organisation Description/Objectives:</p> <p>To manage, control and develop the game of tennis in the Canterbury region.</p> <p>CCC Funding History</p> <p>2012/13 \$70,000 (Community Tennis Delivery) SCF</p> <p>2011/12 \$70,000 (Junior Programmes) SCF</p> <p>2010/11 \$70,000 (Junior Programmes) SCF</p> <p>2009/10 \$75,000 (Junior Programmes) SCF</p> <p>2008/09 \$50,000 (Junior Programmes) SCF</p> <p>2007/08 \$50,000 (Wilding Park Maintenance)</p> <p>2006/07 \$30,000 (Wilding Park Maintenance)</p>	<p>Alignment with Council Strategies and Board Objectives</p> <ul style="list-style-type: none"> Physical Recreation and Sport Strategy 2002 Strengthening Communities Strategy <p>Alignment with Council Funding Outcomes</p> <ul style="list-style-type: none"> Foster collaborative responses Reduce or overcome barriers Provide community based programmes Increase community engagement Community participation and awareness Support, develop and promote capacity <p>How much will the project do? (Measures)</p> <p>Support Clubs in engaging current and potential participants to the game.</p> <p>Provide clubs with support, resources, guidance and advice on governance.</p> <p>Enhance the relationship between Canterbury Tennis and clubs</p> <p>Provide effective and innovative communication to the tennis community</p> <p>Newsletters circulated quarterly</p> <p>Website updated daily</p> <p>Club visits - approx. 1 per week to key clubs.</p> <p>How will participants be better off?</p> <p>Through effective communication participants will be provided with a clear and attractive pathway to all levels of the game.</p> <p>Current and potential participants will be engaged and supported. Relationships with all stakeholders will be enhanced.</p>	<p>This project is recommended as a Priority One due to its depth and breath.</p> <p>Canterbury Tennis sees this project as vital to keeping the sport healthy and sustainable through a period of significant disruption and change.</p> <p>Canterbury Tennis is the regional governing body for tennis in the upper South Island. The organisation has close to 100 clubs affiliated to it and approximately 8000 members. Twenty three of these clubs are inside the Christchurch City Council boundaries comprising of approximately 6000 members.</p> <p>Canterbury Tennis is based at Wilding Park Tennis Centre. As a result of the February earthquake this facility was extensively damaged with the playing facilities no longer able to be used. This resulted in a significant cut in revenue for Canterbury Tennis who no longer had the revenue generated by the operation of their indoor facility. This forced the organisation to condense operations to remain in a financially sustainable position. Two positions, Operations Manager and Receptionist/Administration, were disestablished and their duties were absorbed into other roles within the organisation.</p> <p>A key strategic objective of Canterbury Tennis is to improve the level of support they offer their clubs and provide better communication between clubs and the regional body. By focusing on these areas it is intended that clubs will be better mechanisms for recruitment of new players and retention of existing players. Canterbury Tennis also hopes to improve the experience and capability of volunteers and governance structures within clubs thus improving the experience of all members across the board.</p> <p>With reduced staffing capacity and increased work load on remaining staff as a result of the damage to their facility and the planning for its replacement, Canterbury Tennis need assistance to deliver their core business of governing and managing tennis in Canterbury.</p> <p>To meet the needs of their clubs and to continue to keep the sport strong and well linked Canterbury Tennis wish to establish the role of Club Liaison Officer. This role will preferably be full time however this is solely dependent on funding.</p> <p>The role of Club Liaison Officer will focus on strengthening clubs administration and governance capabilities, improving communication with Canterbury Tennis and increasing participation. The Club Liaison Officer will work closely with Sport Canterbury to assist clubs in these areas of focus. It is anticipated that 70-80% of the Club Liaison Officers time will be spent working with Clubs inside the Christchurch City Council boundaries.</p>

COUNCIL 13. 9. 2012**23. NOTICES OF MOTION**

Nil.

24. RESOLUTION TO EXCLUDE THE PUBLIC

Attached.

THURSDAY 13 SEPTEMBER 2012

COUNCIL

RESOLUTION TO EXCLUDE THE PUBLIC

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

I move that the public be excluded from the following parts of the proceedings of this meeting, namely item 25.

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

	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER	GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF THIS RESOLUTION
25.	MATTER FROM CEO PERFORMANCE REVIEW AND REMUNERATION SUBCOMMITTEE) GOOD REASON TO) WITHHOLD EXISTS) UNDER SECTION 7	SECTION 48(1)(a)

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

ITEM	REASON UNDER ACT	SECTION	PLAIN ENGLISH REASON	WHEN REPORT CAN BE RELEASED
25.	Conduct of negotiations	7(2)(i)	To enable negotiations to take place.	Not to be released.

Chairperson's

Recommendation: That the foregoing motion be adopted.

Note

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

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

