

**SPREYDON/HEATHCOTE COMMUNITY BOARD  
AGENDA**

**FRIDAY 19 OCTOBER 2012**

**AT 8AM**

**IN THE BOARDROOM,  
PIONEER STADIUM, 75 LYTTELTON STREET**

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

**Community Board Adviser**  
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**1. APOLOGIES**

Phil Clearwater.

**2. CONFIRMATION OF MEETING MINUTES – 3 OCTOBER 2012**

The report of the Board's ordinary meeting of 3 October is **attached**.

**CHAIRPERSON'S RECOMMENDATION**

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

**3. DEPUTATIONS BY APPOINTMENT**

**3.1 RICHARD CHAMBERS**

Richard Chambers, Principal of Manning Intermediate School, will speak to the Board regarding a recent Ministry of Education proposal to close / merge some Christchurch schools, including Manning Intermediate School.

**3.2 HAYDEN STOCKDALE**

Hayden Stockdale will talk to the Board about a proposed Port Hills 12 kilometre charity fun-run he is organising.

**4. PETITIONS**

**5. NOTICES OF MOTION**

**6. CORRESPONDENCE**

**7. BRIEFINGS**

**8. EARTHQUAKE DESIGN AND CAPABILITY**

**9. SPREYDON HEATHCOTE 2012/13 DISCRETIONARY RESPONSE FUND APPLICATION – SPREYDON HEATHCOTE COMMUNITY DIRECTORY**

<b>General Manager responsible:</b>	General Manager, Community Services, DDI 941-8607
<b>Officer responsible:</b>	Unit Manager, Recreation and Sports, DDI 941-8303
<b>Author:</b>	Community Recreation Adviser, Sarah Benton DDI 941-5107

**PURPOSE OF REPORT**

1. The purpose of this report is to present a request for funding of \$4,715 to the Spreydon/Heathcote Community Board from its 2012/13 Discretionary Response Fund.
2. The request for \$4,715 is for the cost of printing 1000 copies of the Spreydon/Heathcote Community Directory.

**EXECUTIVE SUMMARY**

3. The Spreydon/Heathcote Community Directory in hard copy format has been provided free of charge for members of the community for the last ten years and it is updated every two years. The last update was produced in early 2010. The Directory is a very popular initiative that is important to update after the earthquakes because many group details have changed and new residents have moved in to the area.
4. Hard copies are distributed to key community organisations and residents groups, and are made available at Beckenham Counter Services for interested residents. Recent feedback from the local network groups is that community organisations like to keep a hard copy as an office resource.
5. Administration staff have compiled and updated information from the existing directory listings. The cover design, content layout and new listings need to be finalised by staff. No costs are associated with this other than staff time. Marketing staff can produce a Council design and layout within four to six weeks (at no extra charge to the Board). Staff can also publish the booklet in PDF format so it can be shared electronically.

**FINANCIAL IMPLICATIONS**

6. Below is a breakdown of estimated costs for a basic black and white A5 booklet with cardboard cover in colour, from two companies:

<b>Expenditure</b>	<b>Amount per copy</b>	<b>Amount for 1000 copies</b>	<b>Amount requested</b>
CCC Copy Centre	\$4.10	\$4,100 ex GST	\$4,100 ex GST
Caxton Print	\$4.76	\$4,758 ex GST	\$4,758 ex GST

7. There is currently \$ 66.840 remaining in the Discretionary Response Fund.

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

8. Yes see page 184, regarding Board funding.

**LEGAL CONSIDERATIONS**

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

9. There are no legal implications for this application.

**ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS**

10. Aligns with LTCCP and Activity Management Plans.

## 9 Cont'd

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

11. Yes, Community Grants (pg 178), Strengthening Communities (pg 174), Recreation and Sports Services (pg.110) and Walk-in customer services (pg 180).

### **ALIGNMENT WITH STRATEGIES**

12. This application aligns with the Strengthening Communities Strategy.
13. Application also aligns with the following Spreydon/Heathcote Community Board Objectives:  
'Improve social well-being in Spreydon/Heathcote community'.  
'Increased participation of Spreydon/Heathcote residents in local and city-wide recreation events/programmes.'  
'The development and maintenance of safe and strong local communities'.

### **CONSULTATION FULFILMENT**

14. Not applicable.

### **STAFF RECOMMENDATION**

It is recommended that the Spreydon Heathcote Community Board grant \$4,715 from its 2012/13 Discretionary Response fund for the printing of the Spreydon Heathcote Community Directory.

### **CHAIRPERSON'S RECOMMENDATION**

For discussion.

## 10. CONSIDERATION OF APPLICATIONS FOR NEIGHBOURHOOD WEEK FUNDING

<b>General Manager responsible:</b>	General Manager Community Services, DDI 941-8607
<b>Officer responsible:</b>	Community Support Manager
<b>Author:</b>	Carly Bustin

### PURPOSE OF REPORT

1. The purpose of this report is to consider applications for Neighbourhood Week funding and to set in place a process should any late applications need to be considered.

### EXECUTIVE SUMMARY

2. Local community groups, including residents' associations and neighbourhood support groups were sent information inviting them to apply for the Neighbourhood Week Funding that has been set aside by the Board.
3. Neighbourhood Week is a dedicated week in which individuals and groups are encouraged to get together and get to know one another locally. Neighbourhood Week 2012 is to be held from 27 October – 4 November 2012. Applications for funding closed on 7 September 2011.
4. By the closing date 33 applications had been received, and following this fourteen late applications were also received. The applications were sorted and assessed to ensure that they met the guidelines for the Neighbourhood Week event, and staff recommended an amount to be allocated to their application.
5. A matrix outlining the applications and staff recommendations is **attached**.

### FINANCIAL IMPLICATIONS

6. The Board has set aside \$4,000 from the Strengthening Communities Fund to assist individuals and groups run events. It is not the intention of this funding to totally fund events. Those applying for funding are expected to partially resource events themselves either financially or through supply of materials.

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

7. Page 170 of the LTCCP under community support – strengthening communities and page 176 of the LTCCP under community support – community grants.

### LEGAL CONSIDERATIONS

8. Under Council Standing Orders 1.9 and 1.10 a subcommittee may be appointed and given powers of delegation.

### ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

9. Page 170 of the LTCCP under community support – strengthening communities and page 176 of the LTCCP under community support – community grants.

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

10. As above.

### ALIGNMENT WITH STRATEGIES

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

11. Funding for Neighbourhood Week activities aligns with the Council's strong communities strategic outcomes.

## 10 Cont'd

### **CONSULTATION FULFILMENT**

12. Not applicable.

### **STAFF RECOMMENDATION**

13. It is recommended that the Board consider the applications as set out in the circulated matrix and allocate Neighbourhood Week funds accordingly.
14. That delegated authority be given to the Community Board chairperson, or the Chair's delegate, to decide on funding approval of any late applications received to a value of \$1,000 from the Spreydon Heathcote Board Discretionary Response Fund.

### **CHAIRPERSON'S RECOMMENDATION**

For discussion.

**11. CASHMERE TARGET SHOOTING CLUB INCORPORATED – PROPOSED LEASE AT 54 COLOMBO STREET – SUPPLEMENTARY REPORT**

<b>General Manager responsible:</b>	General Manager City Environment, DDI 941-8608
<b>Officer responsible:</b>	Unit Manager, Transport & Greenspace
<b>Author:</b>	Tony Hallams, Leasing Consultant

**PURPOSE OF REPORT**

1. The purpose of this report is to provide supplementary information to the Spreydon/Heathcote Community Board following a resolution passed by the Spreydon/Heathcote Community Board at a meeting on 3 September 2010 under Section 15 of the Agenda, that:
  - (a) The report on the proposed lease at 54 Colombo Street with the Cashmere Target Shooting Club Incorporated be re-presented to the incoming Board in November 2010, for consideration.
  - (b) The re-presented report to include the following additional information:
    - (i) Future Cashmere Target Shooting Club Incorporated requirements.
    - (ii) Conditions regarding the relationship of the building to the physical landscape.
    - (iii) Considerations in relation to the Heathcote/Opawaho Linear Plan.
    - (iv) Specific details of the lease arrangements.
    - (v) Do the lease arrangements trigger any issues on conservation/reserve land?
  - (c) A copy of the 3 September 2010 meeting is attached (**Attachment 1**) as background information.

**EXECUTIVE SUMMARY**

2. The Cashmere Target Shooting Club Incorporated have a clubhouse of 260 metres squared which sits on Council fee simple owned land at 54 Colombo Street.
3. The Cashmere Target Shooting Club Incorporated has occupied the site since 1927 and the current tenancy is on a month to month basis through a Deed of Licence granted by the Council on 1 August 2005.
4. The Cashmere Target Shooting Club Incorporated seek the approval of the Spreydon/Heathcote Community Board for the granting of a new lease in conjunction with the approval to place a metal shipping container 12 metres by 3.5 metres on the site linked to the existing building for use as an airgun range.

**SUPPLEMENTARY INFORMATION**

5. The Spreydon/Heathcote Community Board has requested further information:
  - (a) Future Cashmere Target Shooting Club Incorporated requirements.
  - (b) Conditions regarding the relationship of the building to the physical landscape.
  - (c) Considerations in relation to the Heathcote/Opawaho Linear Park Plan.
  - (d) Specific details of the lease arrangements.
  - (e) Do the lease arrangements trigger any issues on conservation / reserve land?

### **Future Club Requirements**

6. The Cashmere Target Shooting Club Incorporated seeks a long-term lease of the site, and security of tenure through a lease, to undertake maintenance works on the clubhouse/rifle range, including providing disabled access. The Cashmere Target Shooting Club Incorporated also seeks to install a shipping container with a pitched roof, which will be integrally linked to the main clubhouse and form part of any new lease area. The shipping container is intended as an air rifle range and will comply with all statutory requirements.

### **Conditions regarding the relationship of the building to the physical landscape**

7. This proposal has been considered by the Council's Senior Landscape Architect, Jennifer Dray, and is supported as harmonising with the existing built environment on the site. A copy of the concept drawing supported by Council staff is attached (**Attachment 2**). The intended installation of a shipping container will be clear of the water main easement strip at the side of the land parcel the Cashmere Target Shooting Club Incorporated building is located on.

### **Conditions in relation to the Heathcote/Opawaho Linear Park Plan**

8. Jennifer Dray, Senior Landscape Architect, has assessed the proposal including an on site meeting with Cashmere Target Shooting Club Incorporated committee members, and deemed the proposal including the addition sought does not contravene the plan.

### **Specific details of the lease arrangements**

9. The Cashmere Target Shooting Club Incorporated currently occupies the site through a Deed of Licence granted on a month to month basis from 1 August 2005. If the Board accepts the staff recommendation that a new lease is granted, then at the first renewal phase, and subsequent renewal phase if applicable, the Cashmere Target Shooting Club Incorporated will be obligated to demonstrate its viability at that point in time through the production of audited financial reports for the previous five years, the provision of current insurances held, and to demonstrate adequate Cashmere Target Shooting Club Incorporated membership numbers for the current and previous five years. This is current best practice process in the Council for lease renewal matters.

### **Do the lease arrangements trigger any issues on conservation of reserve land?**

10. The clubhouse/rifle range footprint currently sits upon land held as fee simple and not bound by the requirements of the Reserves Act 1977, and as such will not require specific public consultation if the Spreydon/Heathcote Community Board approves the proposal and a new lease. The intended shipping container addition will sit on the same land. Public consultation has been undertaken during the public submission process for the new Heathcote/Opawaho Linear Plan.

### **STAFF RECOMMENDATION**

It is recommended that the Spreydon/Heathcote Community Board:

- (a) Approve the granting of a new lease to the Cashmere Target Shooting Club Incorporated over part of Lot 18, Deposited Plan 2527 under Certificate of Title 7B/589 in the Canterbury Land Registry for a period of up to 33 years, broken in to three 11 year periods with rights of renewal at the end of the first two periods of 11 years.
- (b) Approve that any rights of lease renewal exercised by the Cashmere Target Shooting Club Incorporated are subject to the Council being satisfied with the lease terms and conditions being complied with, and that there is sufficient need for the sports, games, or other recreational activity specified in the lease, and that in the public interest some other sport, game, or recreational activity should not have priority.

## 11 Cont'd

- (c) Authorise the Corporate Support Manager, in association with the Policy and Leasing Administrator (Network and Planning – Greenspace) to conclude and administer the terms of the lease, including the renewal provisions detailed in (b) above.
- (d) Agree the Council's obligations under Section 4 of the Conservation Act 1987 have been considered, and determine that this issue does not require specific consultation with Te Runanga.

### **CHAIRPERSONS RECOMMENDATION:**

For discussion.

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

- Ward earthquake matters
- Manuka Cottage premises

**13. ELECTED MEMBERS' INFORMATION EXCHANGE**

**14. MEMBERS' QUESTIONS UNDER STANDING ORDERS**