

**FENDALTON/WAIMAIRI COMMUNITY BOARD
AGENDA**

MONDAY 12 NOVEMBER 2012

AT 4PM

**IN THE BOARDROOM
FENDALTON SERVICE CENTRE
CORNER JEFFREYS AND CLYDE ROADS**

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

Community Board Adviser
Edwina Cordwell
Phone 941 6728 DDI
Email: edwina.cordwell@ccc.govt.nz

**PART A - MATTERS REQUIRING A COUNCIL DECISION
PART B - REPORTS FOR INFORMATION
PART C - DELEGATED DECISIONS**

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1. **APOLOGIES**

2. **CONFIRMATION OF MEETING MINUTES – 29 OCTOBER 2012**

The minutes of the Board's ordinary meeting of Tuesday 29 October 2012 are **attached**.

STAFF RECOMMENDATION

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

12. 11. 2012

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ATTACHMENT TO CLAUSE 2

22. 11. 2012

**FENDALTON/WAIMAIRI COMMUNITY BOARD
29 OCTOBER 2012**

**Minutes of a meeting of the Fendalton/Waimairi Community Board
held on Monday 29 October 2012 at 4pm
in the Boardroom, Fendalton Service Centre, corner Jeffreys and Clyde Roads.**

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

APOLOGIES: An apology was received and accepted from David Halstead.

The Board adjourned from 5.17pm to 5.37pm.

The Board reports that:

PART B - REPORTS FOR INFORMATION

1. DEPUTATIONS BY APPOINTMENT

1.1 CHRIS AYNSLEY - MERIVALE PRECINCT SOCIETY

Chris Aynsley, President of the Merivale Precinct Society was in attendance and updated the Board on the current work of the Merivale Precinct Society and the newly incorporated Merivale Business Association including the proposed change of format of the annual Christmas Carol Service, discussions underway to explore the feasibility of moving the Shands Emporium to Merivale and the imminent, formal launch of the Merivale Business Association.

The Chairperson thanked Mr Aynsley for his update and expressed appreciation and support of the work being done especially in regard to the Merivale Business Association and the Shands Emporium project.

2. PRESENTATION OF PETITIONS

Nil.

3. NOTICES OF MOTION

Nil.

4. CORRESPONDENCE

4.1 AMBERLEA STOCKS – THANK YOU

The Board **received** the correspondence from Amberlea Stocks thanking them for the funding support to attend a ten day voyage on the Spirit of New Zealand in August.

4.2 PAL PRESCHOOL – JUNIPER RESERVE PINE TREES

The Board **received** correspondence from Wayne Wright, Managing Director of PAL Preschool raising the Preschool concerns regarding the pine trees on the border of Juniper Reserve adjacent to the garden and play area of the facility.

4 Cont'd

The Board noted that this matter had been previously dealt with at the Board meeting of 14 August 2012 and that staff were progressing a review of the Juniper Reserve. The Board had also conducted a site visit specifically to discuss the Preschool's concerns regarding the trees on the morning of 14 August and the Preschool were being kept up to date on the matter.

The Board **decided** to request staff to acknowledge the receipt of the letter and reassure the PAL Preschool that their concerns were noted.

5. BRIEFINGS

Nil.

6. COMMUNITY BOARD ADVISER'S UPDATE

- The Board **received** information regarding its resolutions from previous meetings. Following wider discussions on a range of matters the Board **decided** the following:
 - (a) That staff be asked to update the Board on the next steps associated with the Plan Change Area (3), encompassed in the North West Area Review and that staff advise the appropriate residents groups of this proposed meeting/update with Planners.
 - (b) That staff provide an information memorandum outlining what has been agreed by staff with Mr Miller in regard to Veronica Place.
 - (c) That staff provide an update on progress, including a timeframe for completion, of the right turn traffic lights in/and affecting the ward.
- Agenda items required for the upcoming meeting with School Principals

7. ELECTED MEMBERS' INFORMATION EXCHANGE

- David Cartwright provided a brief update of the recent meeting of the Riccarton-Illam Community Safety Working Party.
- The Board **decided** to request staff to arrange a briefing from the Enforcement Team regarding the proliferation of event signage and business signage on Memorial Avenue/Fendalton Road and other roads to a future meeting.
- The Board **decided** to request staff to arrange a workshop in regards to trees being removed due to demolition work on private sections in the ward to include significant/protected trees.

PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD

8. CONFIRMATION OF MEETING MINUTES –16 OCTOBER 2012

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

9. MEMORIAL AVENUE - PROPOSED P120 PARKING RESTRICTION

The Board considered a report regarding the installation of a P120 parking restriction (two hour maximum parking) on Memorial Avenue outside the Fendalton Fish and Takeaway shop.

The Board **resolved** that the parking of vehicles be restricted to a maximum period of 120 minutes on the southwest side of Memorial Avenue commencing at a point 69 metres northwest of its intersection with Clyde Road and extending in a north-westerly direction for a distance of 27 metres.

10. APPLICATION TO THE BOARD'S 2012/13 DISCRETIONARY RESPONSE FUND – ELMWOOD CLUB

The Board considered a request for funding from its 2012/13 Discretionary Response Fund from the Elmwood Club for its Concept Plan project.

The Board **resolved** to allocate \$5,000 from its 2012/13 Discretionary Response Fund to The Elmwood Club for 'The Elmwood Club Concept Plan'.

11. APPLICATION TO THE BOARD'S 2012/13 DISCRETIONARY RESPONSE FUND – VOCAL MINORITY

The Board considered a request for funding from its 2012/13 Discretionary Response Fund from Vocal Minority for the purchase of a keyboard.

The Board **resolved** to allocate \$1,180 from its 2012/13 Discretionary Response Fund to Vocal Minority for the purchase of a keyboard and requested staff to investigate the possible shared usage of this item to other community groups.

(**Note:** Cheryl Colley and Faimeh Burke requested that their vote against the decision be recorded)

12. APPLICATION TO THE BOARD'S 2012/13 DISCRETIONARY RESPONSE FUND – RICCARTON LEAGUES CLUB

The Board considered a request for funding from its 2012/13 Discretionary Response Fund from Riccarton Leagues Club for the insulation of its clubrooms.

The Board **resolved** to allocate \$2,000 from its 2012/13 Discretionary Response Fund to Riccarton Leagues Club for the insulation of the clubrooms.

13. APPLICATION TO THE BOARD'S YOUTH DEVELOPMENT SCHEME – KEVIN ZHANG

The Board considered a request for funding from its 2012/13 Youth Development Fund from Kevin Zhang towards costs of competing in the World Wushu (Kung Fu) championships.

The Board **resolved** to allocate \$400 to Kevin Zhang towards the cost of competing at the World Wushu (Kung Fu) Championships in China.

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

- The Board **resolved** that delegated authority be give to the Chairperson and Deputy Chairperson to work with schools in the local area on the school submission and to feed back to the Board on the outcomes.

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The meeting concluded at 5.48pm.

CONFIRMED THIS 12TH DAY OF NOVEMBER 2012

**VAL CARTER
CHAIRPERSON**

3. DEPUTATIONS BY APPOINTMENT

3.1 WARREN STONE – NORTH WEST AREA REVIEW – AREA 3

Mr Warren Stone will be in attendance to speak to the Board regarding his and other residents' concerns on the proposed re-zoning of Land in Area 3 of the North West Area Review.

3.2 MAURICE STONE – REMBRANDT PLACE

Mr Maurice Stone will be in attendance to speak to the Board regarding the removal of a tree outside his property at 30 Rembrandt Place. Clause 9 refers.

3.3 GOING DIGITAL – PROMOTION OF DIGITAL TELEVISION

Greg Harford, National Manager of Going Digital, the Government campaign promoting digital television, will brief the Board on the upcoming change to digital television, scheduled for Christchurch in April 2013. The Board will be advised of the range of activities planned for Christchurch communities, introduced to local team members and members' advice sought on activities.

4. PRESENTATION OF PETITIONS

5. NOTICES OF MOTION

6. CORRESPONDENCE

7. BRIEFINGS

8. COMMUNITY BOARD ADVISER'S UPDATE

8.1 REVIEW PROGRESS OF BOARD RESOLUTIONS

Staff will provide an update on Board resolutions.

9. REQUEST FOR STREET TREE REMOVAL, 30 REMBRANDT PLACE, BURNSIDE

General Manager responsible:	General Manager City Environment, DDI 941 8608
Officer responsible:	Unit Manager Transport and Greenspace
Author:	Craig Taylor, Arborist

PURPOSE OF REPORT

1. The purpose of this report is to obtain a decision from the Fendalton/Waimari Community Board on whether to remove or retain the Liquidambar street tree which is located outside 30 Rembrandt Place, Burnside. The tree is casting shade on the resident's swimming pool.

EXECUTIVE SUMMARY

2. An original request for the tree to be removed was received in January 2011 from Mr Stone. This was dealt with by Martin Gohns (previously employed as a Council Street Tree Arborist). The request for the removal of the tree was declined on the grounds that there were no health and safety issues associated with the tree to warrant its removal (refer **Attachment 1**). On 14 April 2012 Mr Stone contacted the Council to request the removal of the tree as it was casting shade on his swimming pool.
3. Tim Easterbrook of City Care met Mr Stone on site on 18 April 2012 and advised that the tree would not be removed as was healthy and there were no safety implications associated with the tree that warranted its removal. Tim Easterbrook advised Mr Stone to contact the Community Board with regards to its removal. The Fendalton/Waimari Community Board received a request for a deputation by appointment from Mr Stone.
4. The tree was inspected on 19 June 2012 by Craig Taylor, Christchurch City Council Arborist (using an industry recognised system of Visual Tree Assessment (VTA). The tree was inspected from ground level. No aerial inspection was carried out or samples taken for analysis. The following observations were made:
 - (a) It is a semi mature Liquidambar styraciflua 'Sweet gum' standing approximately 8.5 metres in height with a canopy spread of approximately 6.5 metres and a diameter at breast height (dbh) of the trunk of .260m.
 - (b) The tree is of average health and condition.
 - (c) There are no safety concerns associated with the tree that would warrant its removal under the delegated authority of Council staff.
 - (d) The tree does not overhang the boundary of 30 Rembrandt Place.
 - (e) The footpath had been replaced in 2010 after a CSR (Customer Service Request) was received from the resident due to the footpath sinking and the water ponding in that area.
 - (f) A small amount of standing water from the leaf litter in the kerb and channel.
 - (g) One crack noted to kerb and channel. It could not be determined if this was caused by the roots of the tree or not.
 - (h) Berm width of 1.85m.
 - (i) Footpath width of 1.85m.
 - (j) A storm water pipe is located on the North Eastern side of the tree at an approx distance of 4.6m.
5. Mr Stone made a deputation by appointment to the Community Board outlining his reasons for the tree to be removed on 17 July 2012. Craig Taylor also carried out a deputation to Community Board outlining the reasons to retain the tree on 17 July 2012. The Community Board decided that Council staff liaise with Mr Stone to outline various options.

9. Cont'd

6. The Council contacted Mr Stone and made a suitable time to meet and discuss the various options. This meeting was carried out on 25 July 2012. At the meeting it was outlined that:
 - (a) The STEM (*A Standard Tree Evaluation Method*) evaluation of the tree being approximately \$7,500.
 - (b) The Council wanted to do a consultation with the residents of Rembrandt Place with regards to street tree renewal. This process would also include working with a landscape architect to come up with some planting plans after discussion with the residents.
 - (c) This process would be carried out within two years.
 - (d) In the meantime, while this consultation process was in progress, work would be carried out on the tree including thinning and lifting of the tree to allow more light through.
7. Mr Stone declined all these options as he just wanted the tree removed. He also declined the option of carrying out any work on the tree.
8. It was also outlined that the Council wanted to work with Mr Stone to come to a satisfactory conclusion.
9. In discussion with Mr Stone he outlined the following:
 - (a) That he is 83 years of age and wanted to enjoy his swimming pool in retirement.
 - (b) That the tree is higher than the recessive plane of the house. His house is not permitted to go any higher than the rules set by the CCC but that the tree already has.
 - (c) That his son is a lawyer.
10. For the reasons given in paragraph three, that there are no health and safety issues with regards to this tree that would warrant its removal, staff recommend that the Board decline the request to remove the Liquidambar tree and continue to maintain it to internationally recognised and accepted arboricultural practices, standards and procedures.

FINANCIAL IMPLICATIONS

11. The cost to remove the tree and grind the stump is quoted at \$384.35 (refer **Attachment 2**). The cost to replace the tree, including the cost of watering and maintenance over the first year is quoted at \$1,369.74 equating to a total cost of \$1754.09 (refer **Attachment 3**).
12. The STEM valuation for the tree outside 30 Rembrandt Place is \$8000 with STEM points of 84. With nuisance of shading the STEM value is \$7500 and the STEM score 81.
 - (a) STEM (*A Standard Tree Evaluation Method*) is the New Zealand national arboricultural industry standard for evaluating and valuing amenity trees by assessing their condition and contribution to amenity along with other distinguishable attributes such as stature, historic or scientific significance.

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

13. Yes.

LEGAL CONSIDERATIONS

14. The Greenspace Manager has the following delegation with respect to trees:
 - (a) "In consultation with any other units affected and the relevant Community Board, authorise the planting or removal of trees from any reserve or other property under the Manager's control".

9. Cont'd

15. While the Transport and Greenspace Manager has the delegation to remove the tree, current practice is that in most cases requests to remove healthy and structurally sound and healthy trees are placed before the appropriate Community Board for a decision.
16. Under the delegations to Community Boards, the Board has the authority to "plant, maintain and remove trees on reserves, parks and roads" under the control of the Council within the policy set by the Council.
17. Protected trees can only be removed by a successful application under the Resource Management Act. These trees are not listed as protected under the provision of the Christchurch City Plan.
18. The following City Plan Policies may be of some benefit when considering the options:

Volume 2: Section 4 City Identity

4.2.1 Policy: Tree Cover

19. To promote amenity values in the urban area by maintaining and enhancing the tree cover present in the City.
 - (a) Tree cover and vegetation make an important contribution to amenity values in the City. Through the redevelopment of sites, existing vegetation is often lost and not replaced. The City Plan protects those trees identified as "heritage" or "notable" and the subdivision process protects other trees which are considered to be "significant". The highest degree of protection applies to heritage trees.
 - (b) Because Christchurch is largely built on a flat plain, trees and shrubs play an important role in creating relief, contributing to visual amenity and attracting native birds.
 - (c) The amount of private open space available for new planting and to retain existing trees is influenced by rules concerning building density and setback from boundaries. The rules do not require new planting for residential development but landscaping is required in business zones.

4.2.2 Policy: Garden City

20. To recognise and promote the "Garden City" identity, heritage and character of Christchurch.
 - (a) A key aspect of achieving this policy will be maintaining and extending environments and vegetation types which compliment this image. A broad range of matters influence and contribute to this image, including the following:
 - (i) Tree-lined streets and avenues;
 - (ii) Parks and developed areas of open space.

14.3.2 Policy: "Garden City" image identity

21. To acknowledge and promote the "Garden City" identity of the City by protecting, maintaining and extending planting which compliments this image.

VOLUME 3: PART 8 SPECIAL PURPOSE ZONE

14.3.5 Street Trees

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

9. Cont'd

23. An application to prune or remove the tree may be made to the District Court under The Property Law Amendment Act 1975.
24. The District Court can order the pruning or removal of a tree under the Property Law Amendment Act 1975.
25. The removal and replacement of the tree is to be completed by a Council approved contractor.

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

26. Yes, as per above.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

27. Draft LTCCP 2009-19, Streets and Transport: Page 81
 - (a) Governance - By enabling the community to participate in decision making through consultation on plans and projects.
 - (b) City Development - By providing a well-designed, efficient transport system and attractive street landscapes.
28. Retention of the tree is consistent with the Activity Management Plan provided the tree is structurally sound and healthy.
29. Removing and not replacing the tree is not consistent with the Activity Management Plan.

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

30. Yes, as above.

ALIGNMENT WITH STRATEGIES

31. Removing and replacing the tree would be consistent with the following strategies:
 - (a) Christchurch City Biodiversity Strategy.
 - (b) Christchurch Urban Design Vision.
 - (c) Garden City Image as per the City Plan.

Do the recommendations align with the Council's strategies?

32. Yes, as above.

CONSULTATION FULFILMENT

33. A consultation with residents of Rembrandt Place will be carried out within a six month period to receive feedback with regards to beautifying the street environment of Rembrandt Place.

BACKGROUND

34. Currently Rembrandt Place has four different species of tree including Sweet Gums, Ash, Birch and Hornbeam. Some residences have no trees on the road frontage due to trees being removed over the years and these sites have not been replanted. The Council would like to carry out a street tree evaluation in consultation with the residents of Rembrandt Place to beautify the street environment. This process would take two years to carry out with consultation happening within a six month period and the removal (if decided upon) and subsequent replanting occurring in 2014/2015 financial year.

9. Cont'd

35. The recessive plane as set by the Council and referred to by Mr Stone, on discussion with Shane Moohan (City Arborist), only applies to buildings and not to trees, shrubs, etc.
36. Over the years various trees have been removed for health and safety issues and due to the decline in their general health. These include:
 - (a) 32 Rembrandt Place. Liquidambar removed due to large root damaging footpath. Removed for health and safety concerns under CSR.
 - (b) 22 Rembrandt Place. 3x Gleditsia removed due to decline in health. Trees replaced with 3 x Hornbeam.
 - (c) 6 Rembrandt Place. Tree in decline and removed under CSR.

OPTIONS

37. Decline the request to remove the Liquidambar street tree and continue to maintain it to internationally recognised and accepted arboricultural practices, standards and procedures.
38. Remove and replace the Liquidambar street tree. The costs are to be borne by the applicant. All work is to be carried out by an approved Council tree contractor.

STAFF RECOMMENDATION

It is recommended that the Fendalton/Waimairi Community Board decline the request to remove the Liquidambar street tree and continue to maintain it to internationally recognised and accepted arboricultural practices, standards and procedures.

Photographs of 30 Rembrandt Place



Photo 1 – Liquidambar styraciflua



Photo 2 – Repair to footpath



Photo 3 - No overhang to boundary



Photo 4 - Crack to kerb and channel



Photo 5 - 3 x Hornbeams



Photo 6 - Birch and Ash tree



Photo 7 – Liquidambar at 30 Rembrandt Place in Spring



Photo 8 - Aerial view of Rembrandt Place



City Care Ltd, 245 Milton Street, PO Box 7669, Christchurch, New Zealand Phone 03 941 7199 Fax 03 941 7201



ISO14001 Certified ISO9001 Certified

City Care Quote : 1501.01

Name:	Christchurch City Council	Contact:	Craig Taylor
Address:	PO Box 237 Christchurch Mail Centre CHRISTCHURCH		
Telephone:	03 941 8630	Fax:	
Email:	craig.taylor@ccc.govt.nz	Date	19th September 2012

		Job Number:	
Contract Name:	Rembrant Place - Tree Planting TE		
Job Location:	30 Rembrant Place		
City Care Details			
Name:	Tim Easterbrook		
Telephone:	03 941 7200	Fax:	03 941 7250
Email:	Tim.easterbrook@citycare.co.nz		

City Care has pleasure in submitting the following quote:

Replant tree outside 30 Rembrant place Christchurch City Council to provide tree and 12 Months after care.

Item No.	Description	Quantity	Unit	Rate \$	Total \$
	Tree Planting				
	Tree Planting	1.00	Ea	334.40	334.40
	Aftercare 12 Months	12.00	MONTH	71.39	856.68
	Total for Tree Planting				\$1,191.08
				Total Price	\$1,191.08
				GST	\$178.66
				Total Price inc GST	\$1,369.74

Standard Conditions:

- Any quotation that involves credit is subject to normal credit checking.
- All amounts and rates exclude GST.
- Projects will be programmed within a mutually agreed timeframe following acceptance of the quotation.
- The above quote is valid for 60 days. A copy of City Care's standard Terms & Conditions is available on request.

Project Specific Conditions:

Accepted: If you would like to accept this quotation, please sign and date this document and return it to City Care.		
Client Signature		Date

ATTACHMENT 3 TO CLAUSE 9



City Care Ltd, 245 Milton Street, PO Box 7669, Christchurch, New Zealand Phone 03 941 7199 Fax 03 941 7201



ISO14001 Certified ISO9001 Certified

City Care Quote : 1502.01

Name:	Christchurch City Council	Contact:	Craig Taylor
Address:	PO Box 237 Christchurch Mail Centre CHRISTCHURCH		
Telephone:	03 941 8630	Fax:	
Email:	craig.taylor@ccc.govt.nz	Date	19th September 2012

		Job Number:	
Contract Name:	Rembrant Place - Tree Removal TE		
Job Location:	30 Rembrant Place		
City Care Details			
Name:	Tim Easterbrook		
Telephone:	03 941 7200	Fax:	03 941 7250
Email:	Tim.easterbrook@citycare.co.nz		

City Care has pleasure in submitting the following quote:

For the removal of one Liquidambar tree closest to the drive way outside 30 Rembrant place, and grind out stump.

Item No.	Description	Quantity	Unit	Rate \$	Total \$
	Tree Removal				
	Tree Removal	1.00	LS	257.53	257.53
	Stumper	1.00	LS	76.69	76.69
	Total for Tree Removal				\$334.22
				Total Price	\$334.22
				GST	\$50.13
				Total Price inc GST	\$384.35

Standard Conditions:

- Any quotation that involves credit is subject to normal credit checking.
- All amounts and rates exclude GST.
- Projects will be programmed within a mutually agreed timeframe following acceptance of the quotation.
- The above quote is valid for 60 days. A copy of City Care's standard Terms & Conditions is available on request.

Project Specific Conditions:

Accepted: If you would like to accept this quotation, please sign and date this document and return it to City Care.			
Client Signature		Date	

10. FENDALTON/WAIMAIRI COMMUNITY BOARD – 2012/13 RECESS COMMITTEE

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

PURPOSE OF REPORT

1. The purpose of this report is to seek the Board's approval to put in place delegation arrangements for the making of any required decisions (including applications for funding) that would otherwise be dealt with by the Board, covering the period following its final scheduled meeting for the year on 11 December 2012 up until the resumption of its ordinary meetings in February 2013.

EXECUTIVE SUMMARY

2. In previous years it has been the Board's practice to resolve to provide delegated authority to a Recess Committee comprising the Chairperson, Deputy Chairperson and one other member available (or their nominees), to make any needed decisions on the Board's behalf during the Christmas/New Year holiday period.

STAFF RECOMMENDATION

- (a) That a Fendalton/Waimairi Community Board Recess Committee comprising the Board Chairperson, Deputy Chairperson and one other Board member available (or their nominees), be authorised to exercise the delegated powers of the Fendalton/Waimairi Community Board for the period following its ordinary meeting on 11 December 2012 up until the Board resumes normal business in early February 2013.
- (b) That the application of any such delegation be reported back to the Board for record purposes.

11. FENDALTON/WAIMAIRI COMMUNITY BOARD – 2013 MEETING DATES

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

PURPOSE OF REPORT

1. To seek the adoption by the Board of its ordinary meeting dates from February to September 2013 inclusive.

EXECUTIVE SUMMARY

2. So that the business of the Board can be conducted in an orderly manner, and to allow public notification to be given of those meetings in compliance with the Local Government Official Information and Meetings Act 1987, it is necessary that the Board adopt a schedule of ordinary meetings up to September 2013.
3. The dates proposed assume that meetings of the Fendalton/Waimairi Community Board will to be held on the first and third Tuesdays of each month commencing at 4pm. The practice of having a Board Seminar (if required) following the Board's monthly meetings is also proposed to continue. Given the rapid growth in the numbers of seminars, workshops and site visits for the Fendalton/Waimairi Board in 2012 and which is likely to continue into 2013, staff request members to consider additional reserve seminar slots all other Tuesdays commencing at 8am. This will also support the reintroduction of Committee should this need to be considered. The venue for the holding of all ordinary meetings, seminars and workshops is the Board Room, corner Jeffreys and Clyde Roads, Fendalton.
4. The Board will recall that week three of each calendar month is assigned as 'community week' for Councillors where, as far as possible, Council meetings are not generally scheduled during that week so that Councillors have the opportunity to be active in the community in their representation role, including for community board business and activities. By agreeing to the dates for its 2013 meetings, the Board will contribute to week three again being utilised as a 'community week'.
5. At the time of writing this report the Council has adopted its own schedule for 2013 of Council meetings, Earthquake Forums and Council Workshops up to September 2013. If there are any developments relating to that schedule that could have an impact on this Board's schedule, the Board will be advised prior to consideration of this report.

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

6. Yes, provision is made in the 2009-19 LTCCP on pages 154 to 159, for elected member representation and governance.

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

7. Yes, in respect of Schedule 7, clause 19 of the Local Government Act 2002, community boards may adopt a schedule of ordinary meetings that are also required to be publicly notified in accordance with section 46 of the Local Government Official Information and Meetings Act 1987.

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

8. Yes, pages 156 to 159 of the LTP refers regarding levels of service for democracy and governance.

11. Cont'd

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

9. Not applicable.

CONSULTATION FULFILMENT

10. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Fendalton/Waimairi Community Board consider adopting a schedule of ordinary meeting dates up to September 2013 to be held at 4pm in the Board Room, corner Jeffreys and Clyde Roads, as follows:

Board Meetings @ 4pm

Tuesday 19 February
Tuesday 5 March
Tuesday 19 March
Tuesday 2 April
Tuesday 16 April
Tuesday 7 May
Tuesday 21 May
Tuesday 4 June
Tuesday 18 June
Tuesday 2 July
Tuesday 16 July
Tuesday 6 August
Tuesday 20 August
Tuesday 3 September
Tuesday 17 September

Seminars/Workshops/Site Visits @ 8am

Tuesday 26 February
Tuesday 12 March
Tuesday 26 March
Tuesday 9 April
Tuesday 23 April
Tuesday 30 April
Tuesday 14 May
Tuesday 28 May
Tuesday 11 June
Tuesday 25 June
Tuesday 9 July
Tuesday 23 July
Tuesday 30 July
Tuesday 13 August
Tuesday 27 August
Tuesday 10 September
Tuesday 24 September

12. COMMUNITY BOARD ADVISER'S UPDATE

12.1 CURRENT ISSUES

12.2 2012/13 BOARD FUNDING UPDATE

Attached

13. ELECTED MEMBERS' INFORMATION EXCHANGE

13.1 UPDATE ON VISITS TO BURNSIDE AND KENDAL PRIMARY SCHOOLS

13.2 BOARD'S INFORMAL WORKSHOP REGARDING EARTHQUAKE PRIORITIES

13.3 FEEDBACK FROM BOARD MEMBER REPRESENTATIVES ON STANDING COMMITTEES OR EXTERNAL ORGANISATIONS

