

CHRISTCHURCH CITY COUNCIL AGENDA

THURSDAY 22 MAY 2014

9.30AM

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



CHRISTCHURCH CITY COUNCIL

Thursday 22 May 2014 at 9.30am
in the Council Chamber, Civic Offices, 53 Hereford Street

Council: The Mayor, (Chairperson).
Councillors Vicki Buck, Jimmy Chen, Phil Clearwater, Pauline Cotter, David East, Jamie Gough,
Yani Johanson, Ali Jones, Glenn Livingstone, Paul Lonsdale, Raf Manji, Tim Scandrett and
Andrew Turner

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1. APOLOGIES

2. DECLARATION OF INTEREST

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

3. CONFIRMATION OF MINUTES - COUNCIL MEETING OF 24 APRIL 2014, 8 MAY 2014 AND 12 MAY 2014

Attached.

4. DEPUTATIONS BY APPOINTMENT

5. PRESENTATION OF PETITIONS

**MINUTES OF A MEETING OF THE CHRISTCHURCH CITY COUNCIL
HELD AT 9.30AM ON THURSDAY 24 APRIL 2014**

PRESENT: Lianne Dalziel, The Mayor, (Chairperson).
Councillors Vicki Buck, Jimmy Chen, Phil Clearwater, Pauline Cotter, David East,
Jamie Gough, Yani Johanson, Ali Jones, Glenn Livingstone, Paul Lonsdale,
Raf Manji, Tim Scandrett and Andrew Turner.

1. APOLOGIES

An apology for lateness was received from Councillor Buck.

It was **resolved** on the motion of Councillor Turner, seconded by Councillor Jones, that the apology be accepted.

2. DECLARATION OF INTEREST

A declaration of interest was received from Councillor Lonsdale in regard to item 11 (9) a part C item from the Community Committee.

3. CONFIRMATION OF MINUTES - COUNCIL MEETING OF 27 MARCH 2014 AND 10 APRIL 2014

It was **resolved** on the motion of Councillor East, seconded by Councillor Turner, that the open minutes of the Council meetings held on Thursday 27 March 2014 and Thursday 10 April 2014 be confirmed.

4. DEPUTATIONS BY APPOINTMENT

Nil.

5. PRESENTATION OF PETITIONS

Genevieve deSpa and Greg Rzeniowiecki presented a petition containing 300 signatures requesting –“We the undersigned call on the Christchurch City Council to adopt the 12 point resolution, (**attached**) as representing the public interest guidelines to National Government in its negotiations on the Trans Pacific Partnership. We further request that Christchurch City Council present copies of this petition to National Government as the will and collective interest of the undersigned along with itself.”

It was **resolved** on the motion of The Mayor seconded by Councillor Johanson that staff prepare a report on the petition and present it to the June meeting of the Earthquake Recovery Committee of the Whole.

17. SUPPLEMENTARY REPORT

It was **resolved** on the motion of Councillor Clearwater, seconded by Councillor Livingstone, that the supplementary reports be received at the Council meeting of 24 April 2014.

6. REPORT OF THE ACTING CHIEF EXECUTIVE

It was **resolved** on the motion of Councillor Lonsdale, seconded by Councillor Scandrett, that the information contained in this report be received.

7. REPORT OF THE AUDIT AND RISK MANAGEMENT COMMITTEE: MEETING OF 2 APRIL 2014

(1.) INTERNAL AUDIT STATUS REPORT

It was **resolved** on the motion of Councillor Manji, seconded by Councillor East, that the Council accept this report and request that further reports include a list of high risk issues as identified by internal audit. This list should be included when the report goes to the Council.

(2.) AUDIT NEW ZEALAND MANAGEMENT REPORT FOR THE YEAR ENDED 30 JUNE 2013

It was **resolved** on the motion of Councillor Manji, seconded by Councillor East, that the Council receives the Management Report.

(3.) BUSINESS CONTINUITY MANAGEMENT FRAMEWORK

It was **resolved** on the motion of Councillor Manji, seconded by Councillor East, that the Council:

- 3.1 Authorise the Business Continuity Management (BCM) Framework for the Christchurch City Council.
- 3.2 Agree to take a Governance and Performance Evaluation role via a report to the Audit and Risk Management Committee meeting.
 - 3.2.1 The Performance Evaluation will include reporting on the following components:
 - Status of actions from management reviews
 - Changes in external and internal issues relevant to BCMS
 - Information on Business Continuity performance, including trends in
 - Non conformance and corrective action
 - Evaluation results
 - Audit results
 - Opportunities for improvement

It was **resolved** on the motion of Councillor Manji, seconded by Councillor East, that the report as a whole be adopted.

8. REPORT OF A MEETING OF THE EARTHQUAKE RECOVERY COMMITTEE OF THE WHOLE: MEETING OF 3 APRIL 2014

(1.) LAND USE RECOVERY PLAN: APPROVAL IN PRINCIPLE OF SPREYDON LODGE (HALSWELL NORTH) MEDIUM DENSITY HOUSING EXEMPLAR PROJECT

It was **resolved** on the motion of Councillor Scandrett, seconded by Councillor Gough, that the Council:

- 1.1 Approve 'in principle' stage 1 of the Meadowlands Development as an Exemplar Medium Density Housing Project on the basis of the submitted material provided at Attachment 2.
- 1.2 Note the scope of the incentive support requested of Council by Danne Mora and delegate to the Chief Planning Officer to negotiate a suitable agreement that assists the achievement of the exemplar outcomes.
- 1.3 Note that a Resource Consent Application from Danne Mora Holdings Ltd/Wayne Francis Charitable Trust in respect of Stage 1 of the Meadowlands Development is the next step for the developer to formally initiate.

8 Cont'd

- 1.4 Note that staff should continue to work with the developer, CERA and other interested parties to expedite as reasonably as possible the process for the first step development.

(2.) MAIN ROAD MASTER PLAN – CONSULTATION REPORT

It was **resolved** on the motion of Councillor Johanson, seconded by Councillor Lonsdale, that the Council:

- 2.1 Receive the summary of submissions to the Draft Main Road Master Plan in **Attachment 1** of the report (Clause 8.2 in the Council agenda of 27 March 2014).
- 2.2 Decide that Hearings be held.
- 2.3 Delegate the Mayor and the Chairperson of the Hagley/Ferrymead Community Board to decide the composition of the Hearings Panel.

(7.) NATURAL ENVIRONMENT RECOVERY PROGRAMME - INTERNAL PROGRESS REPORT

It was **resolved** on the motion of the Mayor, seconded by Councillor Johanson that the Council request that the report under item 7.1 of the Earthquake Recovery Committee of the Whole be provided to the Earthquake Recovery Committee of the Whole meeting of 1 May, if not available by then, it be included in the report on the flooding taskforce issues.

It was **resolved** on the motion of The Mayor, seconded by Councillor East, that the report as a whole be adopted.

The Council adjourned at 10.38 am and resumed at 11.00 am.

9. REPORT OF THE FINANCE COMMITTEE: MEETING OF 8 APRIL 2014

(1.) CHRISTCHURCH CITY HOLDINGS LIMITED, CHRISTCHURCH AGENCY FOR ENERGY TRUST, VBASE LIMITED, CIVIC BUILDING LIMITED, TUAM LIMITED, THE WORLD BUSKERS' FESTIVAL TRUST, ROD DONALD BANKS PENINSULA TRUST, RICcarton BUSH TRUST AND NEW ZEALAND LOCAL GOVERNMENT FUNDING AGENCY LIMITED HALF YEAR FINANCIAL STATEMENTS

It was **resolved** on the motion of Councillor Manji, seconded by Councillor Lonsdale, that the Council receive the half-year reports for the following Council Controlled Organisations:

- Christchurch City Holdings Limited
- Christchurch Agency for Energy Trust
- Vbase Limited
- Civic Building Limited
- Tuam Limited
- The World Busker's Festival
- Rod Donald Banks Peninsula Trust
- Riccarton Bush Trust
- New Zealand Local Government Funding Agency Limited.

(2.) DRAFT STATEMENTS OF INTENT FOR CIVIC BUILDING LIMITED, TUAM LIMITED, ROD DONALD BANKS PENINSULA TRUST, RICCARTON BUSH TRUST, CHRISTCHURCH AGENCY FOR ENERGY TRUST AND NEW ZEALAND LOCAL GOVERNMENT FUNDING AGENCY

It was **resolved** on the motion of Councillor Manji, seconded by Councillor Lonsdale, that the Council:

- 2.1 Accept the draft statements of intent for the following Council Controlled Organisations (CCOs) and that the CCOs consider the following comments when finalising the SOI:

2.1.1 Civic Building Limited

2.1.2 Tuam Limited

2.1.3 Rod Donald Banks Peninsula Trust

- That Rod Donald Banks Peninsula Trust should concentrate on one or two key achievements under each indicator. The other achievements can be maintained for internal purposes.

That the council notes the change in the Trust's investment policy to allow it to invest with institutions that fall outside the Council's own investment policy. Noting that the limits are as follows:

(a) No more than 30 percent of fixed income investments in instruments falling outside Council's investment policy

(b) No more than 15 percent of the total fixed income funds will be invested in Non Bank Deposit Takers (NBDT)

(c) No more than 7 percent of the total fixed income funds will be invested in any single non-credit rated Non Bank Deposit Takers (NBDT)

(d) No more than \$250,000 will be invested with any single non-rated Non Bank Deposit Takers (NBDT)

(e) Any such investments should be assessed by the investment sub-committee for credit risk acceptability.

2.1.4 Riccarton Bush Trust

- That the Council seek an addition to the Statement Of Intent regarding getting an agreed option for the Council's Uni Cycle Route through Riccarton Bush as a matter of priority.

2.1.5 Christchurch Agency for Energy Trust

- Included a performance or financial target that shows the value of grants that have been committed under the Christchurch Energy Grants Scheme but are yet to be uplifted by the recipient.
- Address the future of CAfE given the withdrawal of the appointer organisations from its funding.

2.1.6 New Zealand Local Government Funding Authority Limited.

(3.) DRAFT STATEMENTS OF INTENT FOR CHRISTCHURCH CITY HOLDINGS LIMITED, ORION NEW ZEALAND LIMITED, CHRISTCHURCH INTERNATIONAL AIRPORT LIMITED, LYTTTELTON PORT COMPANY LIMITED, ENABLE SERVICES LIMITED, CITY CARE LIMITED, RED BUS LIMITED, ECOCENTRAL LIMITED, CANTERBURY DEVELOPMENT CORPORATION HOLDINGS LIMITED AND CRIS LIMITED

It was **resolved** on the motion of Councillor Manji seconded by Councillor Lonsdale, that the Council:

3.1 Accept the draft statements of intent for the following entities:

- 3.1.1 Christchurch City Holdings Limited
- 3.1.2 Orion New Zealand Limited
- 3.1.3 Christchurch International Airport Limited
- 3.1.4 Lyttelton Port Company Limited
- 3.1.5 Enable Services Limited
- 3.1.6 City Care Limited
- 3.1.7 Red Bus Limited
- 3.1.8 EcoCentral Limited
- 3.1.9 Canterbury Development Corporation Holdings Limited
- 3.1.10 CRIS Limited.

That the staff recommendation be adopted noting the following in relation to 3.1.9: That the operation and structure of Canterbury Development Corporation Holdings Limited is subject to review as part of the Cameron report.)

(4.) EARTHQUAKE CLAIMS UPDATE AS AT 28 FEBRUARY 2014

It was **resolved** on the motion of Councillor Manji, seconded by Councillor Lonsdale, that the Council receive the report.

(5.) LANCASTER PARK – ACQUISITION OF LAND FROM VBASE

It was **resolved** on the motion of Councillor Manji, seconded by Councillor Lonsdale, that the Council approve:

- 5.1 The purchase from Vbase Limited, that parcel of land described as Lot 64 Deposited Plan 631 containing 936 square metres more or less being all the land comprised in certificate of title CB98/139 for the sum of \$159,000 (plus GST if any), to be funded from borrowing.
- 5.2 An encumbrance being registered against the title to the land to ensure that the land is held for the same purposes as defined in the Christchurch City Council (Lancaster Park) Land Vesting Act 2008.
- 5.3 That the Director of Corporate Services be delegated authority to enter into any documents necessary to effect the purchase of the land and registration of the encumbrance at 6.1 and 6.2 above.

It was **resolved** on the motion of Councillor Manji, seconded by Councillor Lonsdale, that the report as a whole be adopted.

10. REPORT OF THE COMMUNITY COMMITTEE: MEETING OF 21 MARCH 2014

It was **resolved** on the motion of Councillor Johanson, seconded by Councillor Jones, that the report as a whole be received.

11. REPORT OF THE COMMUNITY COMMITTEE: MEETING OF 15 APRIL 2014

(1.) FACILITIES REBUILD PORTFOLIO: MONTHLY STATUS UPDATE

It was **resolved** on the motion of Councillor Johanson, seconded by Councillor Jones, that the Council receive the information in this report.

(2.) FACILITIES REBUILD: NORTH BEACH COMMUNITY CRECHE

Councillor Cotter moved, seconded by Councillor East, that the Council:

- 2.1 Agree to sell part of the former Crèche building to the Spencerville Residents Association for \$1 (one dollar).
- 2.2 Agree to demolish the balance of the building and improvements, level and grass the site pending further discussion on a future strategy.
- 2.3 Accept the indemnity value of \$82,937 offered by the Council's insurer.

The Mayor moved by way of amendment that the report be referred back to the Community Committee and further information be provided about the insurance and possible future uses of the site.

The amendment was seconded by Councillor Jones and on being put to the meeting was declared **carried**.

Councillors Cotter, East and Scandrett asked that their vote against the amendment be recorded. use

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

(3.) APPROVAL OF AN EXTENSION OF TIME FOR A HERITAGE INCENTIVE GRANT, 236 TUAM STREET

It was **resolved** on the motion of Councillor Johanson, seconded by Councillor Scandrett, that the Council adopt the staff recommendation and that the Council approve an extension of time of one year for the completion of work associated with a previously approved Heritage Incentive Grant. The new date for required completion would be one year from the approval by the Council. The expiry date being 24 April 2015.

- 3.1 That the Council **request** an urgent meeting with CERA/CCDU to discuss the future of 236 Tuam Street noting concern at the delays in making progress.

(4.) CENTRAL CITY LANDMARK HERITAGE GRANTS - RECOMMENDATION FOR 2013/14

It was **resolved** on the motion of Councillor Johanson, seconded by Councillor Lonsdale, that the Council approve a Central City Landmark Heritage Grant of up to \$800,000 for the West Avon Apartment Building, 279 Montreal Street, subject to the completion of the agreed scope of works and the owners entering into a Full Conservation Covenant with the Council.

(5.) DEPUTATIONS BY APPOINTMENT

It was **resolved** on the motion of Councillor Johanson, seconded by Councillor Scandrett, that the Council raise the issue of the future of heritage buildings in High Street directly with the relevant Ministers.

(9). HERITAGE INCENTIVE GRANT APPROVAL FOR 'WOODS MILL' 14 WISE STREET, ADDINGTON.

Councillor Lonsdale took no part in this item.

It was **resolved** on the motion of Councillor Johanson, seconded by Councillor Scandrett that the Council:

- 9.1 A Heritage Incentive Grant of up to \$900,000 for conservation and maintenance work for the protected heritage building 'Woods Mill' at 14 Wise Street, Addington subject to compliance with the agreed scope of works and certification of the works upon completion.
- 9.2 That payment of this grant is subject to the applicants entering a full conservation covenant with the signed covenant having the Council seal affixed prior to registration against the property title.

It was **resolved** on the motion of Councillor Johanson, seconded by Councillor Scandrett that the report as a whole be adopted.

12. REPORT OF THE HOUSING COMMITTEE: MEETING OF 15 APRIL 2014

(1.) FACILITIES REBUILD PLAN SOCIAL HOUSING DELEGATION CHANGE

It was **resolved** on the motion of Councillor Livingstone, seconded by Councillor Cotter, that the Council amend the current Delegation Register for those units which fall under the vacant unit redecoration process in the manner set out in italics as follows:

Chief Operating Officer and the Chief Financial Officer

1. Facilities Rebuild Plan

- (a) Delegates to the Chief Financial Officer and Chief Operating Officer, jointly, the authority to:
 - (iv) repair an existing social housing facility block or individual unit within a block (*excluding any vacant unit redecoration earthquake repairs*), subject to receipt of insurance funds or written confirmation from EQC/Insurer of insurance settlement, where the repairs will cost less than or equal or up to 20 percent more than the insurance funds received for the block or the individual unit within the block when calculated on a pro rata basis.

Community Support Manager

The Community Support Unit Manager has delegated authority to approve vacant social housing unit earthquake repairs up to \$30,000 for each individual unit.

(2.) FACILITIES REBUILD SOCIAL HOUSING PROGRAMME STATUS UPDATE

It was **resolved** on the motion of Councillor Livingstone, seconded by Councillor Cotter, that the Council receive the report.

(3.) COUNCIL HOUSING EXEMPLARS

Councillor Livingstone moved, seconded by Councillor Cotter, that the Council:

- 3.1 Endorse Andrews Crescent as a preferred candidate for exemplar status under the Land Use Recovery Plan (LURP). Notes this preferred status is subject to evaluation against the assessment criteria.
- 3.2 That the Council determine the preferred second candidate for exemplar status is Brougham Village.
- 3.3 Confirm its commitment to work with other stakeholders; including but not limited to Canterbury Earthquake Recovery Authority (CERA), Ngai Tahu, the Ministry of Business, Innovation and Employment (MBIE), Housing New Zealand Corporation and NZ Transport Authority (NZTA)
- 3.4 Note that further reports will be provided prior to seeking detailed proposals from the market and once more following the receipt and evaluation of any site specific proposals.
- 3.5 Note that Council led exemplar schemes are still subject to the outcome of the council's consultative process regarding both Affordable and Social Housing.

Councillor Clearwater moved by way of amendment, seconded by Councillor Scandrett that the Council determine the preferred second candidate for exemplar status is Carey street.

It was **resolved** on the motion of Councillor Livingstone, seconded by Councillor Cotter, that the report as a whole be adopted.

The Council adjourned at 12.42 pm and resumed at 2.07 pm.

**13. REPORT BY THE CHAIRMAN OF THE BURWOOD/PEGASUS COMMUNITY BOARD
17 MARCH 2014**

Councillors Chen, Gough and Johanson were not present for this item

**(1.) RAWHITI DOMAIN – THE GRANTING OF EASEMENTS IN FAVOUR OF ORION LIMITED'S
66 KVA SUBSTATION SITE**

It was **resolved** on the motion of Councillor East, seconded by Councillor Livingstone, that the Council close the fenced Local Purpose (Electricity Substation) Reserve, over which Orion New Zealand Limited have an easement, to general public access, subject to the following conditions:

- 1.1 That only Orion staff and their invitees have access to the Local Purpose (Electricity Substation) Reserve.
- 1.2 That staff give public notice that the Council has passed this resolution.

14. THE COUNCIL'S ROLE IN AFFORDABLE/SOCIAL HOUSING

It was **resolved** on the motion of the Mayor, seconded by Councillor Clearwater that the Council refer the reports and delegate authority to the Earthquake Recovery Committee of the Whole to make a decision on the staff recommendations contained in the report.

15. GIFTING SELECTED HERBARIUM SPECIMENS TO LANDCARE RESEARCH NEW ZEALAND LTD

It was **resolved** on the motion of Councillor Lonsdale, seconded by Councillor Cotter, that the Council:

- 15.1 Gift the Armstrong Collection and the herbarium specimens of Bulgarian origin held by the Christchurch Botanic Gardens Herbarium to Landcare Research New Zealand Limited, to be held in the Allan Herbarium located at the Canterbury Agriculture and Science Centre, Lincoln, subject to Landcare Research:
 - 15.1.1 Providing digital images of all the specimens in the Armstrong Collection to the Christchurch City Council once the digitisation process has been completed, at no cost to the Christchurch City Council.
 - 15.1.2 Ensuring that the Armstrong Collection is acknowledged in all circumstances, and that the specimens are curated to add an acknowledgement that each specimen originated from the Armstrong Collection and was gifted by the Christchurch City Council.
 - 15.1.3 Transcribing and making available any botanical information written on the specimen sheets in the Armstrong Collection in accordance with Landcare Research's policies, at no cost to the Christchurch City Council.
- 15.2 Prepare a Gift of Deed for the transfer of the Armstrong Collection and herbarium specimens of Bulgarian origin ("the property"), with nil financial consideration.
- 15.3 Organise a suitable ceremony being organised between the Christchurch City Council and Landcare Research to acknowledge the change in ownership of the Armstrong Collection and the herbarium specimens of Bulgarian origin.
- 15.4 Investigate a memorandum of understanding between the Christchurch Botanic Gardens and Landcare Research.

16. PSYCHOACTIVE PRODUCTS RETAIL LOCATIONS POLICY (LOCAL APPROVED PRODUCT POLICY) 2014 CONSULTATION DOCUMENTS (SEPARATELY CIRCULATED)

It was **resolved** on the motion of Councillor Turner, seconded by Councillor Clearwater, that the Council:

- 16.1 Resolve that the draft policy (**Attachment 1**), the Statement of Proposal (**Attachment 2**); the Summary of Information (**Attachment 3**) and a map of permitted areas (**Attachment 4**) be adopted for consultation through a Special Consultative Procedure.
- 16.2 Resolve that a public notice of the consultation be given in The Press and Christchurch Star newspapers and on the Council's website at the start of the consultation period, and that a public notice of the proposal be given in community newspapers distributed in the Christchurch district area, as close as possible to the start of the consultation period.
- 16.3 Resolve that the consultation documents be made available for public inspection at Council Service Centres, Council Libraries and on the Council's website during the consultation period, and authorise the Unit Manager, Strategic Policy to determine the specific persons and/or organisations to whom the Summary of Information will be distributed as a basis for the general consultation.
- 16.4 Establish a Hearings Panel which the Council Secretary will appoint the panel members, to consider submissions on the draft policy and report back to Council by September 2014.

16 Cont'd

16.5 Direct staff to scope a collaborative approach with the aim of identifying further harm minimising options and report back to Council by September 2014.

Councillor Lonsdale asked that his vote against the resolution be recorded.

18. COUNCIL RESOLUTION TRACKER

It was **resolved** on the motion of Councillor East, seconded by Councillor Scandrett, that the Council receive the report.

19. NOTICES OF MOTION

Nil.

20. RESOLUTION TO EXCLUDE THE PUBLIC

At 2.39pm it was **resolved** on the motion of Councillor Clearwater, seconded by Councillor Scandrett, that the resolution to exclude the public as set out on pages 426 - 430 of the agenda and the supplementary agenda be adopted.

It was **resolved** on the motion of Councillor Clearwater, seconded by Councillor Scandrett, that: Phillip Carter and Mary Devine be allowed to remain in the Public Excluded session and address the Council regarding item 30 and leave the meeting once they have addressed the Council and that Tony Paterson be allowed to remain for item 23 (12.) due to his expert knowledge of the matter.

CONCLUSION

The meeting concluded at 4.43 pm at which point the public were readmitted.

CONFIRMED THIS 22ND DAY OF MAY 2014

MAYOR

**MINUTES OF A MEETING OF THE CHRISTCHURCH CITY COUNCIL
HELD AT 9.30AM ON THURSDAY 8 MAY 2014**

PRESENT: The Mayor, (Chairperson).
Councillors Vicki Buck, Jimmy Chen, Phil Clearwater, Pauline Cotter, David East, Jamie Gough, Yani Johanson, Ali Jones, , Glenn Livingstone, Paul Lonsdale, Raf Manji, Tim Scandrett and Andrew Turner.

1. APOLOGIES

Apologies for lateness was received from the Mayor and Councillor Manji .

It was **resolved** on the motion of Councillor Buck, seconded by Councillor Scandrett, that the apologies be accepted.

Councillor Buck assumed the chair.

The Council dealt with the agenda in the following order.

3. DEPUTATIONS BY APPOINTMENT

Andrew Abakan addressed the Council regarding item 24 of the agenda Area Wide Mitigation Port Hills.

Phil Elmey addressed the Council regarding item 24 of the agenda Area Wide Mitigation Port Hills.

The Mayor joined the meeting at 9.45 am and took the chair at that point.

24. AREA WIDE MITIGATION PORT HILLS

Councillor Manji joined the meeting at 10.00 am.

It was **resolved** on the motion of the Mayor, seconded by Councillor Lonsdale

That the matter lie on the table until the 12 June meeting and that further information be provided on the following:

- 1 Legal advice on the Council liability on the properties not purchased by the Crown but identified in the Red Zone including potential liability should rockfall protections fail in the future.
- 2 Include all information provided to Councillors on 7 May. (Including response to letter from the Local Member of Parliament and the Cabinet advice to which the Member refers).
- 3 Information on the supporting calculations which underpin the cost benefit analysis (including expanding to cover Crown owned property).
- 4 The basis for MBIE review of section 124 notices.
- 5 Specific information on Finnsarby Place

The Council adjourned at 10.38 am and resumed at 11.02 am.

2. DECLARATION OF INTEREST

There were no declarations of interest

4. PRESENTATION OF PETITIONS

Nil.

**5. REPORT OF A MEETING OF THE LYTTTELTON/MT HERBERT COMMUNITY BOARD:
MEETING OF 19 MARCH 2014**

Paula Smith, Chairperson, joined the table for discussion of this item.

It was **resolved** on the motion of Councillor Turner, seconded by Councillor Scandrett, that the report be received. Note that staff work with the board on parking issues on Norwich Quay and also the wharves and jetties issues on the peninsula.

**6. REPORT OF A MEETING OF THE RICcarton/WIGRAM COMMUNITY BOARD:
MEETING OF 1 APRIL 2014**

Mike Mora, Chairperson, tendered his apology.

It was **resolved** on the motion of Councillor Chen, seconded by Councillor Gough, that the report be received.

**7. REPORT OF THE CHAIRPERSON OF THE RICcarton/WIGRAM COMMUNITY BOARD:
MEETING OF 15 APRIL 2014**

Mike Mora, Chairperson, tendered his apology.

(1.) AWATEA ROUTE UPGRADE

It was **resolved** on the motion of Councillor Chen, seconded by Councillor Buck, that the Council approve the following special vehicle lanes (cycle lanes) and shared pathways:

Install new Cycle Lanes

- 1.1 That a special vehicle lane for the use of south east bound bicycles only be established on the north east side of Awatea Road against the kerb or edge of seal, commencing at a point 8 metres south east of its intersection with Springs Road and extending in a south easterly direction for a distance of 31 metres.
- 1.2 That a special vehicle lane for the use of south east bound bicycles only be established on the north east side of Awatea Road adjacent to the parking lane, and crossing the intersections of Dix Street and Awatea Gardens, commencing at a point 39 metres south east of its intersection with Springs Road and extending in a south easterly direction for a distance of 441 metres.
- 1.3 That a special vehicle lane for the use of south east bound bicycles only be established on the north east side of Awatea Road against the kerb or edge of seal or to the immediate right of bus bays, and crossing the intersections of Mustang Avenue, The Runway and Wigram Road and immediately to the right of the left turn lane into Mustang Avenue, The Runway and Wigram Road, commencing at a point 85 metres south east of its intersection with Awatea Gardens and extending in a south easterly direction for a distance of 1472 metres.
- 1.4 That a special vehicle lane for the use of north west bound bicycles only be established on the south west side of Awatea Road against the kerb or edge of seal, commencing at its intersection with Springs Road and extending in a south easterly direction for a distance of 40 metres.

7 Cont'd

- 1.5 That a special vehicle lane for the use of north west bound bicycles only be established on the south west side of Awatea Road adjacent to the parking lane, and crossing the intersection of Gibson Drive, commencing at a point 40 metres south east of its intersection with Springs Road and extending in a south easterly direction for a distance of 439 metres.
- 1.6 That a special vehicle lane for the use of north west bound bicycles only be established on the south west side of Awatea Road against the kerb or edge of seal or to the immediate right of bus bays, and crossing the intersections of Wilmers Road, Owaka Road and Carrs Road, commencing at a point 479 metres south east of its intersection with Springs Road and extending in a south easterly direction for a distance of 1436 metres.

Install new Shared Pedestrian/Cycle path

- 1.7 That the pathway on the north east side of Awatea Road commencing at a point 200 metres south east of its intersection with Awatea Gardens and extending in a south easterly direction to the intersection of Wigram Road including the crossing facilities at the intersection of Mustang Avenue and The Runway be resolved as a shared pedestrian/bicycle pathway.
- 1.8 That the pathway on the south west side of Awatea Road commencing at a point 58 metres north west of its intersection with Owaka Road and extending in a north westerly direction for a distance of 10 metres be resolved as a shared pedestrian/bicycle pathway
- 1.9 That the pathway on the south west side of Awatea Road commencing at its intersection with Carrs Road and extending in a south easterly direction for a distance of 260 metres be resolved as a shared pedestrian/bicycle pathway.
- 1.10 That the pathway on the north west side of Wigram Road commencing at a point 10 metres north west of its intersection with Awatea Road and extending in a north easterly direction for a distance of 62 metres be resolved as a shared pedestrian/bicycle pathway.
- 1.11 That the pathway on the south east side of Wigram Road commencing at its intersection with Awatea Road and extending in a north easterly direction for a distance of 87 metres be resolved as a shared pedestrian/bicycle pathway.

It was **resolved** on the motion of Councillor Chen, seconded by Councillor Buck, that the report as a whole be adopted.

**8. REPORT OF A MEETING OF THE SHIRLEY/PAPANUI COMMUNITY BOARD:
MEETING OF 2 APRIL 2014**

Mike Davidson, Chairperson, joined the table for discussion of this item.

It was **resolved** on the motion of Councillor Jones, seconded by Councillor Cotter, that the report be received.

**9. REPORT OF A MEETING OF THE SPREYDON/HEATHCOTE COMMUNITY BOARD:
MEETING OF 1 APRIL 2014**

Paul McMahon, Chairperson, joined the table for discussion of this item.

It was **resolved** on the motion of Councillor Clearwater, seconded by Councillor Scandrett, that the report be received.

**10. REPORT OF A MEETING OF THE AKAROA/WAIREWA COMMUNITY BOARD:
MEETING OF 20 MARCH 2014**

Pam Richardson, Chairperson, joined the table for discussion of this item.

It was **resolved** on the motion of Councillor Turner, seconded by Councillor Scandrett, that the report be received and that staff work with the local community board to determine how many sandbags are required for the Little River area and where they can be stored and to work with NZTA to determine appropriate signage for flood events.

Councillor Buck returned to the meeting at 11.50 am.

**11. REPORT OF A MEETING OF THE BURWOOD/PEGASUS COMMUNITY BOARD:
MEETING OF 17 MARCH 2014**

Andrea Cummings, Chairperson, joined the table for discussion of this item.

It was **resolved** on the motion of Councillor East, seconded by Councillor Livingstone, that the report be received amended.

**12. REPORT OF A MEETING OF THE BURWOOD/PEGASUS COMMUNITY BOARD:
MEETING OF 7 APRIL 2014**

Andrea Cummings, Chairperson, joined the table for discussion of this item.

It was **resolved** on the motion of Councillor East, seconded by Councillor Livingstone, that the report be received and that the Council support the Community Board in its seeking a higher priority for the Pages Road residential Red Zone improvement and maintenance, recognising that it is the gateway to New Brighton.

**13. REPORT OF A MEETING OF THE FENDALTON/WAIMAIRI COMMUNITY BOARD:
MEETING OF 31 MARCH 2014**

Val Carter, Chairperson, joined the table for discussion of this item.

It was **resolved** on the motion of Councillor Gough, seconded by Councillor Manji, that the report be received.

**14. REPORT OF THE MEETING OF THE HAGLEY/FERRYMEAD COMMUNITY BOARD:
MEETING 2 APRIL 2014**

Sara Templeton, Chairperson, joined the table for discussion of this item.

It was **resolved** on the motion of Councillor Johanson, seconded by Councillor Lonsdale, that the report be received.

The Council adjourned at 12.40 pm and resumed at 1.27 pm.

**15. REPORT OF THE MEETING OF THE ENVIRONMENTAL COMMITTEE: MEETING OF 29 APRIL
2014**

It was **resolved** on the motion of Councillor East, seconded by Councillor Turner, that the report be received.

16. REPORT OF THE REGULATION AND CONSENTS COMMITTEE: MEETING OF 29 APRIL 2014

(1.) APPLICATION TO RELOCATE 9 GAMING MACHINES

Councillor Livingstone moved, seconded by Councillor Jones, that the Council:

1.1 *Receive this report; and*

1.2 *Does not grant the territorial consent to the New Zealand Racing Board to relocate 9 gaming machines at Addington Raceway.*

The clauses were put to the meeting separately.

Clause 1.1 when put to the meeting was declared **carried**.

Clause 1.2 when put to the meeting was declared **carried**. The Mayor and Councillor East asked that their votes against clause 1.2 be recorded.

It was **resolved** on the motion of Councillor Livingstone, seconded by Councillor Jones, that the report as a whole be adopted.

17. REPORT OF THE CHAIRPERSON OF THE EARTHQUAKE RECOVERY COMMITTEE OF THE WHOLE: MEETING OF 1 MAY 2014

(1.) LAND USE RECOVERY PLAN – ACTION 33 – CHRISTCHURCH CITY COUNCIL'S PRIORITISED INFRASTRUCTURE PROGRAMMES

It was **resolved** on the motion of the Mayor, seconded by Councillor Johanson, that the Council:

1.1 Continue to use the Long Term Plan and Annual Plan adjustment mechanism as required by the Local Government Act to provide for prioritised infrastructure programmes that identify capacity requirements and optimise available resources and funding to support the development of Greenfield priority residential and business areas, key activity centres, neighbourhood centres and intensification and Brownfield areas.

1.2 Note that no changes or variations to Local Government Act instruments are recommended to the Minister for Canterbury Earthquake Recovery as part of Action 33 of the Land Use Recovery Plan.

(2.) LAND USE RECOVERY PLAN. ACTION 7: POTENTIAL MECHANISMS FOR PROMOTING INTENSIFICATION AND CITY LIVING.

It was **resolved** on the motion of the Mayor, seconded by Councillor Chen, that the Council:

2.1 Note the work that has already been implemented, or has been approved for implementation.

2.2 Endorse the further investigation, in collaboration with the Canterbury Earthquake Recovery Authority, the Ministry for Business, Innovation and Employment and the LURP Steering Group made up of relevant Committee chairs, of mechanisms to promote and encourage intensification and city living in the general areas of:

2.2.1 Fiscal Measures

2.2.2 District Plan Measures, Planning, Building and Consent Support

2.2.3 Amenity Enhancements

2.2.4 Promoting Medium Density Homes.

17 Cont'd

(3.) LAND USE RECOVERY PLAN: EVALUATION OF CHRISTCHURCH CITY COUNCIL EXEMPLAR HOUSING PROJECTS

Councillor Cotter moved, seconded by Councillor Livingstone, that the Council:

- 3.1 *Endorse the projects at Andrews Crescent and Brougham Village as strong candidates for Exemplar status that have the potential to be good examples of medium density development in the existing urban area, based on the assessment to date of the conceptual proposals against the Exemplar criteria.*
- 3.2 *Note that further reports will be provided when the projects have been progressed to the stage where Exemplar project status can be confirmed.*

When put to the meeting the motion was declared **lost** on electronic vote No. 1 by 4 votes to 9 with one abstention, the voting being as follows:

For (4): Councillors Cotter, Johanson, Livingstone and Turner

Against (9): The Mayor and Councillors Buck, Chen, Clearwater, Gough, Jones, Lonsdale, Manji and Scandrett.

Abstain (1): Councillor East

The Mayor moved that the report be referred to the 22 May meeting with additional information provided on the Brougham Street site and the previous options.

When put to the meeting the motion was declared carried on electronic vote No. 2 by 13 votes to 1, the voting being as follows:

For (13): The Mayor and Councillors Buck, Chen, Clearwater, Cotter, East, Gough, Jones, Livingstone, Lonsdale, Manji, Scandrett and Turner.

Against (1): Councillor Johanson.

18. COMMUNITY ORGANISATIONS LOAN FUND – 2013/2014 FUNDING ROUND

It was **resolved** on the motion of Councillor Johanson, seconded by Councillor Livingstone, that the Council:

- 1 Approve a loan of \$70,000 at the rate of 4.5 per cent interest per annum, to Shirley Tennis Club Inc. over a seven year repayment term to contribute towards the demolition and rebuild of their clubhouse building.
- 2 Approves the Strategic Initiatives manager to investigate the ability or practicality of the Council to enter into a General Security Agreement (GSA) with Shirley Tennis Club Inc.

25. RESOLUTION TO BE PASSED – SUPPLEMENTARY REPORTS

It was **resolved** on the motion of the Mayor, seconded by Councillor East that items 27 and 28 be received and considered at the Council meeting of 8 May 2014.

It was **resolved** on the motion of Councillor Clearwater, seconded by Councillor Chen that item 26 be considered at the Council meeting of 12 May 2014.

28. CHIEF EXECUTIVE RECRUITMENT

That the Council confirm the appointment of Dr Karleen Edwards as its Chief Executive and:

- 1.1. The period of the contract be for 5 years from 16 June 2014.
- 1.2. The total remuneration from commencement date of \$395,000 per annum with provision for annual reviews.

19. RESOLUTION TO EXCLUDE THE PUBLIC

At 3.09 pm it was **resolved** on the motion of the Mayor, seconded by Councillor Clearwater, that the resolution to exclude the public set out on page 107 - 110 of the agenda be adopted and that Warwick Issacs be permitted to remain for consideration of item 27.

The public were readmitted at 5.40 pm

CONFIRMED THIS DAY OF JUNE 2014

MAYOR

**MINUTES OF AN EXTRAORDINARY MEETING OF THE CHRISTCHURCH CITY COUNCIL
HELD AT 12.30 PM ON MONDAY 12 MAY 2014**

PRESENT: Lianne Dalziel, The Mayor, (Chairperson).
Councillors Vicki Buck, Jimmy Chen, Phil Clearwater, Pauline Cotter, David East,
Jamie Gough, Yani Johanson, Ali Jones, Glenn Livingstone, Paul Lonsdale,
Raf Manji, Tim Scandrett and Andrew Turner.

1. APOLOGIES

Nil.

2. DECLARATION OF INTEREST

Nil.

3. DEPUTATIONS BY APPOINTMENT

Nil.

4. PRESENTATION OF PETITIONS

Nil.

The council dealt with the agenda in the following order.

5. MAYORAL TASK FORCE ON FLOODING

It was **resolved** on the motion of the Mayor, seconded by Councillor Clearwater that the Council:

- 5.1 Receive the Mayoral Taskforce report and seek the support of the other two clients in the Horizontal Infrastructure rebuild (the Crown and NZTA) to retrospectively approve the bringing forward of expenditure of up to \$600K to fund the Taskforce work to date from the stormwater temporary works programme of the infrastructure rebuild programme.
- 5.2 Note that the final draft of the temporary flood defence measures technical report (the technical report):
 - 5.2.1 Was completed on Friday 9th May 2014.
 - 5.2.2 Needs to be reviewed by senior Council engineers, policy and legal staff prior to being finalised.
 - 5.2.3 Agree to the release of the draft technical report without appendices and with financial and commercially sensitive information being removed
 - 5.2.4 Delegate to the Mayor, Chair of the Environmental Committee and the Acting Chief Executive to approve the release of the final report.
- 5.3 Note the time constraints on the Taskforce and commend all those involved for producing such a comprehensive analysis on the specific causes of the flooding in each of the priority areas noting the commitment to find solutions for vulnerable property owners.

5 Cont'd

- 5.4 Request the Acting Chief Executive establish a second phase Taskforce to:
- 5.4.1 Confirm the level 1 properties are appropriately identified, including face-to-face engagement to establish the most appropriate solutions and;
 - 5.4.2 Provide a recommended programme of actions and costs to implement urgent solutions in each catchment:
 - (a) Note that this should include a temporary pumping solution in Flockton, the repair of flap gates in the Avon and Heathcote rivers, the dredging of the Heathcote river and the removal of debris and improved maintenance regime.
 - (b) Delegate to the Mayor, Chair of the Environmental Committee and the Acting Chief Executive to agree the programme and implementation timeframe by 31st May 2014.
 - (c) Note, that some of this work may be authorised to commence immediately e.g. dredging, improved maintenance.
 - 5.4.3 Ensure that the SCIRT work programme is fully aligned with the Land Drainage Recovery Programme.
 - 5.4.4 Meet with the CCC/CERA Flood Steering Group to ensure that all workstreams are aligned with no doubling up or gaps.
 - 5.4.5 Identify any areas that have been impacted by flooding on the proposed levels 1 to 3 vulnerability and report on those.
 - 5.4.6 Urgently review criteria for assessing flood risk and land movement in Lyttelton to improve the analysis of vulnerability and strategic infrastructure.
 - 5.4.7 Assess upstream developments for their contribution to flooding and whether mitigations requirements are being fully implemented.
 - 5.4.8 Talk to the Ministry of Education regarding a comprehensive response to flooding affecting schools.
- 5.5 Request that staff produce a programme of community information meetings in other priority areas by the 16th May 2014.
- 5.6 Reinforce its view that the use of the residential red zone is a major component of long term flood management and land drainage solutions for the City and requests that the Chief Planning Officer as a matter of urgency, prepare a master plan which identifies the parts of the residential red zone that are required for this purpose.
- 5.7 Request the Chief Planning Officer to ensure the alignment of the Land Drainage Recovery Programme with the Natural Environmental Recovery Programme.
- 5.8 Note that Section 16(3) of the Canterbury Earthquake Recovery Act of 2011 states that "A responsible entity may request that the Minister (for Canterbury Earthquake Recovery) direct it to develop a recovery plan and agree that the Mayor discusses with the Minister whether the Land Drainage Recovery Programme should become a statutory plan.
- 5.9 Request that the Mayor, the Chair of the Environmental Committee and the Acting Chief Executive meet with CERA, MBIE, the Earthquake Commission (EQC), and the Insurance Council to understand the progress they are making on land and repair strategies and their potential contribution to resolving these issues.

5 Cont'd

- 5.10 Request that a progress report comes to the Earthquake Recovery Committee of the Whole on the 5 June 2014 which is delegated the power to act on any recommendations.

6. PROPOSED RE-STRUCTURING OF THE COUNCIL'S SOCIAL HOUSING PORTFOLIO

Councillor Buck moved, seconded by Councillor Livingstone that the Council:

- 6.1 *Receive the staff report;*
- 6.2 *Approve for distribution and consultation the amended Statement of Proposal circulated at the meeting;*
- 6.3 *Adopt the following timetable for consultation:*
- (i) public notification (The "Star", "The Press" and the Council's website) by 21 May 2014;*
 - (ii) closing date for submissions – 5.00 pm on 26 June 2014;*
 - (iii) hearing date for submissions –to be advised;*
- 6.4 *Authorise the Acting Chief Executive to make any necessary amendments to the documents referred to in this resolution and to determine the form of a Summary of Information and its distribution.*

Councillor Manji moved the following amendment:

That the statement of proposal that is approved for distribution and consultation be amended to replace the objective clause as follows:

2. Objective

- 2.1 *The Council's objective is to have more flexibility in the future ownership, management and development of its social housing portfolio.*
- 2.2 *The purpose of this is to better address the shortage of social housing and the implementation of the Government Social Housing Reform Programme.*

The amendment was seconded by Councillor Gough and when put to the meeting was declared **lost** on electronic vote No. 1 by 5 votes to 9, the voting being as follows:

For (5): Councillors .East, Gough, Jones, Lonsdale and Manji

Against (9): The Mayor and Councillors Buck, Chen, Clearwater, Cotter, Johanson, Livingstone, Scandrett and Turner

The original motion was then put to the meeting and was declared **carried** on electronic vote No. 2 by 11 votes to 3, the voting being as follows:

For (11): The Mayor and Councillors Buck, Chen, Clearwater, Cotter, Johanson, Jones, Livingstone, Lonsdale, Scandrett and Turner.

Against (3): Councillors East, Gough and Manji:

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- 4 -

7. AN ACCESSIBLE CITY – REVISED FIRST PHASE TRANSPORT PROJECTS – CONSIDERATION OF KILMORE AND SALISBURY STREET ENHANCEMENTS

Councillors Buck, East and Lonsdale left the meeting at 2.51 pm

Councillor Buck returned at 3.02 pm.

It was **resolved** on the motion of Councillor Johanson, seconded by Councillor Clearwater, that the report lie on the table until the 22 May 2014 Council meeting.

8. RESOLUTION TO EXCLUDE THE PUBLIC

At 3.27 pm it was **resolved** on the motion of the Mayor, seconded by Councillor Buck, that the resolution to exclude the public as set out on page 83 of the agenda be adopted.

CONFIRMED THIS 22 DAY OF MAY 2014

MAYOR

7. COUNCIL RESOLUTION TRACKER

		Contact	Contact Details
Executive Leadership Team Member responsible:	Acting Chief Executive	Y	
Officer responsible:	Governance and Civic Services Manager	Y	
Author:	Clare Sullivan	Y	Clare Sullivan 941 8533

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 This is the April update for Councillors of the Council Resolution Tracker for this term, which is sent to you on a monthly basis. This is a document that we provide each month to update you on where various matters are at to enable you to monitor progress on requests and resolutions made. We include requests for reports and, in addition, all resolutions passed at a Council meeting and progress on the implementation of those resolutions. Members will be able to monitor progress.
- 1.2 The matters that were considered in public excluded are shown separately in the public excluded section of the agenda. This version includes decisions up until 24 April 2014. Completed items marked "yes" in the column "Action/Resolution completed yes/no" in the spreadsheet will be removed from the next month's listing. This document is in two parts – pre 7 November 2013 and from 7 November onwards.

2. STATUS OF RESOLUTIONS

- 2.1 A table summarising the number of completed items and the items still to be completed is set out below.

3. FINANCIAL IMPLICATIONS

- 3.1 Not applicable

4. STAFF RECOMMENDATION

It is recommended that the Council receive the report.

	2008	2011	2012	2013	2014
Number of open matters	1	3	7	33	13 Feb
Number of closed matters	-	1	8	84	17
Number of open matters	1	2	7	30	29 March
Number of closed matters	-	-	-	8	15
Number of open matters	1	2	5	23	77 April
Number of closed matters	-	-	1	3	21

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX where matter can be made public
2008-2013								
1	30.10.2008	8. Residents' Groups/ Community Interest Groups Policy Consultation	It was resolved that the report be deferred.	ON HOLD		CHIEF OPERATING OFFICER Community Support	Pending Council's review of Consultation Policy.	
3	28.7.2011	36. Central City Properties	It was resolved that the Council: (c) Agrees that staff report back to Council with amended timeframes for development for other central city properties following the adoption of the Central City Plan.	Early 2014		REBUILD PLANNING AND ECONOMY Corporate Services	Ongoing discussions with CCDU on development opportunities. This is yet to be actioned. It is anticipated to report this early 2014.	
5	24.11.2011	6. Review of Delegations to Community Boards	It was resolved that the Council: (b) Determine that once the Central City Plan has been finalised, the Council considers whether or not the Hagley/Ferryhead Community Board may exercise delegated responsibilities, functions and powers in the Central City Area and if so the wording of those delegations.			CORPORATE SERVICES Legal	Will be looked at again once the Transport Plan is approved by Government.	
6	9.2.2012	13.1 Report of a Meeting Of The Shirley/Papanui Community Board Meeting Of 16 November 2011	Belfast District Museum Trust It was resolved that the Council investigates, in conjunction with the Belfast District Museum Trust, the ownership of artefacts at the Belfast District Museum and report back to the Council.		Completed	CHIEF OPERATING OFFICER Green Space	Now sitting with Garden & Heritage (Ross Campbell & Jeremy Hawker) Artefacts belong to Council. They were handed over from the Trust. They are in storage until investigation of either preservation or use.	
8	9.2.2012	3.5 Athletics track replacement	(am) Request staff to work with Athletics Canterbury (Inc.) and report back to Council for approval of location, final details and scope.	Dec-13		CHIEF OPERATING OFFICER Recreation and Sport Unit	Master Plan Concept Design report completed. Council report written for Community Committee. Urgent Council workshop requested by Chair of Community Committee.	
11	23-Aug-12	6. Report of the Community, Recreation and Culture Committee: Meeting of 31 July 2012	3. Mayoral Travel in Support of Civic and International Relations It was resolved: (b) That the Council establish a working party to review the International Relations policy and Sister Cities Strategy/policies and report back with in six months.	Apr-13		OFFICE OF THE CHIEF EXECUTIVE	Report went to Council on 24 April 2013. Working party set up and meeting.	

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
12	23-Aug-12	17. Demolition of QEII Facilities	It was resolved: (b) That staff report to the Burwood/Pegasus Community Board on the options for repair/relocation of the Sports House. (d) If the Burwood/Pegasus Community Board and staff disagree on the future of the Sports House a report be prepared for a Council decision.	Apr-14		REBUILD COUNCIL ASSETS	Insufficient info available to get the report to the 14 March meeting and stage 1 still to be completed. Further discussion to take place between staff and Habitat. Accountability continues monthly.	
13	27-Sep-12	4. Report of a Meeting of the Community, Recreation and Culture Committee: Meeting of 4 September 2012 1. Communications Audit Review	It was resolved that the Council: 1. (b) Recommend staff work on a draft Communications strategy to inform residents about how the vision for the city and its recovery from the earthquake is to be implemented, and that this draft strategy be brought back to the Community, Recreation and Culture Committee.	1 (b) Ongoing	Yes	OFFICE OF THE CHIEF EXECUTIVE Communications, Engagement and Consultation	1(b) as at January 2014: • The GM Public Affairs discussed with the Mayor in March 2013, and the view was the development of a new vision would need to be an extensive exercise likely to involve community engagement, and with other more urgent priorities, development of a vision for the city would be best considered by the new Council. • A Communications Strategy for the new vision would be drafted following any Council decision to progress its development.	
15	8-Nov-12	14. Report of a meeting of the Riccarton/Wigram Community Board meeting of 2 October 2012 Carr's Road Pedestrian and Cycle Bridge	It was resolved that the Council: (d) Request that if NZTA subsidise the basic bridge that staff investigate incorporating design elements at a later date that come within the budgeted amount and report back to the Council.		No	CHIEF OPERATING OFFICER Asset & Network Planning	Project currently under review and will be confirmed as part of LTP 2015/25 process. Awaiting due date.	
20	14-Feb-13	15. Report of the Shirley/Papanui Community Board: Meeting of 14 December 2013	1. Draft Edgware Village Master Plan It was resolved that the Council: (a) Approve the draft Edgware Village Master Plan for public consultation. (b) Following public consultation in 2013, receive a consultation report on submissions and consider and recommend whether to conduct hearings before the Master Plan is finalised		YES	REBUILD PLANNING AND ECONOMY City Planning	This action is completed.	

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
22	14-Mar-13	20. Report – Requests Arising From Previous Public Earthquake Forum	It was resolved that the Council note the information in Attachment 1 in response to issues raised at the Earthquake Forum of 21 February 2013, subject to amending the second request to read "That staff will provide a report to Councillors for consideration before any further action is taken in relation to the cairn in Cathedral Square."	On hold	No	CHIEF OPERATING OFFICER Transport & Greenspace	On hold until CCDU make decisions on the future of Cathedral Square.	29
27	24-Apr-13	7. Community, Recreation and Culture Committee 2 April 2013	Note that the Committee request staff to bring an urgent report to the Council in regard to options for the Scarborough Jetboat Building, which is an emergency services building.	Mar-14		REBUILD COUNCIL ASSETS	Negotiations with Jetboat Committee underway and outcome to go to Council meeting in March.	
29	16-May-13	19. Report of a Meeting of the Corporate and Financial Committee of 5 April 2013	<p>1. Property Options 36 Welles Street Central City</p> <p>It was resolved that the Council:</p> <p>(a) Authorise the General Manager Corporate Services to seek development proposals for the property at 36 Welles Street.</p> <p>(b) Request that staff provide the following information on the property to the Committee and other Councillors:</p> <ul style="list-style-type: none"> • purchase price • holding costs • demolition costs • the insurance recovery. <p>(c) Note that an independent valuation of the property will be provided to the committee.</p> <p>(d) Note that decisions on proposals will be made by the full Council.</p>		No	CORPORATE SERVICES Property Consultancy Team	Work to develop the RFP is currently underway. A date to put the RFP to the market is yet to be finalised. 12/05/2014 - Council & Housing have an accord which supports property to MBIE. Negotiations are underway	
38	27-Jun-13		(4). Consenting Rebuild Monthly Report			REBUILD CITY	This is to be covered in the monthly report. Being re-crafted through discussion between Crown Manager and Planning Committee Chair.	
	27-Jun-13		It was resolved that the Council:			Building Operations (Resource Consents)		
	27-Jun-13		(c) That staff report to the Planning Committee on any pressing resource requirements to support the Building Consent Unit. (e) That staff bring a plan of how the increase in resource consent and subdivision applications will be handled to the next planning Committee meeting on 3 July. (will be verbal).					

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
39	27-Jun-13	7. Report of the Meeting of the Planning Committee: Meeting of 18 June 2013	<p>(1). New Brighton – Draft Master Plan and WaterPark Integration Process</p> <p>It was resolved that the Council:</p> <p>(a) Receive the information in this report;</p> <p>(b) Approve the commencement of work outlined in Supplementary Information Attachment 2 (as detailed in Attachments 3 and 4 from the 5 June officers report) to assess the economic feasibility and revitalisation potential of a number of Waterpark/Eastern Recreation and Sports development scenarios, including but not limited to the scenarios listed below:</p> <ul style="list-style-type: none"> • a waterpark in New Brighton that incorporates a Council Eastern Recreation and Sports Facility – noting that an Eastern Recreation and Sports Facility would include other non-aquatic facilities such as a fitness centre, basketball courts, etcetera; • a New Brighton waterpark, additional to a Council Eastern Recreation and Sports Facility located elsewhere in the east of the city; • a Council Eastern Recreation and Sports Facility (i.e. no New Brighton waterpark), located either: <ul style="list-style-type: none"> (i) in New Brighton; or (ii) elsewhere in the East of the city; • a blend of services, locations and scale of facilities – for example: <ul style="list-style-type: none"> (i) a boutique salt water pool in New Brighton to complement an Eastern Recreation and Sports Facility elsewhere; and (ii) all entertainment elements in New Brighton and a reduced scale Eastern Recreation and Sports Facility elsewhere. <p>(Note: the evaluations undertaken do not imply any financial commitment by the Christchurch City Council to the Waterpark, at this stage).</p> <p>(c) Request that the results of the work undertaken in (b) be reported to the September Planning Committee and Council meeting.</p> <p>Note that a workshop will be held with the Burwood - Pegasus Community Board ahead of the Planning Committee meeting.</p> <p>(d) Request that staff report back to the Council (and Burwood – Pegasus Community Board) at a December 2013 meeting on:</p> <p>i) the recommended amendments to the Draft New Brighton Centre Master Plan, incorporating any relevant aquatic/entertainment factors agreed to in (c) above; and</p>	May Community Board Workshop		REBUILD PLANNING AND ECONOMY City Planning	A Community Advisory Group has been set up to assist masterplan completion. The CAG is meeting twice weekly in April. A Community Board workshop on the recommendations from the CAG will be held in May.	30
	27-Jun-13							
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	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
	27-Jun-13		ii) the preferred locations and scope of an Eastern Recreation and Sports facility, as agreed to in (c) above.					
	27-Jun-13		(e) In evaluating specific sites in New Brighton (conducted as necessary following recommendation (c)), adopt an Inquiry by Design process, and include key stakeholders and affected landowners.					
	27-Jun-13		(f) Ensure the outcomes of the September Council meeting inform the Draft Master Plan work and the final site selection process for the Eastern Recreation and Sports facility.					
50	25-Jul-13	33. TUAM LIMITED appointment of director	It was resolved that the Council resolve as follows: (c) That the issue of deleting 14.2 (c) and 14.4(c) be returned to the Council before March 2014 for further consideration.		No	CORPORATE SERVICES GROUP External Reporting and Governance	Legal advice being obtained.	
52			(9.) SOCIAL HOUSING PARTNERING EXPRESSION OF INTEREST It was resolved that the Council: (a) Approve the staff recommendation of 12 organisations for partnership with City Housing: <ul style="list-style-type: none"> • Housing New Zealand. • Comcare Trust. • Vision West. • RIMA. • Methodist Mission • Arrow-Morrison. • Opus-Investec. • Accessible Properties. • Ceres. • Awatea Living. • Salvation Army. (b) Note that following this approval, a Memorandum Of Understanding will be developed with each approved partner. (c) Note that the next step will be the preparation of site Feasibility Studies for subsequent Council consideration.			REBUILD COUNCIL ASSETS Project Management Unit		
2013- 2016 Term								

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
56	7.Nov.13	7. RESIDENTIAL ADVISORY SERVICE – MEMORANDUM OF UNDERSTANDING Refer to item 108	It was resolved on the motion of the Mayor, seconded by Councillor Gough, that the Council refer the Residential Advisory Service Memorandum of Understanding Report to the Earthquake Recovery Committee of the Whole to make a decision.			CHIEF OPERATING OFFICER Community Services	Awaiting additional information from the Residential Advisory Service following the external evaluation on their initial period of operation.	
58	7.Nov.13	9. CHRISTCHURCH CITY HOLDINGS LIMITED – NOTICE OF ANNUAL GENERAL MEETING AND APPOINTMENT OF PROXY	It was resolved on the motion of Councillor Jones, seconded by Councillor East, that the Council: 1. Note the date of the Christchurch City Holdings Limited Annual General Meeting. 2. Appoint a Deputy Mayor to attend and vote at the Christchurch City Holdings Limited Annual General Meeting. 3. Revert back to the 2011 Policy from 2014.		Yes			
63	7.Nov.13	15. REPORT OF THE CHIEF EXECUTIVE AND EMPLOYMENT MATTERS	It was resolved on the motion of The Mayor, seconded by Councillor Scandrett that the Council adopt: 1. The following Terms of Reference for the Chief Executive and the Employment Matters Committee: • To oversee the recruitment and selection process for a Chief Executive and to recommend candidates, and remuneration, to the Council for consideration. • To oversee the performance of the Chief Executive in line with the performance agreement and his / her ongoing relationship with the Council, and report regularly back to Council on his or her performance. • To undertake reviews of the remuneration package of the Chief Executive in accordance with the employment agreement and make recommendations to the Council. • Responsibility for recommending to the Council a Remuneration and Employment Policy that sets out the policies of the local authority in relation to:			OFFICE OF THE CHIEF EXECUTIVE	Process established	

	Council Meeting Date	Report Title	Action Required	Due Date	Action/Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
			<ul style="list-style-type: none"> ◦ employee staffing levels; and ◦ the remuneration of employees; and report back in time to inform the annual plan and long term planning processes as appropriate. • The Committee will facilitate regular performance reviews and report on a regular basis to the full Council on the performance of the Chief Executive. • To engage relevant external advice including independent legal advice to assist the committee with all or any of these matters, as appropriate and who are not otherwise contracted to the Council for similar services. <p>2. The indicative recruitment plan is as follows:</p> <ul style="list-style-type: none"> • Develop a Request for Proposal to provide advice on the recruitment of a new Chief Executive, such proposal to include consultation with Council, Community Board Chairpersons and Community Leaders about expectations; • Issue a Request for Proposal to five recruitment consultants with international search capacity; • Provide copies of relevant reviews (e.g. Winder Report, Communications Audit, etc.); • Require a response within 10 days, during which period the Chief Executive and Employment Matters Committee will develop a position description and remuneration parameters; • Advertise early December 2013 – close end January 2014; • Chief Executive and Employment Matters Committee draft employment agreement and performance agreement; • Shortlist early February 2014; • Interview February 2014; 		(2) Yes		Chief Executive appointed	
78	12-Dec-13	12. REPORT OF THE RICCARTON/WIGRAM COMMUNITY BOARD: MEETING OF 19 NOVEMBER 2013	<p>(1.) NOTICE OF MOTION - COUNCIL RECREATION FACILITIES – PAYMENT OPTIONS</p> <p>It was resolved that staff include for consideration in the Annual Plan this issue regarding payment plans for Community Recreation facilities. This will include the analysis and impacts as part of this process.</p>			CHIEF OPERATING OFFICER Recreation and Sport	Submitted to Council as part of the Annual Plan process February 2014	
80	12-Dec-13	17. REPORT OF THE	(1.) NOTICE OF MOTION - COUNCIL RECREATION FACILITIES –			CHIEF OPERATING OFFICER	Submitted to Council as part of	

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
		SPREYDON/HEATHCOTE COMMUNITY BOARD: MEETING OF 22 NOVEMBER 2013	It was resolved that hat staff include for consideration in the Annual Plan this issue regarding payment plans for Community Recreation facilities. This will include the analysis and impacts as part of this process.			Recreation and Sports	the Annual Plan process February 2014	
83	12-Dec-13	18. DELEGATIONS UNDER NEW BUILDING CONTROL ORGANISATIONAL STRUCTURE	<p>It was resolved that the Council:</p> <p>1. Reassign the current delegations made under the Building Act 2004 to the Building Operations Unit Manager, the Resource Consents and Building Policy Unit Manager, and the Inspections and Enforcement Unit Manager, as follows:</p> <p>1.1 That the Council delegate to the Director Building Control and City Rebuild and the Inspections and Enforcement Unit Manager, severally, all of the Councils powers under the Building Act 2004 except:</p> <p>1.1.1 Its powers under sections 131 and 132 relating to the adoption or review of policies on dangerous, earthquake prone and insanitary buildings.</p> <p>1.1.2 Its power under section 213 to make arrangements for any other building consent authority to perform the Council's functions of a building consent authority.</p> <p>1.1.3 Its power under sections 219(1)(a) and 281A to set any fee or charge in relation to a building consent and for the performance of any other function or service under the Act.</p> <p>1.1.4 Its powers under sections 233 to 236 to transfer any of its functions, duties or powers under the Act to another territorial authority.</p> <p>1.1.5 Its power under sections 233 to 236 to agree to undertake any function, duty or power of any other territorial authority under the Act.</p> <p>1.1.6 Its power under section 281B in relation to increasing fees and charges, and section 281C in relation to refunds or waivers of fees and charges.</p> <p>1.2 The Council delegate to the Director Building Control and City Rebuild and the Inspections and Enforcement Unit Manager, severally, the power of the Council to authorise the issue of written warrants under section 174 of the Local Government Act 2002.</p> <p>2. Revoke all other Building Act delegations made by the Council currently included in the delegations register. (Note: This does not include delegations made by the Chief Executive to officers.)</p>		Yes	BUILDING CONTROL AND CITY REBUILD GROUP		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
87	12-Dec-13	23. NEW BRIGHTON MASTER PLAN	<p>It was resolved that the Council:</p> <p>1. Approves the formation of a Stakeholder Team, chaired by a member of the Burwood Pegasus Community Board, to consider public and private initiatives for revitalising the commercial centre, with members of the Stakeholder Team to be confirmed by the Community Board in early 2014.</p> <p>2. Agrees a process for finalising the Draft Master Plan that incorporates the following actions and anticipated timeframes:</p> <p>2.1 Stakeholder Team meetings / workshops – April 2014;</p> <p>2.2 Workshop with Burwood Pegasus Community Board – May;</p> <p>2.3 Proposed amendments to the Draft Master Plan reported to Community Board and Council including a recommendation as to whether or not to hold hearings – end July;</p> <p>2.4 If no hearings held, the Master Plan finalised and adopted – November 2014.</p>	May Community Board Workshop		REBUILD PLANNING AND ECONOMY	A Community Advisory Group has been set up to assist masterplan completion. The CAG is meeting twice weekly in April. A Community Board Workshop on the recommendations from the CAG will be held in May.	25
90	12-Dec-13	26. REPORT OF THE MEETING OF THE EARTHQUAKE RECOVERY COMMITTEE OF THE WHOLE: MEETING OF 5 DECEMBER 2013. See items 163, 166,167	<p>(2.) LICHFIELD STREET AND THE CROSSING CARPARKS</p> <p>It was resolved that the Council:</p> <p>1. Re affirm its commitment to providing at least pre-earthquake levels of car parking in these two key Central City areas, and consider enhancing capacity where this does not impact on the wider network, or Council's ability to financially support this investment, on a case by case basis.</p> <p>2. Confirm its commitment to providing at least its pre-earthquake level of off street carparking in Lichfield Street and at the Crossing, on the sites that it owns, noting that it will consider opportunities for enhancement to support retail and business redevelopment in the blocks on a case by case basis.</p> <p>3. Note that the future size and configuration of its carparks will need to ensure they integrate well with the network and land uses proposed in the Central City Recovery Plan, in a long term sustainable manner.</p> <p>4. Instruct Council staff to actively pursue resolution of the insurance claims on its carparks with its insurers, noting that the settlement of these, and the options, that flow from settlement have a significant ability to influence the speed of Central City recovery.</p> <p>5. Request that staff work with BCA to draft a Heads of Agreement in respect of car park facilities at The Crossing site and to provide a further report to Council in the New Year.</p>	Feb-14	Ongoing	REBUILD COUNCIL ASSESTS	Report to be presented to Council at 27 February meeting	

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
93	12-Dec-13		(5.) PORT HILLS SLOPE STABILITY INFORMATION PAPER It was resolved that the Council: That council requests that staff urgently identify areas for community based mitigation of rock roll risk where it is cost efficient to do so as compared with the cost of property purchase.			REBUILD PLANNING AND ECONOMY	Work is well advanced and will be presented to Council workshop in February.	
95	12-Dec-13	27. REPORT OF THE CHAIRPERSON OF THE COMMUNITY COMMITTEE: MEETING OF 10 DECEMBER 2013	(1.) HIGHER QUALITY GRASS SPORTS PITCHES IN CHRISTCHURCH It was resolved that the Council: 1. Support the four partnership proposals for the provision of higher quality grass sports pitches detailed in section 3.2 of this report, located at Linfield Sports Club, Ferrymead Park, Avonhead Park and Garrick Park. 2. Allocate \$985,000 from the Building and Infrastructure Improvement Allowance to underwrite the procurement of three higher quality grass sports pitches at Linfield Sports Club, Ferrymead Park and Avonhead Park. 3. Resolve that if any of the underwrite is drawn down the Building and Infrastructure Improvement Allowance is reimbursed when the proceeds from applications to third party funders are received. 4. Allocate \$500,000 from the Building and Infrastructure Improvement Allowance to fund the development of a higher quality grass sports pitch at Garrick Park. 5. Allocate \$170,000 from the Building and Infrastructure Improvement Allowance to underwrite the procurement of a second high quality grass sports pitch at Garrick Park should this be possible. 6. Authorise \$160,000 of funding set aside in the Recreation and Sports Unit Capital R&R budget for the development of sports turf to be applied to the development of sand carpet sports pitches at Garrick Park. 7. Delegate to the General Manager of Community Services			CHIEF OPERATING OFFICER Recreation and Sports	Preparation for the World FIFA Under 20s World Cup.	

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
96	12-Dec-13	28. REPORT OF THE CHAIRPERSON OF THE HOUSING COMMITTEE: MEETING OF 10 DECEMBER 2013	(1.) ANDREWS CRESCENT REDEVELOPMENT It was resolved that the Council: 1. Approve the issue of an RFP (Request for a proposal) to Partners specific to the redevelopment of Andrews Crescent. 2. Note these proposals will then be evaluated by staff and returned with a recommendation(s) to the April 2014 Spreydon/Heathcote Community Board meeting, and subsequently presented to the April 2014 Housing Committee meeting. 3. Request that early engagement with the residents and local community is undertaken. 4. Request that the Andrews Crescent development be designed to meet the criteria for the exemplar projects.	Apr-14		CHIEF OPERATING OFFICER Community Services	Awaiting the outcome of a legal perspective in relation to the potential of a mix tenure development with regards to all partnership sites.	
97	12-Dec-13	29. AWATEA RESIDENTS ASSOCIATION - OWAKA HOLDINGS LIMITED LEGAL COSTS	It was resolved that the Council set aside a sum as part of the annual plan process which would allow this application to be considered by the Council.		No	CORPORATE SERVICES		
107	19-Dec-13	4. FERRYROAD MASTER PLAN	It was resolved that the Council: 1. Adopt in principle the Ferry Road Master Plan, noting that there will be a further workshop between Council staff and Foodstuffs to address concerns relating to their letter of 11 December 2013. Note a Community Board representative to attend this workshop. 2. The area referred to as the city end be renamed as the Phillipstown area. Note, there will be further work around the actions for this area.	Community Board and Council in May		REBUILD PLANNING AND ECONOMY	Workshop was held in February. Final masterplan to be reported to Community Board and Council for approval in May.	
108	19-Dec-13	5. REPORT OF THE MEETING OF THE EARTHQUAKE RECOVERY COMMITTEE OF THE WHOLE: MEETING OF 5 DECEMBER 2013	(1.) RESIDENTIAL ADVISORY SERVICE – MEMORANDUM OF UNDERSTANDING That this report be referred to the first meeting of Council on 30 January 2014.			CHIEF OPERATING OFFICER Community Support	The Council resolved to await the completion of the evaluation report being undertaken on the RAS, with appropriate additional information being added to the existing Council report. The amended report will be submitted once the new information is received.	

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
110	19-Dec-13	7. COUNCIL BUILDING/ INFRASTRUCTURE IMPROVEMENT ALLOWANCE REQUEST FOR INFRASTRUCTURE REBUILD PROGRAM	<p>It was resolved that the Council:</p> <p>1.A Approve the allocation of the betterment funds from the Council Infrastructure/Building Improvement Allowance as detailed above for:</p> <p>1.1 Ashgrove Terrace - increase in sewer pipe size (\$284,370).</p> <p>1.2 Colombo Street - increase in sewer pipe size (\$322,000).</p> <p>1.3 Centaurus Road - increase in sewer pipe size (\$36,425).</p> <p>1.4 Bridge Street Reserve Pumping Station Building (\$21,257).</p> <p>1.5 Clifton 5 Water Supply Pump Station features (\$32,000).</p> <p>1.6 Madras Street Bridge Stormwater – increase in pipe size (\$44,000).</p>	<p>COMPLETED</p> <p>Apr-14</p>	Yes	CHIEF OPERATING OFFICER Community and Network Planning	1.A - 1.6 approved - COMPLETED	
	19-Dec-13						Workshop required with Council on Red zoned land which effects the layout of the approach.	
112	19-Dec-13	9. SOCIAL HOUSING – REBUILD & PARTNERSHIPS PROGRAMME WORK STREAM 3	<p>It was resolved that the Council:</p> <p>1. Receives the information in this report:</p> <p>2. That the two reports for Willard Street and Brougham Village be presented to the Housing Committee at the 17 February 2014 Housing Committee meeting.</p> <p>3. That staff will complete the feasibility studies for Carey Street, Coles Place, and Cresselly Place by March 2014.</p> <p>4. That staff report back on how Airedale Courts could be included in the work programme and how it could be an exemplar project to the March 2014 Housing Committee meeting.</p>			CHIEF OPERATING OFFICER Community Services Support	Awaiting the outcome of a legal perspective in relation to the potential of a mix tenure development with regards to all partnership sites. As a result this has delayed the ability for staff to present to council. Presentation dates still to be confirmed.	

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113	19-Dec-13	11. EARTHQUAKE REMEMBRANCE MARKERS AT SENSITIVE SITES	<p>It was resolved that the Council:</p> <p>1. Approve the establishment of temporary remembrance markers on land administered by the Christchurch City Council until such time as the adjacent site is developed or the Canterbury Earthquake Memorial is established, which ever is sooner.</p> <p>2. Approve the following policy criteria to support appropriate and consistent responses to requests for temporary remembrance markers at sensitive sites where:</p> <p>2.1 A request is received from an immediate family member.</p> <p>2.2 The proposed site is on CCC owned or administered public land.</p> <p>2.3 The request is for temporary recognition and shall only remain in place until such time as the Canterbury Earthquake Memorial is completed or development on the adjacent site is consented, which ever is sooner.</p> <p>2.4 The family shall be responsible for development, maintenance and removal of any approved temporary remembrance markers at sensitive sites.</p>		Completed	CHIEF OPERATING OFFICER Transport and Greenspace	Operational procedures in place that outlines the process should an application be received. TRIM 14/518655. Three requests to date made prior to Council's resolution and the last time the sites were checked none had been actioned.	

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114	19-Dec-13		<p>2.5 Families will have up to one month to remove a temporary remembrance marker following the issuing of consent for development on an adjacent site or establishment of the Canterbury Earthquake Memorial, whichever is soon. If they choose not to do so the Council would take the item(s) into storage awaiting their collection.</p> <p>3. Approve the following design and location principles in the consideration of temporary markers:</p> <p>3.1 Of a scale appropriate to the sensitivity of the site and the location.</p> <p>3.2 Small and natural, with symbolic placement.</p> <p>3.3 May include an individualised message.</p> <p>3.4 Is temporary and can be easily moved to allow for CCC and other works.</p> <p>3.5 Will not impact on pedestrian movement or safety.</p> <p>3.6 The design or location will not have more than minor operational implications for the Council or other service and utilities providers</p> <p>4. Delegate to the Unit Manager Transport and Greenspace responsibility for the consideration and approval of requests, and the establishment of any operational procedures necessary to support this resolution.</p>					
115	19-Dec-13	19. REPORT BY THE CHAIRPERSON OF THE COMMUNITY COMMITTEE 10 DECEMBER 2013	<p>(1.) FACILITIES REBUILD PROGRAMME – MONTHLY STATUS UPDATE</p> <p>It was resolved that the Council:</p> <p>1. Receive the report.</p> <p>2. Requests a Council workshop in early 2014 on the facilities rebuild programme including the Top 30 facilities as previously prioritised by the Community Boards to re-discuss the priorities.</p> <p>3. That the Council approve in principle the permanent repair of the Gaiety Hall in Akaroa subject to a full report to the next Council meeting for final approval.</p>			FACILITIES REBUILD	<p>2.Consideration being given to a date for a workshop. 27/3/14. Tentative schedule 9 June 2014</p> <p>3. Report approved at 30 January Council meeting.</p>	

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122	23.12.2013	REPORT OF THE RECESS COMMITTEE	It was resolved that the Council exempt the buildings specified in the amended Attachment 1 (on the basis that there is no identified brittle collapse mechanism) from the Council's current policy on the closure of earthquake-prone buildings and that notice is placed at the entrance and exits of each facility as to their status. The Committee request staff to bring back a report to the Earthquake Recovery committee of the Whole early in 2014 regarding policy on closure of Council facilities.	Feb-14		FACILITIES REBUILD	Report going to Committee of the Whole 12 February.	
127	30.1.2014		4. HERITAGE REINSTATEMENT PROGRAMME - MONA VALE HOMESTEAD It was resolved that the Council: 1. The repair and strengthening of Mona Vale Homestead to 67 per cent of the New Building Code (NBS). 2. The \$600,416 insurance shortfall be funded from the Infrastructure and Building Improvement Allowance Fund.		Completed	CHIEF OPERATING OFFICER Transport and Greenspace		
128	30.1.2014	REPORT OF THE HOUSING COMMITTEE: MEETING OF 10 DECEMBER 2013	1. NON SMOKING IN CITY HOUSING UNITS It was resolved that the Council: 1. Agree that where new units are built, or purchased, Tenancy Agreements relating to these new units are to contain a non smoking clause. Smoking is only to be permitted on external porches with windows and doors closed to prevent cigarette smoke from entering the actual unit. 2. Agree that where vacant units are remodelled or redecorated, Tenancy Agreements for subsequent new tenancies are to contain a non smoking clause. Smoking is only to be permitted on external porches with appropriate windows and doors closed to prevent cigarette smoke from entering the actual unit. 3. Agree that current tenants be permitted to continue smoking inside their units but as they vacate a unit the subsequent new tenancy is to be subject to the non smoking condition for all new tenancies. 4. Agree that where an occupied unit requires remodelling or redecoration and the tenant is a smoker, this work is to proceed but the issue of smoking in the newly decorated unit is to be discussed with the tenant with a view to amending the tenancy agreement in accordance with resolution 1. Should such an agreement not be reached then notice of the change of condition be issued in accordance with the Residential Tenancies Act 1986. 5. Agree that where appropriate, tenants are to provide receptacles for the disposal of cigarette butts, matches etc on external porches. The tenant is to empty and clean these receptacles regularly. 6. Agree that staff will work with Smoke-free Canterbury and other health providers to ensure that tenants are supported to become smoke-free.			CHIEF OPERATING OFFICER Community Support		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public ⁴²
131	30.1.2014	13. HERITAGE REINSTATEMENT PROGRAMME - GAITY HALL	It was resolved that the Council: 1. Approve the earthquake repair strengthening and overdue maintenance of the Gaiety Hall to 67 percent NBS at a total cost capped at \$624,400. 2. Set aside \$624,400 from the Infrastructure and Building Improvement Allowance to proceed with earthquake repairs. 3. That the proceeds of any insurance claim estimated at \$124,925 be applied to the Infrastructure and Building Improvement Allowance when they are received.:			CHIEF OPERATING OFFICER Facilities Rebuild		
132	30.1.2014	14. THE REPAIR AND REPLACEMENT OF EARTHQUAKE DAMAGED WASTEWATER SYSTEMS	It was resolved that the Council revoke the delegation and give the decision-making authority instead to the Committee of the whole Council.		Yes	CHIEF OPERATING OFFICER Legal Services		
133	30.1.2014	15. FLYING OF FLAGS FROM THE CIVIC OFFICE ON WAITANGI DAY	It was resolved that the Council: 1. Note the complex issues surrounding the flying of flags from the Civic Office on Waitangi Day. 2. Resolve for the Mayor to undertake consultation, through Mahaanui Kurataiao Ltd, with the six rūnanga and Te Rūnanga o Ngāi Tahu to identify options for sequencing the use of different flags from 2015 to symbolise the intent of Christchurch City Council to a Treaty based relationship, and recognising the diversity within the local rūnanga.			CHIEF OPERATING OFFICER Civic and International Relations	Report approved by Council on 30 January. CIR will initiate process with MKT.	
134	30.1.2014	16. NOTICES OF MOTION	It was resolved that the Council Notice of Motion – Freedom Camping. In view of recent problems related to freedom camping, that staff investigate actions which could be taken to control, restrict, or designate specific areas for freedom camping on Banks Peninsula and elsewhere in the city and urgently report to Council with recommendations.		Yes	REBUILD PLANNING AND ECONOMY Strategic Policy Unit	Report was considered at March Strategy and Planning Committee.	
135	30.1.2014	22. OFFER TO JOIN THE ROCKEFELLER FOUNDATION 100 RESILIENT CITIES NETWORK	It was resolved that the Council delegate signing of the Rockefeller Foundation 100 Resilient Cities Initiative grant agreement to the Council's Earthquake Recovery Committee. In accepting the grant from the Rockefeller Foundation Christchurch becomes a member of the Rockefeller Foundation 100 Resilient Cities network.		Yes	ACTING CHIEF EXECUTIVE Executive Office		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
140	13.2.2014	11. REPORT OF A MEETING OF THE HAGLEY/FERRYMEAD COMMUNITY BOARD: MEETING OF 20 NOVEMBER 2013	<p>(1.1) SUMNER COMMUNITY CENTRE INC It was resolved that that the Council request a joint report (interim or final) by 30 June 2014 from the Hagley/Ferrymead Community Board and the Community Committee recommending the approval of the final design of the Sumner Community Centre rebuild.</p> <p>It was resolved that the report as a whole be adopted.</p>			CHIEF OPERATING OFFICER Capital Programme Group		
141	13.2.2014	12. REPORT OF A MEETING OF THE HAGLEY/FERRYMEAD COMMUNITY BOARD: MEETING OF 11 DECEMBER 2013	<p>(1.) KA WAHINE TRUST - DEED OF SUBLEASE TO PRESBYTERIAN SUPPORT SERVICES It was resolved that the Council give Landlord's approval to Ka Wahine (Ki Otautahi) Trust to enter into a Deed of Sublease with Presbyterian Support Services for the property at 18 McGregors Road for a term not to exceed 20 November 2021.</p>			CHIEF OPERATING OFFICER Corporate Support Unit - Property Consultancy Team		
142	13.2.2014		<p>(2.) CHRISTCHURCH NETBALL CENTRE - FENCING AT SOUTH HAGLEY PARK It was resolved that the Council:</p> <p>1. Request that staff provide advice on the Christchurch Netball request to erect fencing on the following issues:</p> <p>1.1 The implications of the Hagley Park Management Plan</p> <p>1.2 The consent issues regarding this proposal</p> <p>1.3 Alternatives to the proposal.</p> <p>2. Request that staff seek the views of the community and stakeholder groups and report back to the Council.</p>		No	CORPORATE SUPPORT Property Consultancy	12/05/2014 - Legal challenge to Council resolution, being attended to by Greenspace.	

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public ⁴⁴
143	13.2.2014		(3.) BOTANIC GARDEN VISITOR CENTRE - POWER CABLE EASEMENT It was resolved that the Council: 1. Pursuant to Section 48 (1) of the Reserves Act 1977, grant Orion New Zealand Ltd an electrical easement in gross for the supply of power to the new Botanic Gardens Visitor Centre by an 11 Kva underground cable and associated transformer over that part of Hagley Park located in PT Res 25 as indicatively shown on the plan as attached. 2. Authorise the Corporate Support Unit Manager to finalise the terms of the easement. 3. Consent, acting under the delegated authority of the Minister of Conservation, to the granting of an electricity easement in gross in favour of Orion New Zealand and that public notification of the intended easement be waived in terms of the exemptions provided for in Section 48 (3) of the Reserves Act 1977 for the reasons outlined in paragraph 4.1 of this report.		YES	CORPORATE SUPPORT Property Consultancy		
144	13.2.2014	19. REPORT OF THE MEETING OF THE SHIRLEY/PAPANUI COMMUNITY BOARD: MEETING OF 11 DECEMBER 2013	(1.) DEED OF LICENCE FOR ADRENALIN FOREST LIMITED - DELEGATION FOR TERRITORIAL AUTHORITIES It was resolved that the Council exercise the powers of the Minister of Conservation referred to in the First Schedule of the Reserves Act 1977 and Instrument of Delegation for Territorial Authorities dated 12 June 2013 that pertain to granting a licence under section 54(1)(d) to consent to the granting a Deed of Licence to Adrenalin Forest Limited for a period of six years with a right of renewal of a further term of six years over part of Rural Section 40231 in the Canterbury Electronic Land Registry.		YES	CORPORATE SUPPORT Property Consultancy		
145			(2.) CHRISTCHURCH WESTERN CORRIDOR UPGRADE - LAND TO BE DECLARED ROAD AND VESTED IN CHRISTCHURCH CITY COUNCIL It was resolved that the Council that consent under Section 114 (h) of the Public Works Act 1981 be granted to declare Sections 19, 24, 26, 43, 44, 45 and 50 on SO Plan 560822 road and vested in the Christchurch City Council.		YES	CORPORATE SUPPORT Property Consultancy		
147	13.2.2014	24. REPORT OF THE MEETING OF THE CHIEF EXECUTIVE AND EMPLOYMENT MATTERS COMMITTEE	(1.) LIVING WAGE It was resolved that the Council seek a full feasibility study in time to inform the Long Term Plan over the implications of implementing the Living Wage, including investigating different options of implementation and ensuring that we meet our obligations under the Local Government Act 2002.	Nov-14		HUMAN RESOURCES	HR preparing the feasibility study.	
148	13.2.2014		(2.) CURRENT REMUNERATION PRACTICE BRIEF It was resolved that the Council continue with the current remuneration policy, processes and practices.		YES	HUMAN RESOURCES		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
150	13.2.2014	26. REPORT OF THE CHAIRPERSON OF THE COMMUNITY COMMITTEE: MEETING OF 11 FEBRUARY 2014	<p>(1.) FACILITIES REBUILD PLAN: ARANUI COMMUNITY CENTRE REBUILD - FINAL APPROVAL</p> <p>It was resolved that the Council record its appreciation for the contribution of external parties to this report.</p> <p>6.1 Agree that staff progress with the detailed design, consent, tender and construction of the new Aranui Community Centre, on the site of 31 Hampshire Street, Aranui.</p> <p>6.2 Approve the demolition of the Wainoni Aranui Family Centre subject to:</p> <p>6.2.1 Agreement by insurers or</p> <p>6.2.2 Loss Adjustors written confirmation they no longer require this facility for assessment.</p> <p>Subject to confirmation from the insurer that the building no longer needs to be retained to resolve outstanding insurance issues, approve the asset owner initiated demolition of the Wainoni Aranui Family Centre which currently occupies the site at 31 Hampshire Street, Aranui, (staff to obtain quotations).</p> <p>6.3 Approve the formalising of the funding arrangements with Lions International – contributing \$450,000, and the Earthquake Appeal Trust – contributing \$1,000,000 (see Paragraph 5.1, Table 1).</p>			CHIEF OPERATING OFFICER Facilities & Planning	Staff are confirming with the insurers that the building is no longer required for any further assessments. Staff are also currently investigating the option of additional, external funding for this project. Staff will report back on both counts once complete.	
	13.2.2014		<p>6.4 Accept the Concept Plan for the new Aranui Community Centre as detailed at paragraph 4.9 (Figure 1 and Appendix A) of this report.</p> <p>6.5 Note that adopting the recommendations in this report does not mean the Council is accepting an Insurance settlement for the assets.</p> <p>6.6 Re-state that the Council continue to seek other potential external funding partnerships toward the building of the combined Aranui Community Centre.</p>					
152	27.2.2014	6. REPORT OF THE ACTING CHIEF EXECUTIVE	Sensing City: it was resolved that the Council delegate authority to the Earthquake Recovery Committee on this matter should it be necessary.		Yes	ACTING CHIEF EXECUTIVE		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
154	27.2.2014	8. REPORT OF THE HOUSING COMMITTEE: MEETING OF 11 FEBRUARY 2014	2. RED ZONE HOUSING RELOCATION It was resolved that the Council: 2.1 undertakes a special consultative procedure to seek the community's views on the Council's role in the provision of affordable (including social) housing, particularly affordable rental housing. 2.2 That staff be requested to bring a report and draft statement of proposal to a meeting of the Council, to be held at the earliest opportunity but no later than mid March. It was also resolved that the Council supports in principle any efforts to support relocating housing: 2.3 Supports in principle the relocating of red zone houses onto council land, given the potential for SOCIAL housing and sustainability outcomes. 2.4 Recognises that there are other means of providing social housing that should be tested, alongside red zone house relocation, through an open procurement process. 2.5 Delegate to the General manager Community Services and the Chief financial Officer (in consultation with the Chair and Deputy chair of the Housing Committee) the selection of council social housing land for a small scale trial of up to ten units for the express purpose of 2.6 That up to \$2m be allocated from the Social Housing fund to resour			CHIEF OPERATING OFFICER Community Services, Community Support, City Housing	Staff are in the process of developing options for land, building types and proposed rental structure to support a RFP to be released to the market as per the delegations.	
	27.2.2014		2.7 Request staff to work with ICNZ and CERA to identify and evaluate which specific houses are available for this pilot relocation programme by March 7 2014, as per the staff memo of 26 February 2014.					
	27.2.2014		2.8 This provision of up to 10 houses either from the relocation from the residential red zone or by other means is to go out to tender, with the aim that the Council can make a decision on it at its earliest opportunity.					

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
155	27.2.2014	9. REPORT OF THE COMMUNITY COMMITTEE: MEETING OF 11 FEBRUARY 2014	2. FACILITIES REBUILD PLAN: DEMOLITION OF LYTTTELTON SERVICE CENTRE It was resolved that: 2.1 Approve the demolition of the Lyttelton Service Centre at 33 and 35 London Street, Lyttelton. 2.2 Request that the Facilities Rebuild Programme investigate re-instating the service centre by incorporating the service centre into the Lyttelton Library, using the Lyttelton Masterplan to guide the process. 2.3 Direct staff to consult with the Community Board prior to submitting a report to the Community Committee on the re-instatement of the service centre as part of a combined facility. 2.4 Request clarification around the basis for the insurance settlement and does this include the automatic reinstatement per event.			CHIEF OPERATING OFFICER Facilities Rebuild	Re-assign resolution to Facilities Rebuild Team.	
156	27.2.2014		It was resolved that: 6. LIBRARIES 2025 FACILITIES PLAN 2014 UPDATE 6.1 That staff produce an executive summary with updated maps and demographics. 6.2 That staff seek feedback from Community Boards on revised actions and the updated plan and bring the feedback back to the Community Committee for consideration. 6.3 That staff provide a copy of the Voluntary Library Report. 6.4 That staff update the Table 1: Forecast Population in Key Areas 2006-2026 and a copy be distributed to the Committee. 6.5 That staff provide an executive summary of the Libraries 2025 Facilities Plan which clearly outlines the levels of service and the direction the Council wants to take going forward. This will be useful for the Long Term Plan.			CHIEF OPERATING OFFICER Libraries and Information		
158	27.2.2014		2. OCCUPANCY OF COUNCIL OWNED COMMERCIAL BUILDINGS 2.1 That the Council approve the staff recommendation with the following addition to recommendation "Delegates the decision(s) to close and reopen commercial buildings for staff and public use to the General Manager of Corporate Services and the General Manager of Community Services (or the equivalent Directors when the new Council structure is in place) subject to the following framework:"			Acting Chief Executive Facilities Rebuild		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
160	27.2.2014	13. COMMUNITY ORGANISATIONS LOAN FUND - 2013/14 FUNDING ROUND	It was resolved that the Council: 13.1 Approves a loan of \$50,000 to Cashmere Tennis Club subject to confirmation of the financial information provided by the Cashmere Tennis Club's last application to the Spreydon/Heathcote Community Board 13.2 Approves a loan of \$35,000 to Canterbury Softball Inc. Approves the Strategic Initiatives Manager to investigate the ability or practicality of the Council to enter into a General Security Agreement (GSA) with Cashmere Tennis Club and Canterbury Softball Inc.			CHIEF OPERATING OFFICER Strategic Initiatives	The loan documentation has been completed and agreed with both Canterbury Softball and Cashmere Tennis. The financial information supplied by Cashmere Tennis has been confirmed and this has been advised to the Spreydon / Heathcote Councillor's and the Community Board Chairperson.	
161	27.2.2014	14. LAND USE RECOVERY PLAN: HOUSING NEW ZEALAND EXEMPLAR HOUSING PROJECTS	It was resolved that the Council: 14.1 Endorses Housing New Zealand Corporation's selection of sites bounded by Clyde Road, Aorangi Road and Bevin Place (Bryndwr) and bounded by Lynn Place, Skipton Street and Acheson Avenue (Shirley) as Exemplar projects under the Land Use Recovery Plan. 14.2 Confirms its commitment to collaborate with Housing New Zealand Corporation to achieve Exemplar Project status for the sites at Bryndwr and Shirley. Note that further reports will be provided when the outstanding information on the Bryndwr and Shirley projects has been provided by Housing New Zealand Corporation.			REBUILD PLANNING AND ECONOMY Urban Design and Regeneration	Further reporting on the HNZ exemplar process will occur as HNZ firm up their proposals.	
163	27.2.2014	23. CENTRAL CITY CAR PARKING UPDATE	It was resolved that the Council: 23.1 Note the contents of the report. 23.2 The Mayor will call a meeting of all interested parties as soon as possible in order to present the report and to discuss solutions. 23.3 The report is to be referred to an Earthquake Recovery Committee of the Whole who are given the delegation to make decisions on this matter.			REBUILD COUNCIL ASSESTS REBUILD PLANNING AND ECONOMY		
167	27.2.2014	24. CENTRAL CITY CAR PARKING UPDATE - COMMERCIAL	It was resolved that the Council note the current status of the insurance claims and the financial exposure that should Council proceed with repair/rebuild in advance of settling insurance claims.			REBUILD COUNCIL ASSESTS		
170	13.3.2014	7. REPORT OF THE HAGLEY/FERRYMEAD COMMUNITY BOARD: MEETING OF 5 FEBRUARY 2014	(2.) DEPUTATIONS BY APPOINTMENT It was resolved that the Council instruct staff to prepare a report for the Regulation and Consents Committee investigating the introduction of an alcohol ban in Linwood Village and Doris Lusk Reserve.	20/05/2014		REBUILD PLANNING AND ECONOMY	Report to be prepared for Regulation and Consents Committee	

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
171	13.3.2014	9. REPORT OF THE RICCARTON/WIGRAM COMMUNITY BOARD: MEETING OF 4 FEBRUARY 2014	That staff prepare a report on all issues regarding 288 Springs Road together with any issues relating to non-compliance and whether there are any additional concerns regarding demolition waste.			OFFICE OF THE CHIEF EXECUTIVE		
174	13.3.2014	14. REPORT OF THE SPREYDON/ HEATHCOTE COMMUNITY BOARD: MEETING OF 21 FEBRUARY 2014	<p>(1.) PREFAB NZ INCORPORATED – LEASE EXTENSION</p> <p>It was resolved that the Council:</p> <p>1. Commence consultation under section 138 of the Local Government Act 2002 on the proposal to grant a further 2 year lease to PrefabNZ and staff to report to Council.</p> <p>2. Meet with representatives of Canterbury A&P Association as soon as it can be arranged.</p>	Jul-14	No	CHIEF OPERATING OFFICER MAYORS OFFICE CORPORATE SERVICES	Under Action, Property Consultancy, awaiting A&P have indicated to Prefab that they will not be changing their position on this issue.	
175	13.3.2014	16. REPORT OF THE CHAIRMAN OF THE AKAROA/ WAIREWA COMMUNITY BOARD: MEETING OF 20 FEBRUARY 2014	<p>(1.) CONNECTION OF EXISTING DWELLINGS TO WATER AND WASTEWATER SERVICES ON BANKS PENINSULA</p> <p>It was resolved that the Council:</p> <p>8.1 Adopt the staff recommendation.</p> <p>8.2 That staff be requested to work with the Banks Peninsula Rugby Club, and the Wairewa Marae to resolve quantity issues with their connections to the Little River water supply.</p>	Jul-14		CHIEF OPERATING OFFICER (City Water & Waste)	Staff working with Rugby Club and Marae to resolve their storage/pumping issues. In progress.	
176	13.3.2014	16. REPORT OF THE CHAIRMAN OF THE AKAROA/ WAIREWA COMMUNITY BOARD: MEETING OF 20 FEBRUARY 2014	<p>(2.) AKAROA TERMINAL WASTEWATER PUMPING STATION SITE OPTIONS</p> <p>It was resolved that the Council:</p> <p>6.1 Support the option of the site in the Akaroa Boat Parking area, behind the Mini Golf area (Site 5) as the preferred site for the terminal wastewater pumping station.</p> <p>6.2 Request that staff meet with the Akaroa Design and Appearance Advisory Committee to discuss options for the external appearance of a new pumping station, and report back to the Community Board with the design details when these are determined.</p>	Jun-15		CHIEF OPERATING OFFICER	Report back to community Board expected in June 2015 following consultation early in detailed design stage.	

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
177	13.3.2014	16. REPORT OF THE CHAIRMAN OF THE AKAROA/ WAIREWA COMMUNITY BOARD: MEETING OF 20 FEBRUARY 2014	<p>(3.) DEED OF LEASE – LITTLE RIVER RAILWAY STATION TRUST</p> <p>It was resolved that the Council:</p> <p>5.1 Resolve to enter into a Deed of Lease with the Little River Railway Station Trust for a term of thirty years with an Annual Rent of \$1.00 and that the Corporate Support Manager be granted delegated authority to negotiate, finalise and conclude all other further terms and conditions.</p> <p>5.2 Resolve that the Corporate Support Manager be granted delegated authority to administer the terms and conditions of the lease including the approval of any sub-leases to appropriate sub-tenant put forward by the Little River Railway Station Trust.</p>	Jun-14	YES	CHIEF OPERATING OFFICER CORPORATE SERVICES	Lease Complete	
178	13.3.2014	16. REPORT OF THE CHAIRMAN OF THE AKAROA/ WAIREWA COMMUNITY BOARD: MEETING OF 20 FEBRUARY 2014	<p>(4.) DEED OF ASSIGNMENT OF LEASE – AKAROA MINI GOLF</p> <p>It was resolved that the Council:</p> <p>7.1 Resolve to consent to the assignment of the lease of land comprising part of Lot 1 DP 79110 for the Akaroa Mini Golf from Brian Stanley Woods to Darin Charles Rainbird, emphasising that the lease provides for mini golf only and no other commercial activity.</p> <p>7.2 Resolve that prior to the final expiry of the lease and subject to the consultation and satisfaction of the Akaroa/Wairewa Community Board, that the Corporate Support Unit Manager be granted delegated authority to negotiate and enter into a new lease with Darin Charles Rainbird for a maximum term of fifteen years, subject to the Akaroa/Wairewa Community Board being satisfied with the proposed investment in the design and development of the Akaroa Mini Golf facilities.</p>	Jun-14	YES	CHIEF OPERATING OFFICER CORPORATE SERVICES	Lease Complete	
181	13.3.2014	21. APPOINTMENT OF RISK AND AUDIT MANAGEMENT COMMITTEE	<p>It was resolved that the Council:</p> <p>3.1 That the Council rescind its resolution of 7 November 2013 appointing the Risk and Audit Management Subcommittee.</p> <p>3.2 That the Council appoint, as a committee of the Council, an Audit and Risk Management Committee.</p> <p>3.3 That the Council members of the Committee be the Mayor, the Deputy Mayor, and Crs. Manji (Deputy Chair), Gough, East and Chen.</p> <p>3.4 That the Terms of Reference and Delegations of the Audit and Risk Management be as set out in Attachment 1.</p> <p>3.5 That the Mayor and Cr. Manji be authorised to appoint three independent persons as members of the Committee, and to appoint one of those independent persons as the chairperson of the Committee.</p>		YES	OFFICE OF THE CHIEF EXECUTIVE Governance and Civic Services	3.1 to 3.4 Complete 3.5 Complete	

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public 51
182	13.3.2014	23. PROPOSED SET OF AMENDMENTS TO THE RULES OF LOCAL GOVERNMENT NEW ZEALAND	<p>It was resolved that the Council:</p> <p>7.1 Retrospectively agree with the Earthquake Recovery Committee of the Whole's decisions:</p> <p>7.1.1 That the proposed amendments to the New Zealand Local Government Association (LGNZ) rules be discussed by the Council Submissions Panel before 13 March 2014. At its meeting the Submissions Panel will decide how the Council's vote at the LGNZ Special General Meeting on 13 March 2014 should be exercised.</p> <p>7.1.2 That the decision of the Submissions Panel regarding the Council's vote at the LGNZ Special General Meeting be endorsed at the Council meeting on 13 March 2014.</p> <p>7.1.4 That Councillor Johanson represent the Council at the special general meeting of the LGNZ on 13 March 2014 to exercise its vote.</p> <p>7.2 That the Council endorse the submissions panels' view on the Council's position of the amendments to the constitution.</p>		Yes	OFFICE OF THE CHIEF EXECUTIVE		
183	13.3.2014	24. REPORT OF THE CHAIRPERSON OF THE COMMUNITY COMMITTEE 11 FEBRUARY 2014	<p>(1.) FACILITIES REBUILD PLAN - DEMOLITION OF HEATHCOTE VOLUNTARY LIBRARY BUILDING</p> <p>It was resolved that the Council agree to the demolition of the Heathcote Voluntary Library Building located at 8 Martindales Road and staff give effect to the Community Board feedback.</p>			CHIEF OPERATING OFFICER Community Services Capital Programme	Re-assign resolution to Facilities Rebuild Team.	
184	13.3.2014	24. REPORT OF THE CHAIRPERSON OF THE COMMUNITY COMMITTEE 11 FEBRUARY 2014	<p>(2.) FACILITIES REBUILD PLAN: HEATHCOTE COMMUNITY CENTRE – DEMOLITION REQUEST</p> <p>It was resolved that the Council agree to the demolition of the Heathcote Community Centre located at 45 Bridle Path Road and staff give effect to the Community Board feedback subject to written confirmation from the insurers.</p>			CHIEF OPERATING OFFICER Facilities Rebuild Team		
185	13.3.2014	24. REPORT OF THE CHAIRPERSON OF THE COMMUNITY COMMITTEE 11 FEBRUARY 2014	<p>(3.) FACILITIES REBUILD PLAN: REBUILD OF HEATHCOTE COMMUNITY CENTRE</p> <p>It was resolved that staff report back to the Council on this matter after incorporating feedback from the Community Committee and the Hagley Ferrymead Community Board with further information regarding the analysis of what can be built for the budget available by 10 April 2014.</p>			CHIEF OPERATING OFFICER Community Services Capital Programme	Report due at Council on 10 April 2014.	

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193	27.3.2014	6. REPORT OF THE ACTING CHIEF EXECUTIVE	It was resolved that the information contained in this report be received. Request the Acting Chief Executive to investigate work underway on the request of staff to develop a strategic transport plan for the wider Addington area.			OFFICE OF THE CHIEF EXECUTIVE		
196	27.3.2014	8. REPORT OF THE CHAIRPERSON OF THE HAGLEY/FERRYMEAD COMMUNITY BOARD: MEETING OF 19 MARCH 2014	(2.) MAIN ROAD MASTER PLAN – CONSULTATION REPORT It was resolved that this item be submitted to the Earthquake Recovery Committee of the Whole meeting of 3 April 2014.			REBUILD PLANNING AND ECONOMY Natural Environment and Heritage	Considered by 10 April Council meeting. Hearings to be held. Date to be determined.	
198	27.3.2014	10. REPORT OF THE ENVIRONMENTAL COMMITTEE: MEETING OF 20 MARCH 2014	(1.) DISTRICT ENERGY SCHEME FOR CHRISTCHURCH It was resolved that the Council: 1.1 Endorse the concept of a district energy scheme and commit to the six month negotiation phase with the Alliance Partnership of the Council, Canterbury Earthquake Recovery Authority, Canterbury District Health Board, Christchurch City Holdings Limited, Energy for Industry and Cowley Services, noting that final decision to fully participate in the District Energy System (DES) would come back to Council for approval. 1.2 Determine that the Civic Centre's existing energy assets (including the TriGen plant and associated equipment, the landfill gas pipeline, and the landfill gas harvesting equipment) are regarded as being in scope for transferring to the Christchurch District Energy System for the purpose of the feasibility studies. 1.3 Appoint one Councillor to act as senior sponsor for the initiative. 1.4 That Councillor Pauline Cotter be appointed as the senior sponsor for the initiative.			OFFICE OF THE CHIEF EXECUTIVE Corporate Services		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
199	27.3.2014	10. REPORT OF THE ENVIRONMENTAL COMMITTEE: MEETING OF 20 MARCH 2014	<p>(2.) RICCATON PUBLIC TRANSPORT HUB REVIEW OF SITE OPTIONS</p> <p>It was resolved that the Council:</p> <p>2.1 Resolve that the Riccarton Public Transport Hub preferred option would be Westfield Mall Frontage (Option 2) on Riccarton Road in front of the entrance to the mall.</p> <p>2.2 Request that staff report back within three months with very attractive concept designs, including innovative lighting and Wifi, for the public transport hub to be implemented as an initial measure by way of the extension of bus stop and improved and attractive passengers' shelters in front of the Westfield Mall entrance.</p> <p>2.3 Request that staff include pedestrian safety features within the design.</p> <p>2.4 Request that staff investigate bus priority measures along Riccarton Road.</p> <p>2.5 Request that staff investigate longer term options for a waiting lounge.</p>	Jul-14		CHIEF OPERATING OFFICER Asset & Network Planning	Council adopted the recommendations of the Environmental Committee April 2014.	
200	27.3.2014	10. REPORT OF THE ENVIRONMENTAL COMMITTEE: MEETING OF 20 MARCH 2014	<p>(3.) WATER SUPPLY REZONING PROJECT</p> <p>It was resolved that the Council</p> <p>3.1 Confirm and approve the continuation of the Water Supply Rezoning actions from the Water Supply Strategy.</p> <p>3.2 Approve a trial of pressure reduction in the Rawhiti Zone, including around 12 months of baseline monitoring period prior to gradual pressure reduction and operation at a lower pressure for a minimum period of 12 months.</p> <p>3.3 Confirm a proposed target minimum pressure of 55 metres within the Central City Zone (roughly bounded by Deans Avenue, Bealey Avenue, Stanmore Road and Brougham Street).</p> <p>3.4 Give approval for Council staff to engage with building owners to identify and cost necessary upgrades to existing fire sprinkler systems and report back where these costs lie.</p> <p>3.5 Request Council staff to report back findings of the Rawhiti trial and the costs/benefits of a full scale roll out across the city including cost impacts to private property owners.</p> <p>3.6 Adopt the Staff Recommendation (3.1 – 3.5 above) with the addition of the words "and report back where these costs lie" to 3.4 so it reads as detailed below:</p> <p>3.7 Give approval for Council staff to engage with building owners to identify and cost necessary upgrades to existing fire sprinkler systems and report back where these costs lie.</p>	Jun-15	No	CHIEF OPERATING OFFICER City Water and Waste	A report will go back to Council with update.	

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202	27.3.2014	10. REPORT OF THE ENVIRONMENTAL COMMITTEE: MEETING OF 20 MARCH 2014	<p>(5.) MAJOR CYCLEWAY PROGRAMME ROUTE NAME RECOMMENDATIONS</p> <p>It was resolved that the Council:</p> <p>5.1 Adopt the following names for each of the 13 Major Cycleway Routes with the following amendments:</p> <ul style="list-style-type: none"> • Route 5 to be changed to "Avon- Ōtakaro Route" • Route 6 to be changed to "Rapanui-Shag Rock Cycleway" <p>5.2 Include the bi-lingual name for each route (refer to table below):</p> <p>ROUTE PROPOSED BI-LINGUAL NAME/s</p> <p>Route 1 Canterbury University (and College of Education) to the Central City: Uni-Cycle Puari ki Pū-taringa-motu (i.e. City to Riccarton)</p> <p>Route 2 Connecting Northlands and the Northern Rail Route to the Central City Papanui Parallel Puari ki Papanui</p> <p>Route 3 Connecting the city, via the Southern Motorway pathway, to the Christchurch Little River Rail Trail Little River Link Puari ki Wairewa</p> <p>Route 4 Extend northern and southern sections of the off-road rail pathway from</p>	COMPLETED	Yes	CHIEF OPERATING OFFICER Asset and Network Planning		
203	27.3.2014	11. REPORT OF THE FINANCE COMMITTEE: MEETING OF 4 MARCH 2014	<p>(1.) CORPORATE FINANCE REPORT FOR PERIOD ENDING 31 DECEMBER 2013</p> <p>It was resolved that the Council receive the report.</p>		Yes	CORPORATE FINANCE GROUP		
205	27.3.2014	11. REPORT OF THE FINANCE COMMITTEE: MEETING OF 4 MARCH 2014	<p>(3.) DEBT WRITE OFF - RESOURCE MANAGEMENT ACT</p> <p>It was resolved that the Council approve the write off of the debt of \$15,938.47 plus GST owed by Woods Mill Limited.</p> <p>It was resolved that the report a whole be adopted.</p>		No	CORPORATE FINANCE GROUP Resource Consents	To be written off in April	
206	27.3.2014	12. REPORT OF THE EARTHQUAKE RECOVERY COMMITTEE OF THE WHOLE: 6 MARCH 2014	<p>It was resolved that the report as a whole be adopted.</p> <p>That the submission on the draft Heritage Recovery Programme be referred to the next Earthquake Recovery Committee of the Whole for consideration.</p>			OFFICE OF THE CHIEF EXECUTIVE Governance and Civic Services		
207	27.3.2014	13. REPORT OF THE COMMUNITY COMMITTEE: MEETING OF 11 MARCH 2014	<p>(1.) FACILITIES REBUILD PROGRAMME – MONTHLY STATUS UPDATE</p> <p>It was resolved that the Council receive the information in this report.</p>		Yes	FACILITIES REBUILD		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
208	27.3.2014	13. REPORT OF THE COMMUNITY COMMITTEE: MEETING OF 11 MARCH 2014	<p>(2.) SUPPLY OF SERVICES AGREEMENT</p> <p>It was resolved that this report be referred to the Finance Committee on 8 April and that a financial report on the recent Buskers Festival be included and then be referred back to Council on 10 April for a decision.</p> <p>It was resolved that the report as a whole be adopted.</p>		Yes	OFFICE OF THE CHIEF EXECUTIVE Governance and Civic Services		
209	27.3.2014	14. REPORT OF THE CHAIRPERSON OF THE COMMUNITY COMMITTEE: EXTRAORDINARY MEETING OF 21 MARCH 2014	<p>(1.). FACILITIES REBUILD PROGRAMME – OPTIONS FOR RICCARTON COMMUNITY CENTRE</p> <p>It was resolved that the Council:</p> <p>14.1 Acknowledge that in the short, medium and long term, a new Riccarton Community Centre is the preferred option.</p> <p>14.2 Acknowledge that the Riccarton/Wigram Community Board is very mindful of the need to retain a local service centre and voluntary library in Riccarton.</p> <p>14.3 Approve that further work continue on Options 2 and 4 and that a possible Option 5 be investigated, being the potential for a public/private partnership involving development of the existing site.</p> <p>14.4 Approve that the Riccarton/Wigram Community Board work with staff to progress the options in 2 above, or the adaption of a different existing building in conjunction with the local community.</p> <p>14.5 Approve that the Council set aside future potential returns from the Clarence Street site or parts thereof, for this development.</p> <p>14.6 Approve that a working group be appointed in conjunction with the Riccarton/Wigram Community Board to consider options 2,4 and 5 and report back to the Community Committee within a period no later than th</p>			CHIEF OPERATING OFFICER Facilities Rebuild Team	Re-assign resolution to Facilities Rebuild Team.	
210	27.3.2014	14. REPORT OF THE CHAIRPERSON OF THE COMMUNITY COMMITTEE: EXTRAORDINARY MEETING OF 21 MARCH 2014	<p>(2.) PROCESS TO DETERMINE THE LOCATION OF THE EASTERN RECREATION AND SPORTS CENTRE</p> <p>It was resolved that this matter be referred to the Earthquake Recovery Committee of the Whole on 3 April 2014 for a decision.</p>		Yes	OFFICE OF THE CHIEF EXECUTIVE Governance and Civic Services		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public 56
211	27.3.2014	15. REPORT OF THE HOUSING COMMITTEE: MEETING OF 11 MARCH 2014	<p>(1.) DEPUTATIONS BY APPOINTMENT</p> <p>It was resolved that the</p> <p>1.2.1 Council staff investigate possible ways of developing and implementing a Register of Residential Rental Properties, and report back to the Committee by the 10 June 2014 meeting.</p> <p>1.2.2 The Council takes a leading role in developing a Register of Residential Rental Properties in Christchurch.</p> <p>The Committee notes that this process will run parallel to the Building Warrant of Fitness Process.</p>			CHIEF OPERATING OFFICER Community Services Group	Re-assign to Anne Columbus (Inspections and Enforcement)	
213	27.3.2014	15. REPORT OF THE HOUSING COMMITTEE: MEETING OF 11 MARCH 2014	<p>(3.) SOCIAL HOUSING WORKS PACKAGE 2: INNES COURTS AND OSBORNE STREET NEW UNITS INTENSIFICATION</p> <p>It was resolved that the Council:</p> <p>3.1 Proceed to tender for the new units at Innes Courts, Osborne Street.</p> <p>3.2 Endorse the commencement of site enabling works inclusive of demolition (Subject to agreement with EQC and Insurers) of the sole property at 407 Innes Courts and Osborne Street (deemed uneconomical to repair).</p> <p>3.3 Authorise the General Manager of Community Services and one other General Manager to accept a tender following evaluation, subject to achieving the financial constraints (plus/minus 15%) detailed in the expended section 11 of the Public Excluded report.</p> <p>3.4 Note that these units on completion will be classified as 'A' (+) grade one and two bedroom units charged at the appropriate rental for that level.</p> <p>3.5 That staff be directed to discuss further the Housing New Zealand Corporation potential options for expediting the availability of social housing units in Christchurch.</p>			CHIEF OPERATING OFFICER Community Services Group	Work currently underway, house at Innes Courts on Facilities Rebuild programme for demolitions. Tender development programme of Innes and Osborne, following evaluations of Harman, HP Smith & Berwick courts RFP's.	
214	27.3.2014	16. REPORT FROM THE CHAIRPERSON OF THE HOUSING COMMITTEE – RENTAL INCREASE	<p>It was resolved that the Council:</p> <p>1. Revoke the resolution at Clause 2 (a) (v) of the Council meeting of 23 April 2009 setting the social housing rents for 2014/15 and Clause 6 (b) (ii) of the Council meeting of 19 April 2012; and</p> <p>2. Resolve to increase rents for all social housing units by 4.9% from the beginning of the first rental period in July 2014 and for all new tenancies beginning on or after 1 May 2014; and</p> <p>3. Resolve that where tenants choose to rent garages or carports at any of the Council's social housing complexes, increase rents for these facilities at the same levels referred to above;</p> <p>4. Note that resolution (ii) also applies to the Whakareia Village</p>			CHIEF OPERATING OFFICER Community Services Group	Rent increases being implemented as per resolution.	

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215	27.3.2014	17. REPORT OF THE REGULATION AND CONSENTS COMMITTEE: MEETING OF 18 MARCH 2014	<p>(1.) REVIEW OF THE RICcarton/ILAM PERMANENT ALCOHOL BAN AND THE UPPER RICcarton/ILAM TEMPORARY BAN</p> <p>It was resolved that the Council:</p> <p>1.1 It is recommended that the Council, in relation to the proposed Christchurch City Council Alcohol Restrictions in Public Places Amendment Bylaw 2014:</p> <p>1.1.2 Determine that there is sufficient evidence to support amending the current permanent alcohol ban in Riccarton/Ilam by increasing the area it covers to include the area covered by the temporary ban and commencing a special consultative procedure (as outlined below);</p> <p>1.1.3 Resolve that the proposed Christchurch City Council Alcohol Restrictions in Public Places Amendment Bylaw 2014 meets the requirements of section 155 of the Local Government Act 2002, in that:</p> <p>1.1.3.1 The Council determines an amendment bylaw is the most appropriate way of addressing the perceived problem; and</p> <p>1.1.3.2 The Council determines the proposed amendment bylaw is the most appropriate form of bylaw; and</p> <p>1.1.3.3 The Council determines the proposed amendment bylaw gives rise to some implications under the New Zealand Bill of Rights Act 1990</p>	Jun-14		REBUILD PLANNING AND ECONOMY Strategic Policy	In progress	
216	27.3.2014	17. REPORT OF THE REGULATION AND CONSENTS COMMITTEE: MEETING OF 18 MARCH 2014	<p>(2.) REVIEW OF ALCOHOL RESTRICTIONS IN PUBLIC PLACES BYLAW FOR SUMNER AT NEW YEAR'S EVE AND ADDINGTON FOR NEW ZEALAND TROTting CUP DAY</p> <p>It was resolved that the Council:</p> <p>2.1 It is recommended that the Council, in relation to the proposed Christchurch City Council Alcohol Restrictions in Public Places Amendment Bylaw 2014.</p> <p>(a) Determine that there is sufficient evidence to support the proposal for a new permanent alcohol ban area in Addington on New Zealand Trotting Cup Day and to extend the days that the current permanent alcohol ban in Sumner applies to also include New Year's Eve and for commencing a special consultative procedure (as outlined below).</p> <p>(b) Resolve that the proposed Christchurch City Council Alcohol Restrictions in Public Places Amendment Bylaw 2014 meets the requirements of section 155 of the Local Government Act 2002, in that:</p> <p>(i) The Council determines an amendment bylaw is the most appropriate way of addressing the perceived problem; and</p> <p>(ii) The Council determines the proposed amendment bylaw is the most appropriate form of bylaw; and</p> <p>(iii) The Council determines the proposed amendment bylaw gives rise to some implications under the New Zealand Bill of Rights Act 1990</p> <p>(c) Resolve that the proposed Christchurch City Council Alcohol Restrictions in Public Places Amendment Bylaw 2014 meets the requirements of section 155 of the Local Government Act 2002, in that:</p> <p>(i) The Council determines an amendment bylaw is a reasonable limitation on the right of freedom of expression; and</p> <p>(ii) There is evidence that the area to which the bylaw is intended to apply is a reasonable limitation on the right of freedom of expression; and</p> <p>(iii) The Council determines that the proposed amendment bylaw is appropriate</p>	Jun-14		REBUILD PLANNING AND ECONOMY Strategic Policy	In progress	

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217	27.3.2014	18. REPORT OF THE STRATEGY AND PLANNING COMMITTEE: MEETING OF 21 MARCH 2014	(1.) RESIDENTIAL LAND AVAILABILITY IN CHRISTCHURCH CITY It was resolved that the Council report be received and adopted.		Yes	REBUILD PLANNING AND ECONOMY City Planning		
218	27.3.2014	18. REPORT OF THE STRATEGY AND PLANNING COMMITTEE: MEETING OF 21 MARCH 2014	(2.) PLAN CHANGE 52, RUAPUNA NOISE CONTROLS – PLAN CHANGE 52, RUAPUNA NOISE CONTROLS – MEDIATION OF APPEALS, PROPOSAL TO ESTABLISH A COMMUNITY LIAISON COMMITTEE It was resolved that: 2.1 The Council supports the establishment of a Community Liaison Committee to assist in resolving noise related issues at the Ruapuna Motor Sports Park, with the Independent Committee Chair appointed to be by the Council. 2.2 Officers report back to the Council on proposed Terms of Reference for the Liaison Committee once they have been finalised.			REBUILD PLANNING AND ECONOMY Urban Design	This recommendation should assist the parties reach a mediated settlement The parties are to report back to court later April 2014. The outcome will be reported back to Council	
219	27.3.2014	18. REPORT OF THE STRATEGY AND PLANNING COMMITTEE: MEETING OF 21 MARCH 2014	(3.) PSYCHOACTIVE PRODUCTS RETAIL LOCATIONS POLICY (LOCAL APPROVED PRODUCT POLICY) 2014 It was resolved that this matter be referred to the next Council meeting where an amended Statement of Proposal will be addressed.	Apr-14		REBUILD PLANNING AND ECONOMY City Planning	In progress	
220	27.3.2014	19. DENTON OVAL AMENITY BLOCK STRENGTHENING	It was resolved that the Council: 19.1 Approve the strengthening of the Denton Park Amenity Block to 67 percent NBS as described in section 3.3 of this report. 19.2 Allocate \$130,000 from the Building and Infrastructure Allowance borrowing to fund the strengthening of the Denton Park Amenity Block on the understanding that any unused funding is returned to the Building and Infrastructure Allowance.			CHIEF OPERATING OFFICER Recreation and Sports		
221	27.3.2014	19A REPORT BY THE CHAIRPERSON OF THE RICcarton/WIGRAM COMMUNITY BOARD: 4 MARCH 2014	(1.) NOTICE OF MOTION Refer to the decision under item 19.		Yes	REBUILD PLANNING AND ECONOMY		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
223	27.3.2014	21. REASSIGNMENT OF DELEGATIONS FROM GENERAL MANAGERS TO NEW DIRECTOR POSITIONS	<p>It was resolved that the Council:</p> <p>21.1 Relying on clause 32 of Schedule 7 of the Local Government Act 2002, together with any other applicable statutory authority, as from 1 April 2014, reassign the current delegations as recorded in the Delegations Register in the manner set out in Attachment 1.</p> <p>ADDITIONAL STAFF RECOMMENDATIONS</p> <p>Acting Chief Operating Officer position:</p> <p>21.1 Relying on clause 32 of Schedule 7 of the Local Government Act 2002, together with any other applicable statutory authority, as from 1 April 2014, reassign the current delegations as recorded in the Delegations Register in the manner set out in Attachment 1 and Attachment 2.</p> <p>21.2 Confirms that until 1 July 2014, a person holding the position of Acting GM Community Services or Acting GM City Environment or Transitional Change Manager may exercise any of the delegated responsibilities, duties, and powers of the Chief Operating Officer as set out in the Delegations Register.</p> <p>21.3 Confirms, to avoid any doubt, that any person holding the position of:</p> <p>(a) Transitional Manager Facilities and Infrastructure Rebuild, may exercise any of the delegated responsibilities, duties, and powers of the Chief Operating Officer as set out in the Delegations Register.</p> <p>(b) Transitional Manager Office of the CEO, may exercise any of the delegated responsibilities, duties, and powers of the Chief Operating Officer as set out in the Delegations Register.</p> <p>(c) Transitional Manager Corporate Services may exercise any of the delegated responsibilities, duties, and powers of the Chief Operating Officer as set out in the Delegations Register.</p>			CORPORATE SERVICES Legal Services Unit		
225	27.3.2014	23. DUDLEY CREEK POST EARTHQUAKE REMEDIATION OPTIONS	<p>It was resolved that the Council:</p> <p>23.1 Receive the report.</p> <p>23.2 Staff commences an appropriate level of engagement with the community that will inform them of the benefits, risks and issues associated with the options.</p> <p>23.3 Staff work with key stakeholders, CERA, the Insurance Council, MBIE, EQC and Ecan on the options available to support the earliest delivery of the remediation works in the context of the wider flood risks for the city.</p> <p>23.4 Staff continues to finalise the cost estimates for each option, identify any funding issues and possible options to address these.</p> <p>23.5 Continue to scope the remediation option for the remaining areas of the city that have heightened risk as a result of the earthquakes to ensure that council has a comprehensive understanding of the total scope of the programme.</p>	23.4 and 23.5 July-15	No	CHIEF OPERATING OFFICER Transport and Greenspace	<p>23.1 Completed</p> <p>23.2 Public meetings held 2/3 April</p> <p>23.3 Established liaison flood management steering committee comprising CCC/CERA to look at high level issues. Supported by a joint tech working group</p> <p>23.4 In progress</p> <p>23.5 In progress</p>	

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226	27.3.2014	24. ISAAC THEATRE ROYAL LOAN – AMENDMENT TO DEED OF PRIORITY	<p>It was resolved that the Council:</p> <p>5.1 It is recommended that the Council in relation to the loans provided to the Theatre Royal:</p> <p>5.1.1 Agree to the amendment of the deed of priority to the ASB Bank allowing for a \$6 million priority amount and delegate to the Chief Financial Officer and Corporate Finance Manager the authority to enter into any documents required to be executed.</p> <p>In addition a full report to be considered at the next Finance committee meeting.</p>		<p>5.1 No;</p> <p>5.1.1 No;</p>	CHIEF FINANCE OFFICER Corporate Finance Group	<p>Yet to receive documentation from Isacc Theatre Royal and ASB to document amendment</p> <p>Signed financial statements for the 12 months to 31 December 2013 are not yet available. It is expected that they will be available shortly to allow report to June Finance committee meeting</p>	
235	10.4.2014	5. REPORT OF THE HAGLEY/ FERRYMEAD COMMUNITY BOARD: MEETING OF 12 MARCH 2014	<p>(1.) EASEMENT TO ORION OVER 1 NICHOLAS DRIVE</p> <p>It was resolved that the Council exercise the powers of the Minister of Conservation referred to in the First Schedule of the Reserves Act 1977 and Instrument of Delegation for Territorial Authorities dated 12 June 2013 pursuant to Section 48(1) of the Reserves Act 1977 for the easements listed in the Schedule of Proposed Easements and that the Council waive the requirement for public notification.</p>		Completed	CITY ENVIRONMENT GROUP Transport and Greenspace	Justin Sims dealing with this	
236	10.4.2014	6. REPORT OF THE HAGLEY/ FERRYMEAD COMMUNITY BOARD: MEETING OF 19 MARCH 2014	<p>(1.) MCCORMACKS BAY RESERVE – WASTEWATER EASEMENTS</p> <p>It was resolved that the Council:</p> <p>8.1 Consent, acting under the delegated authority of the Minister of Conservation, to the granting of the proposed easements as outlined in this report.</p> <p>8.2 Resolve that public notification of the intended easement for the pump lift station be waived in terms of the exemptions provided for in Section 48 (3) of the Reserves Act 1977.</p> <p>Note that under delegated authority The Board has granted an easement for this reserve. Refer to item 1 cont'd in Part C of this report.</p>	completed	Yes	CITY ENVIRONMENT GROUP City Infrastructure		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public ¹
237	10.4.2014		<p>(2.) REPLACEMENT OF THE SUMNER SURF LIFE SAVING CLUB PUBLIC TOILETS</p> <p>It was resolved that the Council:</p> <p>6.1 Agree to the re-building of the changing facilities and toilet block on this site.</p> <p>6.2 Agree that Council officers proceed with detailed design, building consent and construction of the changing facilities and toilet, including incorporation of artistic features where possible.</p> <p>6.3 Agree that Council officers provide regular progress updates to the Hagley/Ferrymead Community Board including insurance</p>			COMMUNITY SERVICES GROUP Rebuild Council Assets Group		
238	10.4.2014	12. REPORT OF THE EXTRAORDINARY JOINT MEETING OF THE ENVIRONMENTAL COMMITTEE AND THE RICcarton/WIGRAM COMMUNITY BOARD: MEETING OF 27 AND 31 MARCH 2014	<p>(1.) NOBLE VILLAGE SUBDIVISION - VESTING OF ROADS</p> <p>It was resolved that the Council:</p> <p>1. Note that:</p> <p>1.1 Dr Somerville QC has completed his legal review.</p> <p>1.2 The Council has received the updated Road Safety Audit report regarding the Noble Village Subdivision and its accompanying summary report.</p> <p>1.3 Officers will, as a result of the Council resolution of July 2013, not accept roads for vesting in the Council until:</p> <p>(i) The applicant has been granted a Variation of the resource consents;</p> <p>(ii) Has changed the engineering plans for the residential area and the scheme plans for the commercial area in the manner agreed by the three traffic experts (attachment 2 pages 117 – 122 of the 10 April 2014 Agenda) to ensure that issues in the road safety audit are addressed and rectified; and</p> <p>(iii) Until the applicant has completed the physical works for the residential area.</p> <p>1.4 Council officers will thereafter, under existing delegated authority, decide whether roads are accepted to vest in the Council in the standard Resource Management Act process.</p> <p>1.5 If the consent holder does not apply for the Variations of resource consents to make the changes agreed between the traffic experts, officers will obtain and report to the Council further advice from Dr Somerville QC on the steps to then be taken.</p> <p>2. Direct that before the roads in the commercial area vest in the Council, there must be a Variation of the commercial area consent that provides that there can be no commercial development until the agreed road design changes are built.</p>	COMPLETED	Yes	CITY ENVIRONMENT GROUP Asset and Network Planning		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
239	10.4.2014	13. REPORT OF THE MEETING OF THE SHIRLEY/PAPANUI COMMUNITY BOARD: MEETING OF 5 MARCH 2014	<p>It was resolved that the Council assist the Shirley Community Trust, including by writing to Housing New Zealand, identifying appropriate land in or around Skipton Street to use as a community facility.</p> <p>The Council suggested that item 5.1 from the 5/3/2014 meeting regarding citizen tree planting be referred to the Environmental Committee.</p>			ACTING CHIEF EXECUTIVE Governance and Civic Services		
240	10.4.2014	14. REPORT OF THE MEETING OF THE SHIRLEY/PAPANUI COMMUNITY BOARD: MEETING OF 19 MARCH 2014	<p>(1.) PRESENTATION OF PETITIONS</p> <p>It was resolved that the Council receive the petition and note that the engagement requested has already commenced.</p>			ACTING CHIEF EXECUTIVE Governance and Civic Services		
241	10.4.2014	21. CHRISTCHURCH MAYORAL RELIEF FUND – MT PLEASANT MEMORIAL COMMUNITY CENTRE	<p>It was resolved that the Council approve a grant of \$200,000.00 being made from the Christchurch Earthquake Mayoral Relief Fund to the Mt Pleasant Memorial Community Centre and Residents Association Inc. towards the rebuilding of the Mount Pleasant War Memorial Community Centre.</p>			COMMUNITY SERVICES GROUP Community Support Unit		
242	10.4.2014	22. FACILITIES REBUILD PLAN: HEATHCOTE COMMUNITY CENTRE – DEMOLITION AND REBUILD	<p>It was resolved that the Council:</p> <p>6.1 Note that proceeding with demolition of the existing Heathcote Community Centre does not affect the Council's insurance claim.</p> <p>6.2 Allocate insurance proceeds from the Heathcote Community Centre and Heathcote Voluntary Library to the rebuild of a new Community Facility in the Heathcote Valley (refer paragraph 5.1 of this report).</p> <p>6.3 Authorise staff to proceed with the rebuild of a new Heathcote Community Facility incorporating a Voluntary Library in the Heathcote Valley, subject to approval of the final design by the Community Board, and total cost to the Council for the entire project remaining within the available insurance settlement value.</p>			COMMUNITY SERVICES GROUP Rebuild Council Assets Group		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
243	10.4.2014	23. LOCAL GOVERNANCE STATEMENT	It was resolved that the Council: 1. Accept the Local Governance statement, subject to updates and corrections, presented in the report in order to comply with the statutory deadline of 6 months post election. 2. Make the Local Governance statement publicly available 3. Note the Council intention to review and amend this statement over the next 3 months.	Jul-14		ACTING CHIEF EXECUTIVE Governance and Civic Services		
244	10.4.2014	24. SUBMISSION ON BUILDING (EARTHQUAKE-PRONE BUILDINGS) AMENDMENT BILL	It was resolved that the Council refer the draft submission on the Bill back to the Submissions Panel, for the Panel to determine the final form of the Submission to be made on behalf of the Council and that the Council request that the Select Committee conduct a hearing in Christchurch and that the Council will be represented by the Mayor along with appropriate expert staff.			BUILDING CONTROL AND CITY REBUILD GROUP Operational Policy & Quality Improvement Unit		
245	10.4.2014	29. ACTING CHIEF EXECUTIVE REPORT ON THE MAJESTIC THEATRE	It was resolved that the Council request the Acting Chief Executive in conjunction with the Mayor to seek urgent legal advice on whether there are grounds for the Council to seek to halt the demolition of The Majestic Theatre and on CERA's reliance on section 38 of the Canterbury Earthquake Recovery Act 2011.			ACTING CHIEF EXECUTIVE		
246	10.4.2014	30. REPORT BY THE CHAIRPERSON OF THE FINANCE COMMITTEE 8 APRIL 2014	(1.) CANTERBURY CRICKET – SECURITY INTEREST CONSENT REQUEST It was resolved that the Council: 5.1 Consent to such security interests, as are required, being registered against the pavilion building on the Personal Properties Securities Register. 5.2 Grant to the Corporate Support Manager delegated authority to give the Council's consent to such security interests being registered, and to enter into such documentation as shall be required on terms			COMMUNITY SERVICES GROUP Recreation and Sports Unit		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
247	10.4.2014		(2.) SUPPLY OF SERVICES AGREEMENT It was resolved that the Council: 7.1 Terminate the Supply of Services Agreement between Christchurch City Council and the World Buskers Festival Trust which would enable the World Buskers Festival Trust to operate the Festival in line with the Trust Deed and the annual Statement of Intent agreed with the Council, as owner of the World Buskers Festival. 7.2 Require the World Buskers Festival Trust to provide the detailed final event budget for consideration by the Finance Committee by mid-October. 7.3 Inform the World Buskers Festival Trust that consideration of a change to the level of annual funding from 2015/16 would be through the Long Term Plan. 7.4 Require the World Buskers Festival Trust to amend its Statement of Intent to include more robust governance and management structures. 7.5 Amend clause 6.2 of the Trust Deed to allow the appointment of up to 12 Trustees			COMMUNITY SERVICES GROUP Marketing Unit		
251	24.4.2014	5. PRESENTATION OF PETITIONS	It was resolved that staff prepare a report on the petition which asks staff to ratify a 12 point resolution and take it to Central Government. This report will need to be written in time for the Earthquake Recovery Committee of the Whole meeting in June			STRATEGY AND PLANNING GROUP Strategic Policy Unit		
252	24.4.2014	7. AUDIT AND RISK MANAGEMENT COMMITTEE	(1.) INTERNAL AUDIT STATUS REPORT It was resolved that the Council accept this report and request that further reports include a list of high risk issues as identified by internal audit. This list should be included when the report goes to the Council.			ACTING CHIEF EXECUTIVE Governance and Civic Services		
253	24.4.2014		(2.) AUDIT NEW ZEALAND MANAGEMENT REPORT FOR THE YEAR ENDED 30 JUNE 2013 It was resolved that the Council receive the management report.			CHIEF FINANCE OFFICER Rebuild Financial and Commercial Group		

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254	24.4.2014		<p>(3.) BUSINESS CONTINUITY MANAGEMENT FRAMEWORK</p> <p>It was resolved that the Council:</p> <p>3.1 Authorise the Business Continuity Management (BCM) Framework for the Christchurch City Council.</p> <p>3.2 Agree to take a Governance and Performance Evaluation role via a report to the Audit and Risk Management Committee meeting.</p> <p>3.2.1 The Performance Evaluation will include reporting on the following components:</p> <ul style="list-style-type: none"> • Status of actions from management reviews • Changes in external and internal issues relevant to BCMS • Information on Business Continuity performance, including trends in • Non conformance and corrective action • Evaluation results • Audit results ☐ Opportunities for improvement <p>It was resolved that the report as a whole be adopted.</p>	Apr-14	Yes	ACTING CHIEF EXECUTIVE Corporate Services Group	Framework adopted and governance role in place.	05
255	24.4.2014	8. REPORT OF A MEETING OF THE EARTHQUAKE RECOVERY COMMITTEE OF THE WHOLE	<p>(1.) LAND USE RECOVERY PLAN: APPROVAL IN PRINCIPLE OF SPREYDON LODGE (HALSWELL NORTH) MEDIUM DENSITY HOUSING EXEMPLAR PROJECT</p> <p>It was resolved that the Council:</p> <p>1.1 Approve 'in principle' stage 1 of the Meadowlands Development as an Exemplar Medium Density Housing Project on the basis of the submitted material provided at Attachment 2.</p> <p>1.2 Note the scope of the incentive support requested of Council by Danne Mora and delegate to the Chief Planning Officer to negotiate a suitable agreement that assists the achievement of the exemplar outcomes.</p> <p>1.3 Note that a Resource Consent Application from Danne Mora Holdings Ltd/Wayne Francis Charitable Trust in respect of Stage 1 of the Meadowlands Development is the next step for the developer to formerly initiate.</p> <p>1.4 Note that staff should continue to work with the developer, CERA and other interested parties to expedite as reasonably as possible the process for the first step development.</p>			STRATEGY AND PLANNING GROUP Urban Design and Regeneration Unit		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
256	24.4.2014		<p>(2.) MAIN ROAD MASTER PLAN – CONSULTATION REPORT It was resolved that the Council:</p> <p>2.1 Receive the summary of submissions to the Draft Main Road Master Plan in Attachment 1 of the report (Clause 8.2 in the Council agenda of 27 March 2014).</p> <p>2.2 Decide that Hearings be held.</p> <p>2.3 Delegate the Mayor and the Chairperson of the Hagley/Ferrymead Community Board to decide the composition of the Hearings Panel.</p> <p>It was resolved that the report as a whole be adopted and request that the report under item 7.1 of the Earthquake Recovery Committee of the Whole be provided to the Earthquake Recovery Committee of the Whole meeting of 1 May, if not available by then, it be included in the report on the flooding taskforce issues. It was decided to request an urgent report back on how to change the parameters of the Stronger Christchurch Infrastructure Rebuild Team (SCIRT) to better align with the Natural Environment Programme and to better take account of Natural and Environmental Hazards.</p> <p>It was resolved that the report as a whole be adopted and request that the report under item 7.1 of the Earthquake Recovery Committee of the Whole be provided to the Earthquake Recovery Committee of the Whole meeting of 1 May, if not available by then, it be included in the report on the flooding taskforce issues. It was decided to request an urgent report back on how to change the parameters of the Stronger Christchurch Infrastructure Rebuild Team (SCIRT) to better align with the Natural Environment Programme and to better take account of Natural and Environmental Hazards.</p>			STRATEGY AND PLANNING GROUP Urban Design and Regeneration Unit		
257	24.4.2014	9. FINANCE COMMITTEE	<p>(1.) CHRISTCHURCH CITY HOLDINGS LIMITED, CHRISTCHURCH AGENCY FOR ENERGY TRUST, VBASE LIMITED, CIVIC BUILDING LIMITED, TUAM LIMITED, THE WORLD BUSKERS' FESTIVAL TRUST, ROD DONALD BANKS PENINSULA TRUST, RICCARTON BUSH TRUST AND NEW ZEALAND LOCAL GOVERNMENT FUNDING AGENCY LIMITED HALF YEAR FINANCIAL STATEMENTS</p> <p>It was resolved that the Council receive the half-year reports for the following Council Controlled Organisations:</p> <ul style="list-style-type: none"> • Christchurch City Holdings Limited • Christchurch Agency for Energy Trust • Vbase Limited • Civic Building Limited • Tuam Limited • The World Busker's Festival • Rod Donald Banks Peninsula Trust • Riccarton Bush Trust 			CHIEF FINANCE OFFICER Rebuild Financial and Commercial Group		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
258	24.4.2014		<p>(2.) DRAFT STATEMENTS OF INTENT FOR CIVIC BUILDING LIMITED, TUAM LIMITED, ROD DONALD BANKS PENINSULA TRUST, RICcarton BUSH TRUST, CHRISTCHURCH AGENCY FOR ENERGY TRUST AND NEW ZEALAND LOCAL GOVERNMENT FUNDING AGENCY</p> <p>It was resolved that the Council</p> <p>2.1 Accept the draft statements of intent for the following Council Controlled Organisations (CCOs) and that the CCOs consider the following comments when finalising the SOI:</p> <p>2.1.1 Civic Building Limited</p> <p>2.1.2 Tuam Limited</p> <p>2.1.3 Rod Donald Banks Peninsula Trust</p> <ul style="list-style-type: none"> • That Rod Donald Banks Peninsula Trust should concentrate on one or two key achievements under each indicator. The other achievements can be maintained for internal purposes. <p>To support the change to the investment policy as in 3.3.3. That the Council notes the change in the Trust's investment policy to allow it to invest with institutions that fall outside the Council's own investment policy. The limits are set out below</p> <p>(a) No more than 30 percent of fixed income investments in instruments falling outside Council's investment policy;</p> <p>(b) No more than 15 percent of the total fixed income funds will be invested in instruments falling outside Council's investment policy;</p> <p>(c) No more than 7 percent of the total fixed income funds will be invested in instruments falling outside Council's investment policy;</p> <p>2.1.5 Christchurch Agency for Energy Trust</p> <ul style="list-style-type: none"> • Included a performance or financial target that shows the value of grants that have been committed under the Christchurch Energy Grants Scheme but are yet to be uplifted by the recipient. • Address the future of CAfE given the withdrawal of the appointer organisations from its funding. <p>2.1.6 New Zealand Local Government Funding Authority Limited.</p>			CHIEF FINANCE OFFICER Rebuild Financial and Commercial Group		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX where matter can be made public
259	24.4.2014		<p>(3.) DRAFT STATEMENTS OF INTENT FOR CHRISTCHURCH CITY HOLDINGS LIMITED, ORION NEW ZEALAND LIMITED, CHRISTCHURCH INTERNATIONAL AIRPORT LIMITED, LYTTTELTON PORT COMPANY LIMITED, ENABLE SERVICES LIMITED, CITY CARE LIMITED, RED BUS LIMITED, ECOCENTRAL LIMITED, CANTERBURY DEVELOPMENT CORPORATION HOLDINGS LIMITED AND CRIS LIMITED</p> <p>It was resolved that the Council adopt the staff recommendation noting the following in relation to 5.1.9 (Canterbury Development Corporation Holdings Limited). That the operation and structure of Canterbury Development Corporation Holdings Limited is subject to review as part of the Cameron report.)</p>			CHIEF FINANCE OFFICER Rebuild Financial and Commercial Group		
260	24.4.2014		<p>(4.) EARTHQUAKE CLAIMS UPDATE AS AT 28 FEBRUARY 2014</p> <p>It was resolved that the Council receive the report.</p>			CHIEF FINANCE OFFICER Rebuild Financial and Commercial Group		
261	24.4.2014		<p>(5.) LANCASTER PARK – ACQUISITION OF LAND FROM VBASE</p> <p>It was resolved that the Council</p> <p>5.1 The purchase from Vbase Limited, that parcel of land described as Lot 64 Deposited Plan 631 containing 936 square metres more or less being all the land comprised in certificate of title CB98/139 for the sum of \$159,000 (plus GST if any), to be funded from borrowing.</p> <p>5.2 An encumbrance being registered against the title to the land to ensure that the land is held for the same purposes as defined in the Christchurch City Council (Lancaster Park) Land Vesting Act 2008.</p> <p>5.3 That the Director of Corporate Services be delegated authority to enter into any documents necessary to effect the purchase of the land and registration of the encumbrance at 5.1 and 5.2 above.</p> <p>It was resolved that the report as a whole be adopted.</p>			COMMUNITY SERVICES GROUP Recreation and Sports Unit CORPORATE SERVICES		
264	24.4.2014		<p>(2.) FACILITIES REBUILD: NORTH BEACH COMMUNITY CRECHE</p> <p>It was resolved that the Council refer the report back to the Community Committee and further information be provided about the insurance and possible future uses of the site.</p>			COMMUNITY SERVICES GROUP Community Support Unit		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
265	24.4.2014		<p>(3.) APPROVAL OF AN EXTENSION OF TIME FOR A HERITAGE INCENTIVE GRANT, 236 TUAM STREET</p> <p>It was resolved that the staff recommendation be adopted and that Council:</p> <p>3.1 Request an urgent meeting with CERA/CCDU to discuss the future of 236 Tuam Street noting concern at the delays in making progress.</p>			STRATEGY AND PLANNING GROUP Natural Environment and Heritage Unit		
266	24.4.2014		<p>(4.) CENTRAL CITY LANDMARK HERITAGE GRANTS - RECOMMENDATION FOR 2013/14</p> <p>It was resolved that the Council approve a Central City Landmark Heritage Grant of up to \$800,000 for the West Avon Apartment Building, 279 Montreal Street, subject to the completion of the agreed scope of works and the owners entering into a Full Conservation Covenant with the Council.</p>			STRATEGY AND PLANNING GROUP Natural Environment and Heritage Unit		
267	24.4.2014		<p>(5.) DEPUTATIONS BY APPOINTMENT</p> <p>It was resolved that the Council raise the issue of the future of heritage buildings in High Street directly with the relevant Ministers.</p>					
268	24.4.2014		<p>(6). HERITAGE INCENTIVE GRANT APPROVAL FOR 'WOODS MILL' 14 WISE STREET, ADDINGTON.</p> <p>It was resolved that the Council approve:</p> <p>6.1 A Heritage Incentive Grant of up to \$900,000 for conservation and maintenance work for the protected heritage building 'Woods Mill' at 14 Wise Street, Addington subject to compliance with the agreed scope of works and certification of the works upon completion.</p> <p>6.2 That payment of this grant is subject to the applicants entering a full conservation covenant with the signed covenant having the Council seal affixed prior to registration against the property title.</p> <p>It was resolved that the report as a whole be adopted.</p>					

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
269	24.4.2014	12. REPORT OF THE HOUSING COMMITTEE: MEETING OF 15 APRIL 2014	<p>It was resolved that the Council amend the current Delegation Register for those units which fall under the vacant unit redecoration process in the manner set out in italics as follows:</p> <p>CHIEF OPERATING OFFICER AND THE CHIEF FINANCIAL OFFICER</p> <p>1. Facilities Rebuild Plan</p> <p>(a) Delegates to the Chief Financial Officer and Chief Operating Officer, jointly, the authority to:</p> <p>(iv) repair an existing social housing facility block or individual unit within a block (<i>excluding any vacant unit redecoration earthquake repairs</i>), subject to receipt of insurance funds or written confirmation from EQC/Insurer of insurance settlement, where the repairs will cost less than or equal or up to 20 percent more than the insurance funds received for the block or the individual unit within the block when calculated on a pro rata basis.</p> <p>Community Support Manager</p> <p><i>The Community Support Unit Manager has delegated authority to approve vacant social housing unit earthquake repairs up to \$30,000 for each individual unit.</i></p>			COMMUNITY SERVICES GROUP Community Support Unit		
271	24.4.2014		<p>(3.) COUNCIL HOUSING EXEMPLARS</p> <p>It was resolved that the Council:</p> <p>3.1 Endorse Andrews Crescent as a preferred candidate for exemplar status under the Land Use Recovery Plan (LURP). Notes this preferred status is subject to evaluation against the assessment criteria.</p> <p>3.2 That the Council determine the preferred second candidate for exemplar status, is Brougham Village.</p> <p>3.3 Confirm its commitment to work with other stakeholders; including but not limited to Canterbury Earthquake Recovery Authority (CERA), Ngai Tahu, the Ministry of Business, Innovation and Employment (MBIE), Housing New Zealand Corporation and NZ Transport Authority (NZTA).</p> <p>3.4 Note that further reports will be provided prior to seeking detailed proposals from the market and once more following the receipt and evaluation of any site specific proposals.</p> <p>3.5 Note that Council led exemplar schemes are still subject to the outcome of the council's consultative process regarding both Affordable and Social Housing.</p> <p><i>It was resolved that the report as a whole be adopted.</i></p>			COMMUNITY SERVICES GROUP Community Support Unit		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
272	24.4.2014	13. REPORT BY THE CHAIRMAN OF THE BURWOOD/PEGASUS COMMUNITY BOARD	<p>(1.) RAWHITI DOMAIN – THE GRANTING OF EASEMENTS IN FAVOUR OF ORION LIMITED'S 66 KVA SUBSTATION SITE</p> <p>It was resolved that the Council grants easements in favour of Orion New Zealand Limited's 66 Kva Substation site as set out in the staff recommendation 5.1.</p>	Jul-14	No	CITY ENVIRONMENT GROUP Asset and Network Planning Unit	Easement under action by Property Consultancy Team	
273	24.4.2014	14. THE COUNCIL'S ROLE IN AFFORDABLE/SOCIAL HOUSING	It was resolved that the Council refer the reports and delegate authority to the Earthquake Recovery Committee of the Whole meeting of 1 May 2014 to make a decision on the staff recommendations contained in the report.			STRATEGY AND PLANNING GROUP Community Support Unit		
274	24.4.2014	15. GIFTING SELECTED HERBARIUM SPECIMENS TO LANDCARE RESEARCH NEW ZEALAND LTD	<p>It was resolved that the Council:</p> <p>15.1 Gift the Armstrong Collection and the herbarium specimens of Bulgarian origin held by the Christchurch Botanic Gardens Herbarium to Landcare Research New Zealand Limited, to be held in the Allan Herbarium located at the Canterbury Agriculture and Science Centre, Lincoln, subject to Landcare Research:</p> <p>15.1.1. Providing digital images of all the specimens in the Armstrong Collection to the Christchurch City Council once the digitisation process has been completed, at no cost to the Christchurch City Council.</p> <p>15.1.2 Ensuring that the Armstrong Collection is acknowledged in all circumstances, and that the specimens are curated to add an acknowledgement that each specimen originated from the Armstrong Collection and was gifted by the Christchurch City Council.</p> <p>15.1.3 Transcribing and making available any botanical information written on the specimen sheets in the Armstrong Collection in accordance with Landcare Research's policies, at no cost to the Christchurch City Council.</p> <p>15.2 Prepare a Gift of Deed for the transfer of the Armstrong Collection and herbarium specimens of Bulgarian origin ("the property"), with nil financial consideration.</p> <p>15.3 Organise a suitable ceremony being organised between the Christchurch City Council and Landcare Research to acknowledge the change in ownership of the Armstrong Collection and the herbarium specimens of Bulgarian origin.</p> <p>15.4 Investigate a memorandum of understanding between the Christchurch Botanic Gardens and Landcare Research.</p>		Completed	CITY ENVIRONMENT GROUP Transport and Greenspace		

	Council Meeting Date	Report Title	Action Required	Due Date	Action/ Resolution Completed Yes/No	Responsible Director	Commentary	If PX when matter can be made public
275	24.4.2014	16. PSYCHOACTIVE PRODUCTS RETAIL LOCATIONS POLICY (LOCAL APPROVED PRODUCT POLICY) 2014 CONSULTATION DOCUMENTS (SEPARATELY CIRCULATED)	<p>It was resolved that the Council:</p> <p>16.1 Resolve that the draft policy (Attachment 1), the Statement of Proposal (Attachment 2); the Summary of Information (Attachment 3) and a map of permitted areas (Attachment 4) be adopted for consultation through a Special Consultative Procedure.</p> <p>16.2 Resolve that a public notice of the consultation be given in The Press and Christchurch Star newspapers and on the Council's website at the start of the consultation period, and that a public notice of the proposal be given in community newspapers distributed in the Christchurch district area, as close as possible to the start of the consultation period.</p> <p>16.3 Resolve that the consultation documents be made available for public inspection at Council Service Centres, Council Libraries and on the Council's website during the consultation period, and authorise the Unit Manager, Strategic Policy to determine the specific persons and/or organisations to whom the Summary of Information will be distributed as a basis for the general consultation.</p> <p>16.4 Resolve to establish a Hearings Panel comprising the following councillors (.....), and appoint the panel members, to consider submissions on the draft policy and report back to Council by September 2014.</p> <p>16.5 Direct staff to scope a collaborative approach with the aim of identifying further harm minimising options and report back to Council by September 2014.</p>			STRATEGY AND PLANNING GROUP Strategic Policy Unit		

15 APRIL 2014

PART A - MATTERS REQUIRING A COUNCIL DECISION

**1. SPEED LIMIT REVIEW 2013/14 – PROPOSED CHANGES TO SPEED LIMITS -
RICCARTON/WIGRAM WARD**

		Contact	Contact Details
General Manager responsible:	Acting General Manager, City Environment Group	N	
Officer responsible:	Unit Manager, Transport and Greenspace	N	
Author:	Ryan Rolston, Traffic Engineer	Y	941 8516

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to present to the Council the recommendations from the Riccarton/Wigram Community Board regarding proposed changes to speed limits within the ward and to seek that the Council's approval to commence public consultation on the proposed changes. The proposed speed limit changes support a network wide review of speed limits.

2. EXECUTIVE SUMMARY

- 2.1 The Council undertakes a periodic review of the speed limits of roads within its jurisdiction, generally every two years. The review is undertaken periodically to ensure that speed limits reflect changing environments and land use patterns, particularly around new development areas. The last review was prior to the earthquakes. It is timely for a review with growing certainty around post earthquake land-use patterns, and many developing subdivisions being thoroughly progressed.
- 2.2 A road controlling authority must review a speed limit when there has been a significant change in adjacent land use or there has been a significant change in the road. There are a number of roads within the ward where this is the case. A road controlling authority may also review the speed of any road at any time.
- 2.3 The requirements for a road controlling authority to review and change speed limits are set in a clearly prescribed format within the Land Transport Rule: Setting of Speed Limits (2003) (the "Rule") and subsequent amendments. For roads under its jurisdiction, a road controlling authority:
- (a) must consider the safe and appropriate speed limit for a road with regard to the function, nature and use of the road, its environment, land use patterns and whether the road is in an urban traffic area or a rural area;
 - (b) must review speed limits in accordance with the Rule;
 - (c) must set speed limits in accordance with the Rule;
- 2.4 The calculated speed for the road is based on the development and roadway rating through an assessment process set out in the Rule. Development rating is based on the frequency of driveways and intersections, being high in an urban environment and low in a rural environment. The roadway rating is based on the physical characteristics of the road, such as its width and alignment, but also provisions for parking, cyclists and pedestrians.
- 2.5 On completion of a formal review, the Council needs to discuss the results of the speed limit assessments and promote the changes amongst local communities and other stakeholders. Decisions must then be taken on the most appropriate speed limit for the roads being reviewed and changes made to the Register of Speed Limits under the Christchurch City Council Speed Limit Bylaw 2010.
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Riccarton/Wigram Community Board 15. 4. 2014

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3. COMMENT

- 3.1 There has been a significant level of new development in the Riccarton/Wigram ward that is changing the characteristics of a number of roads. Much of the new development is around the Halswell area, and hence this was a focus area of the review. Enquires from the public as well as investigations from staff have identified a number of other roads where there is sufficient justification for the appropriateness of the speed limit to be reassessed. The speed limits of the following roads have been formally reviewed by an independent consultant traffic engineer:

Awatea Road
 Buchanans Road
 Cashmere Road
 Downies Road
 Early Valley Road
 Fountains Road
 Halswell Junction Road
 Hodgens Road
 Hoon Hay Valley Road
 Longstaffs Road
 Marshs Road
 McTeigue Road
 Murphys Road
 Pound Road
 Quaifes Road
 Sabys Road
 Shands Road
 Sparks Road
 Waterloo Road
 Whincops Road
 Wigram Road

- 3.2 The formal review of the speed limit of the roads stated above forms the basis of the summary sheets provided as **Attachment 1** which outline the key considerations and recommended speed limit of each road. It is proposed to change the speed limits as recommended. Typically, lower speed limits are proposed although it is not proposed to change the speed limits of some of the roads that were reviewed. In a number of instances this is because there has been insufficient new development to justify a revised speed limit at this time. In these cases it is proposed that the speed limit be reviewed again within 12 months. It is not proposed to increase any speed limits.
- 3.3 **Attachment 2** is a map showing all proposed speed limit changes within the ward. It is proposed to use this map for consultation purposes.
- 3.4 It is noted that the section of Cashmere Road between Hendersons Road and Kaiwara Street was not part of the review. The speed limit of this section of road was reviewed in 2008, 2010 and 2011. All assessments have concluded that 70 kilometres per hour is the correct speed limit. As there has been no significant land use change in this area subsequently, it is considered that any new assessment would only serve to reaffirm the appropriateness of the existing speed limit.
- 3.5 Proposed 40 kilometres per hour speed restrictions on Ilam Road and Kirkwood Avenue are addressed through a separate report specific to these two roads.
- 3.6 Selwyn District Council have been advised of proposed changes on, or crossing the Selwyn/Christchurch boundary. No issues have been raised.
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4. FINANCIAL IMPLICATIONS

- 4.1 The estimated implementation costs of revising speed signage for the roads where speed limit changes are proposed is \$8,500.

5. STAFF RECOMMENDATION

- 5.1 It is recommended that the Council resolve:

5.1.1 That the information be received.

5.1.2 That the present 80 kilometres per hour speed limit on Awatea Road and Wigram Road are reviewed again within twelve months.

5.1.3 That the speed limits on Pound Road and Waterloo Road within the vicinity of the Islington industrial subdivision, be reviewed with twelve months.

- 5.2 That the Council supports the commencement of public consultation on the proposed speed limit changes specified below:

Road	General Location	Speed Limit	
		Existing	Proposed
Cashmere Road	Kennedys Bush Road - Hoon Hay Valley Road	80	70
Downies Road	Entire Length	100	80
Fountains Road	Entire Length	100	80
Hodgens Road	Entire Length	100	80
Hoon Hay Valley Road	Cashmere Road to existing 50/80 change point	80	70
Halswell Junction Road	Whincops Road to Alvaston Drive	80	60
Longstaffs Road	Whincops Road to Trices Road (SDC boundary)	100	80
Marshs Road	Entire Length	100	80
Murphys Road	Entire Length	100	70
Quaifes Road	Entire Length	100	80
Sabys Road	Quaifes Road to Selwyn District boundary	100	80
Shands Road	Sir James Wattie Drive to Marshs Road	100	80
Whincops Road	Halswell Junction Road to Quaifes Road	100	50
Whincops Road	South of Quaifes Road	100	80

6. BOARD CONSIDERATION

The Board's consideration of the matter included an accompanying staff report and a deputation from Kylee Clark regarding Awatea Road.

Staff in attendance responded to questions from members.

In relation to a number of the roads identified for possible speed limit changes, the general response from Board members was to favour still further speed limit reductions to those being recommended on some roads. The Board also requested that Cashmere Road (Happy Home Road to Oderings Nursery), Wigram Road (Awatea Road to Hayton Road vicinity) and Halswell Junction Road (south of Quaifes Road) be added to the schedule for consultation.

The Board **decided** to accept the staff recommendation (a) that the information be received and (b) that the speed limits on Pound Road and Waterloo Road within the vicinity of the Islington industrial subdivision, be reviewed with twelve months.

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7. BOARD RECOMMENDATION

The Board **decided** to recommend that the Council supports the commencement of public consultation on the proposed speed limit changes specified below:

Road	General Location	Speed Limit	
		Existing	Proposed
Cashmere Road	Kennedys Bush Road to Hoon Hay Valley Road	80	70
Downies Road	Entire Length	100	80
Fountains Road	Entire Length	100	80
Hodgens Road	Entire Length	100	80
Hoon Hay Valley Road	Cashmere Road to existing 50/80 change point	80	70
Halswell Junction Road	Whincops Road to Alvaston Drive	80	50
Longstaffs Road	Whincops Road to Trices Road (SDC boundary)	100	80
Marshs Road	Entire Length	100	80
Murphys Road	Entire Length	100	70
Quaifes Road	Entire Length	100	80
Sabys Road	Quaifes Road to Selwyn District boundary	100	80
Shands Road	Sir James Wattie Drive to Marshs Road	100	80
Whincops Road	Halswell Junction Road to Quaifes Road	100	50
Whincops Road	South of Quaifes Road	100	50
Awatea Road	Entire Length	80	50
Wigram Road	Awatea Road to Hayton Road vicinity	80	60
McTeigue Road	Entire Length	80	50
Cashmere Road	Happy Home Road to Oderings Nursery	80	50

(**Note:** Shown in bold above are the changes requested by the Board from those recommended by staff).

The Board requested that it be recorded that the motion above was carried unanimously.

ATTACHMENT 1 TO CLAUSE 1

Awatea Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Wigram Road to Mustang Avenue	80	80
<p>The 80km/hr section of Awatea Road has been affected in recent years by the construction of an overpass over the new Christchurch Southern Motorway and the construction of the Wigram Skies subdivision. Another subdivision, Platinum Grove, is also proposed within the area. This will have approximately 42 lots, accessing Awatea Road from a single road. This has been taken into account when assessing the development rating.</p> <p>Wigram Skies has two roads which access Awatea Road, The Runway and Mustang Avenue. Both have no development in the first 200 metres as there is a reserve which borders Awatea Road. This also means that the development within Wigram Skies is well set back from Awatea Road, giving the road a more arterial feel.</p> <p>The calculated speed of the road under the Rule is 80km/hr. The development rating currently matches the speed limit and road use as an arterial road. The new developments have not affected the development rating a lot due to them being set back from the road.</p> <p>The existing speed change location at the northern end appears correct as the road environment clearly changes into urban area with double sided development, kerb and channel and footpaths.</p> <p>The existing speed change location at the southern end is not in an ideal location to be effective as it is on a bend, however it is also not backed up with a 50km/hr road environment. The 50km/hr is merely to reduce the mean speed of cars which use the overpass.</p> <p>It is recommended that the speed limit is reviewed again within 12 months</p>			
Amendments to speed limit register required:			
Speed n/a	Road and location description	Action	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Buchanans Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Gilberthorpes Road to Pound Road	70	70
<p>The speed limit of Buchanans Road increases to 70km/hr from 50km/hr to the west of Gilberthorpes Road. The speed increases to 80km/hr at the western end of the 700m long 70km/hr section of road.</p> <p>Within the 70 km/hr section, the northern side of the road has been fully developed with residential sections, albeit with no direct access to Buchanans Road. There are two access roads to Buchanans Road from the subdivision.</p> <p>On the southern side of the road are a number of rural residential properties and some small commercial/industrial properties.</p> <p>A kerb and channel has been constructed on the northern side only with a footpath. There are no urban facilities on the southern side. Route lighting has been provided for the length of the section.</p> <p>The calculated speed limit for the road under the Rule is 80km/hr through the presently 70km/hr section. However, given that one side of the road is fully urban developed, it is considered that retaining the 70 km/hr speed limit is appropriate in this case.</p>			
Amendments to speed limit register required:			
Speed n/a	Road and location description	Action	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Cashmere Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Hoon Hay Valley Road to Kennedys Bush Road	80	70
<p>This section of Cashmere Road is rural. Under the Rule the calculated speed limit for the road is 100 km/hr. However, Cashmere Road is considered a special case because of the winding alignment, which is such that the speed limit is not achievable over much of the road, and amount of recreational use of the road.</p> <p>Although no counts are available, it is known that the number of cyclists can exceed 200 on any given day. The traffic counts for this road suggest that the average traffic volume on Cashmere Road is about 1,000 vehicles per day. The 85%ile speed is approximately 80 km/hr. The mean speed is close to 70 km/hr.</p> <p>The Rule suggests that for a speed limit of 70 km/hr, the mean speed should be 70 km/hr and the 85%ile speed should be 80 km/hr. Since the drivers seem to conform to the speed distribution for a 70 km/hr speed limit, it would appear possible to apply this speed limit to Cashmere Road. 70 km/hr is still considered to be a rural speed limit.</p> <p>A lower speed limit would be supported by the high number of vulnerable users (cyclists and pedestrians) who use this road and the road alignment which limits forward visibility for drivers to see around horizontal curves. There are sections where there are no shoulders on the road for pedestrians to walk on or for cyclists to use as an escape if they are forced off the road.</p> <p>Of the 11 crashes on Cashmere Road between 2008 and 2012 inclusive, 3 were noted as having speed as a factor. However, most of the other crashes occurred as drivers lost control on unsealed shoulders which may also involve speed causing the driver to swing wide or cut the corners, etc onto the unsealed shoulder.</p>			
Amendments to speed limit register required:			
Speed	Road and location description	Action	
70	Cashmere Road commencing at a point 280 metres southwest of its intersection with Happy Home Road and extending in a southwesterly direction, generally, to a point measured 50 metres east from Kennedys Bush Road	Approve	
80	Cashmere Road south, then west generally, from a point measured 240 metres west from Happy Home Road to a point measured 50 metres east from Kennedys Bush Road	Revoke	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Downies Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Entire length	100	80
<p>Downies Road is a 950m long rural cul-de-sac located on the far west side of Halswell. It connects with Whincops Road at the north west end at an uncontrolled intersection on a 35km/hr recommended speed limit bend on Whincops Road.</p> <p>The road's appearance is unmistakably rural with a 5.5m wide carriageway with no centre line, wide grass berms on both sides and no urban features. Development along the road is single sided on the northern side and mainly paddocks on the south side apart from one dwelling. As the road is a no exit road the majority of the traffic will be residential or farming access.</p> <p>Under the Rule the calculated speed is 80km/hr. This is considered to be the safe and appropriate speed of the road. It is recommended that a speed limit of 80km/hr on Downies Road is adopted.</p>			
Amendments to speed limit register required:			
Speed	Road and location description	Action	
80	Downies Road from Whincops Road to end of road	Approve	
100	Downies Road from Whincops Road south easterly, generally, to the Selwyn District boundary	Revoke	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Early Valley Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Entire length	80	80
<p>The speed limit on Early Valley Road has been reviewed as it has become increasingly popular for recreational use, mainly cycling.</p> <p>The road is a 2km long windy cul-de-sac with limited visibility along most of its route due to the horizontal and vertical geometry. With only a 4.5m wide carriageway and little to no shoulder, most of the road cannot be parked on.</p> <p>Under the Rule the calculated speed for the road is 80km/hr. The road does appear to be self enforcing as the narrow seal and vertical and horizontal geometry are not generally suitable to be driven at 80km/hr. There are no speed limit signs on the road because the road is a cul-de-sac that has the same speed as Old Tai Tapu Road, which means that drivers are required to use their intuition to determine the appropriate speed.</p> <p>The speed count data appears to also back up the present and calculated limit as it shows that the 85% speed is 73.1km/hr and 95% speed is 81.0km/hr. A large amount of vehicles were counted in the 45km/hr and under range, this could be caused by vehicles slowing down and accessing properties in this area.</p> <p>The speed limit should be retained at 80 km/hr.</p>			
Amendments to speed limit register required:			
Speed n/a	Road and location description	Action	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Fountains Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Entire length	100	80
<p>Fountains Road is a narrow rural road with no urban features. The intersections at either end are uncontrolled. The road is not a major thoroughfare and generally used by local traffic only. The road serves a small number of rural residential properties, spread out and generally well set back from the road boundary.</p> <p>Under the Rule the calculated speed is 80km/hr. This is considered to be the safe and appropriate speed of the road. It is recommended that a speed limit of 80km/hr on Fountains Road is adopted.</p>			
Amendments to speed limit register required:			
Speed	Road and location description	Action	
80	Fountains Road, entire length	Approve	
100	Fountains Road on the city side of the centreline from Longstaffs Road northwest, generally, to Hodgens Road (boundary road with Selwyn District Council)	Revoke	
100	Fountains Road from Hodgens Road north easterly, generally, to Marshs Road	Revoke	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Halswell Junction Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Springs Road to Alvaston Drive	80	60
<p>This review relates to the 80km/hr section of Halswell Junction Road in Halswell from Springs Road to Alvaston Drive.</p> <p>In recent years the Christchurch Southern Motorway has been constructed, which connects to the north end of Halswell Junction Road. The road and roundabout intersections here have been engineered for a 70km/hr speed limit to take traffic into the Hornby area. South of the motorway there has been a large amount of residential development occurring, although none with direct access onto Halswell Junction Road. The new subdivisions back onto the road and access from the side roads such as Murphys Road and Whincops Road. This keeps the road environment as an arterial route and feel of a higher speed road.</p> <p>The new subdivisions have affected the amount of traffic using the road and so the intersections onto Halswell Junction Road have been and are proposed to be upgraded to deal with the change. There is a new roundabout at the intersection with Alvaston Road, and proposed changes to the intersections with Murphys Road and Whincops Road.</p> <p>Upgrades to the road associated with the subdivision, including footpaths, pedestrian refuge islands and improved lighting are effectively complete. In anticipation of a permanent reduction to the speed limit to reflect the changed environment, the speed limit of the road has been temporarily reduced to 60km/hr. It is recommended the speed limit of the road is reduced to 60km/hr.</p>			
Amendments to speed limit register required:			
Speed	Road and location description	Action	
60	Halswell Junction Road, from a point measured 140 metres northwest from Alvaston Drive, southeast, generally, to State Highway 75, Halswell Road	Revoke	
60	Halswell Junction Road, commencing at its intersection with Wigram Road, and extending in a southeasterly direction to its intersection with Halswell Road (State Highway 75)	Approve	
80	Halswell Junction Road, from a point measured 121 metres from Southern Motorway (State Highway 76), southeast, generally, to a point measured 140 metres northwest of Alvaston Drive	Revoke	
80	Halswell Junction Road, commencing at a point 121 metres southeast of Southern Motorway (State Highway 76) and extending in a southeasterly direction to its intersection with Wigram Road.	Approve	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Hodgens Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Entire length	100	80
<p>Hodgens Road is located on the Christchurch City / Selwyn District boundary. The 1.8km long road connects with Springs Road at the northern end with a give way intersection and to Fountains Road at the southern end with an uncontrolled intersection.</p> <p>The road is rural with no urban features. Development along the road is limited with well spread dwellings well set back from the road down long access drives.</p> <p>The calculated speed of the road under the Rule is 100km/hr. However, with the speed limit of Springs Road being 80km/hr and it being proposed to reduce the speed limit of Fountains Road to 80km/hr at the southern end, the present road will not meet the minimum length required for a 100km/hr road. Therefore, it is considered that a speed limit of 80 km/hr would be appropriate for Hodgens Road.</p> <p>It is recommended that the speed limit of Hodgens Road be reduced to 80km/hr.</p>			
Amendments to speed limit register required:			
Speed	Road and location description	Action	
80	Hodgens Road on the city side of the centreline, entire length (boundary road with Selwyn District Council)	Approve	
100	Hodgens Road on the city side of the centreline from Springs Road south easterly, generally, to Fountains Road (boundary road with Selwyn District Council)	Revoke	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Hoon Hay Valley Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Cashmere Road to 50km/hr section at end of road	80	70
<p>The existing speed limit on Hoon Hay Valley Road for the first 750 metres from Cashmere Road is 80 km/hr, the same as Cashmere Road. From here to the end of the road, the speed limit is 50 km/hr.</p> <p>Hoon Hay Valley Road is a quiet rural cul-de-sac with low traffic volumes. There are a number of lifestyle uses and some more intensive industrial uses such as a poultry farm at the end of the road. The road width also narrows with some visibility concerns and the speed limit reduces to 50 km/hr to reflect the more intensive development on a lower standard road.</p> <p>There is no development on the first 800 metres of Hoon Hay Valley Road south of Cashmere Road.</p> <p>It is generally appropriate for rural cul-de-sacs to take the speed limit of the connecting road. In this case it is proposed to reduce the speed limit of Cashmere Road to 70km/hr. If the 80km/hr speed limit on Hoon Hay Valley Road was retained, it would create an inconsistency in the lower standard dead-end road having a higher speed limit than its more connecting road. It would also be at the absolute minimum length required for an 80km/hr road under the rule.</p> <p>It is recommended that the 80km/hr speed limit section of Hoon Hay Valley Road be reduced to 70km/hr to match the proposed speed limit of Cashmere Road.</p>			
Amendments to speed limit register required:			
Speed	Road and location description	Action	
70	Hoon Hay Valley Road, commencing at its intersection with Cashmere Road and extending in a south easterly direction, generally, for a distance of 800 metres.	Approve	
80	Hoon Hay Valley Road from Cashmere Road south, generally, to a point measured 800 metres south from Cashmere Road	Revoke	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Longstaffs Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Trices Road to Whincops Road	100	80
<p>There is a short 300m section of Longstaffs Road between Hodgens Road and Whincops Road that runs along the Christchurch City / Selwyn District boundary. The remainder of the road is within the Selwyn District.</p> <p>The road is unmistakably rural with a 6.0m wide carriageway with centre lines only painted on bends, wide grass berms on both sides and no urban features. Three dwellings are located on the section of road along the district boundary.</p> <p>The calculated speed limit of the road is 100km/hr under the Rule. However, the speed limit rule allows for a different speed limit to be applied if the calculated speed limit does not appear to be sensible. In this case, Hodgens Road, Fountains Road and Whincops Road are all proposed to be reduced to 80 km/hr. The development and road condition along this section of Longstaffs Road is consistent with that along Fountains Road and Longstaffs Road also contains a low speed horizontal curve. It is considered that drivers would respect a reduced speed limit of 80 km/hr along this section of Longstaffs Road.</p> <p>Andrew Mazey, Asset Manager Transportation, of the Selwyn District Council has been contacted regarding reducing this speed limit. The Selwyn District supports lower speed limits in this location. The Selwyn District Council is preparing to undertake a similar review exercise for roads within the Selwyn District, which will allow for a coordinated approach to revising speed limits.</p> <p>It is recommended that the speed limit is reduced to 80km/hr.</p>			
Amendments to speed limit register required:			
Speed	Road and location description	Action	
80	Longstaffs Road on the city side of the centreline commencing at Hodgens Road and extending in a southerly direction, generally, to Whincops Road (boundary road with Selwyn District Council)	Approve	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Marshs Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Entire Length	100	80
<p>Marshs Road runs along the Christchurch City / Selwyn District Boundary, commencing at State Highway 1 in Templeton and extending in a south westerly direction to its intersection with Whincops Road on the outskirts of Halswell. The route is broken up at its major intersections with Shands Road and Springs Road, which both have controls against Marshs Road.</p> <p>Selwyn District, in consultation with Christchurch City, has recently gazetted a change to the speed limit of Marshs Road from 100km/hr to 80km/hr between Shands Road and Springs Road. The speed limit of Shands Road in this location was also reduced to 80km/hr through the same exercise. The reasons are associated with an increase in traffic following completion of the Christchurch Southern Motorway Stage 1 and because of the number of recorded crashes.</p> <p>Marshs Road has a speed limit of 100 km/hr from Shands Road to a point 400m southeast of State Highway 1 at Templeton. The speed limit of the 400m section southeast of State Highway 1 in Templeton is 70km/hr. The calculated speed of the 100km/hr section northwest of Shands Road is 100km/hr under the rule. However, the 1.6km long section of road does not meet the minimum required length for a 100km/hr speed limit now that Selwyn District has reduced the speed of Shands Road and Marshs Road southwest of Shands Road.</p> <p>The calculated speed of the section of Marshs Road to the southeast of Springs Road is 100km/hr under the Rule. However, with the adjacent section of Marshs Road recently reduced to 80km/hr and proposals to do the same for roads at the southern end of Marshs Road, the section south of Springs Road is insufficiently long to justify 100km/hr. In addition, two bends (both with 35km/hr advisory speeds) make it impractical to travel at the speed limit over this section.</p> <p>It is recommended that the speed limit of all current 100km/hr sections of Marshs Road are reduced to 80km/hr.</p>			
Amendments to speed limit register required:			
Speed	Road and location description	Action	
80	Marshs Road, commencing at Springs Road and extending in a south easterly direction, generally, to Quaifes Road/Whincops Road	Approve	
80	Marshs Road on the city side of the centreline commencing at a point measured 380 metres south of State Highway 1 and extending in a south easterly direction, generally, to springs Road (boundary road with Selwyn District Council)	Approve	
100	Marshs Road from Springs Rod south easterly generally to Quaifes Road/Whincops Road	Revoke	
100	Marshs Road on the city side of the centreline from a point measured 380 metres south of State Highway 1 south easterly, generally, to springs Road (boundary road with Selwyn District Council)	Revoke	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

McTeigue Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Entire Length	80	80
<p>McTeigue Rd has changed profoundly in the last few years, most notably through severance from Carrs Road at its northern end as a result of the Christchurch Southern Motorway, turning it into a cul-de-sac. New construction of industrial and commercial warehouses on the north side of the road in the last year has increased the development on the remaining section of road.</p> <p>McTeigue Road is accessed from Halswell Junction Road, which has a speed limit of 80km/hr in this location.</p> <p>The calculated speed limit of McTeigue Road under the Rule is 70 km/hr. Reducing the speed limit by 10km/hr to 70km/hr is not likely to change drivers' speed on this short industrial road. There is no speed limit sign on McTeigue Road presently allowing drivers to use their intuition as the appropriate driving speed, which is significantly lower than the speed limit. There is no sign as the cul-de-sac has the same speed limit at the connecting road. Altering the speed limit to 70km/hr would require a speed limit sign be installed on the relatively short cul-de-sac that is inconsistent with the speed drivers are able to drive at.</p> <p>Additional development on the road may justify a lower speed limit in the future.</p> <p>It is recommended that the 80km/hr speed limit on McTeigue Road is maintained at present.</p>			
Amendments to speed limit register required:			
Speed n/a	Road and location description	Action	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Murphys Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Entire Length	100	70
<p>Murphys Rd has changed profoundly in the last few years due to new residential development. The Longhurst subdivision to the north has created new dwellings with direct access onto Murphys Road as well as two new access roads.</p> <p>During development of the subdivision Murphys Road has been upgraded with a new kerb and channel, footpath and street lighting has been installed, this is limited to the north side and currently ends at Caulfield Avenue. With future dwellings planned further west it is assumed that these features will be extended west in the future.</p> <p>A new speed limit has already been introduced on Murphys Road of 70km/hr, currently signposted as '70km/hr Temporary'.</p> <p>The calculated speed limit of Murphys Road is 70 km/hr under the Rule. The development rating indicates that the current temporary speed limit is correct for the road.</p> <p>It is recommended that the current signposted temporary 70km/hr speed limit is made permanent.</p>			
Amendments to speed limit register required:			
Speed	Road and location description	Action	
70	Murphys Road, entire length	Approve	
100	Murphys Road from Halswell Junction Road south westerly, generally, to Quaifes Road	Revoke	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Pound Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Waterloo Road to Roberts Road	100	100
<p>The Islington subdivision is a major industrial development. Pound Road will have dense industrial subdivision on the southern side of the road only for about 1600 metres from Waterloo Road. The northern side of Pound Road will continue to be rural. The new Waterloo Road/Pound Road intersection will be controlled by traffic signals. Waterloo Road will be realigned to allow development on both sides of the road between Pound Road and near to Brixton Street. Barters Road, south of Waterloo Road, will be closed to traffic and a new link to SH1 opened across the railway line and through the residential properties between the railway and SH1.</p> <p>While the design of the roads is unknown at this stage, it has been assumed that Pound Road will be urbanised on the southern frontage only as is typical of these types of these single sided developments. Parking is expected to generally be catered for on site and there will be sufficient width for cyclists to ride clear of traffic and footpaths will be provided. However, Waterloo Road will be developed on both sides of the road. West of the traffic signals, there will be minimal urban features.</p> <p>Pound Road will have a single sided development with an expected rural outlook and environment on the northern side of the road. The single sided development will make it difficult for an urban speed limit to be applied successfully. However, it is envisaged that development will justify a speed limit of 70 km/hr. This 70 km/hr speed limit should be carried through the traffic signal controlled intersection to link with the existing 70 km/hr speed limit on SH1 and create a consistent set of speed limits for Pound Road through to SH1.</p> <p>It would be inappropriate to amend the speed limit at this stage as there is presently no development. It would be timely review this speed limit again within 12 months, or as part as the Barters Road deviation project.</p>			
Amendments to speed limit register required:			
Speed n/a	Road and location description	Action	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Quaifes Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Entire Length	100	80
<p>Quaifes Road runs north-south along the western rural boundary of Halswell from Whincops Road to Sabys Road. New subdivisions along the east of the road are currently under construction expanding the urban areas of Halswell further north-west. The speed limit of the road is presently 100km/hr, except the first 600m of the road from Sabys Road which has a 80km/hr speed limit owing to existing development on the northern side of the road.</p> <p>Within the 100km/hr zone accesses are few and any properties are well set back from the road. The subdivision plans show that there are not going to be any new accesses from the subdivisions directly onto Quaifes Road.</p> <p>The calculated speed along the entirety of Quaifes Road is 80km/hr under the Rule. Revising the speed limit to 80 km/hr will create a consistent route speed limit along Marshs Road/Quaifes Road if the Marshs Road speed limit is also reduced as recommended.</p> <p>It is recommended that the speed limit of Quaifes Road is reduced to 80km/hr.</p>			
Amendments to speed limit register required:			
Speed	Road and location description	Action	
80	Quaifes Road, entire length	Approve	
100	Quaifes Road from Whincops Road/Marshs Road south easterly, generally, to a point measured 600 metres north westerly generally, from Sabys Road	Revoke	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Sabys Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Southwest of Quaifes Road	100	80
<p>This review relates to the rural section of Sabys Road from Quaifes Road at Halswell to The Selwyn District Council boundary at Knights Stream, which presently has a 100km/hr speed limit.</p> <p>The current location of the speed change is at the western edge of an urban residential area of Halswell. At this point there is a clear change in development. The 50km/hr to the northeast is a distinctly urban area with footpaths on both sides, a wide road with parking, street lighting and dense housing lining the road on both sides. To the southwest within the 100km/hr zone there is no development within the first 300m and the road has wide grass berms on either side with open paddocks beyond. There are 6 rural property accesses in the section between Candys Road and the curve at Trices Road.</p> <p>The calculated speed of the 100km/hr section is 100km/hr under the Rule. However, if this speed limit was to be retained, it would become an outlier as all other roads in this vicinity have or are proposed to have lower speed limits. The section of road is only 1200 metres long between the speed limit of 50 km/hr and the very low speed horizontal curve and one lane bridge at the Trices Road curve which effectively forces drivers to slow significantly and sometimes stop. The short length does not provide any great advantage for traffic since they cannot maintain their speed at 100 km/hr for very long once they achieve it.</p> <p>Reducing the speed limit to 80km/hr would complete an outer cordon of roads within the peri-urban outer Halswell area with similar construction standards, development levels and speed limit.</p> <p>The first 150m of Candys Road from Sabys Road has a 100km/hr speed limit before reducing to 60km/hr. Reducing the speed limit of Sabys Road would require the speed limit of the 150m section of Candys Road to be reduced to match the revised speed limit.</p> <p>It is recommended that the speed limit of the 100km/hr section of Sabys Road is reduced to 80km/hr.</p>			
Amendments to speed limit register required:			
Speed	Road and location description	Action	
80	Sabys Road, commencing at a point measured 50 metres southwest of Quaifes Road and extending in a south westerly direction, generally, to Knights Stream	Approve	
100	Sabys Road from a point measured 50 metres south westerly, generally, from Quaifes Road to Knights Stream (boundary with Selwyn District Council)	Revoke	
80	Candys Road, commencing at Sabys Road and extending in a southeasterly direction, generally, for a distance of 150 metres	Approve	
100	Candys Road from Sabys Road to a point measured 150 metres south easterly, generally, along Candys Road from Sabys Road	Revoke	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Shands Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Sir James Wattie Drive to Marshs Road	100	80
<p>Selwyn District, in consultation with Christchurch City, has recently changed the speed limit of Shands Road from 100km/hr to 80km/hr to the Christchurch City boundary. There is a short section of 100km/hr section of Shands Road within Christchurch City from the Selwyn District Boundary to the 70/100 change point just south of Sir James Wattie Drive. Christchurch City Council has temporarily reduced the speed limit of Shands Road to 80km/hr for consistency with Selwyn District's revised speed limit, in particular to avoid a very short and isolated section of 100km/hr road. It is intended that this change is made permanent.</p> <p>The City Plan requires signalisation of the Shands Road/Sir James Wattie Drive intersection, which is associated with new development on Sir James Wattie Drive. It is considered that when the traffic signals are installed, it will be necessary to relocate the speed limit away from the traffic signals so that the approach to the signals will be fully within the 70 km/hr speed limit area and that drivers will be able to concentrate on the traffic signals without being distracted by the speed limit change signs at the same time.</p>			
Amendments to speed limit register required:			
Speed	Road and location description	Action	
80	Shands Road, commencing at its intersection with Marshs Road and extending in a northeasterly direction for a distance of 190 metres	Approve	
70	Shands Road commencing at a point 190 metres northeast of Marshs Road and extending in a northeasterly direction to a point 170 metres northeast of Halswell Junction Road	Approve	
70	Shands Road from a point measured 100 metres north easterly, generally, from Halswell Junction Road to a point measured 1400 metres west from Halswell Junction Road	Revoke	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Sparks Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	60/80 change point, Halswell	80	80
<p>The review relates to the position of the 60/80 change point on Sparks Road, currently 300 metres northeast of Halswell Road.</p> <p>There are some small shops and a library which serve the Halswell community in the first 100m of the 60km/hr zone northeast of Halswell Road. These have some on street and off street parking and a footpath for pedestrians on both sides. Within the next 100m the footpath and parking ends and there are only a few dwellings and a walkway through to Garforth Green, a subdivision to the north of the road. A separate cycle lane and pedestrian path are painted onto the north side of carriageway with no stopping lines to prevent parking in the lanes. From here the road starts to feel less urban and more like a rural road as development and accesses off the road becomes minimal with houses from the subdivision to the north backing onto the road with no access and only a handful of dwellings on the south side which are well set back from the road.</p> <p>Just before the speed limit changes up to 80km/hr there is a road on the north side which enters the subdivision, Macartney Avenue. This has both a left turn and right turn lane into it off Sparks Road.</p> <p>It is considered that the current speed limit change point location is appropriate, at the transition of the urban and rural environments. There is nothing to indicate that the 60km/hr speed limit of Sparks Road in Halswell or the 80km/hr speed limit in the rural section are inappropriate. No changes to the speed limit are proposed.</p>			
Amendments to speed limit register required:			
Speed n/a	Road and location description	Action	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Waterloo Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Halswell Junction Road to Kirk Road	80	80
<p>The Islington subdivision is a major industrial development. Waterloo Road will be realigned to allow development on both sides of the road between Pound Road and near to Brixton Street. The new Waterloo Road/Pound Road intersection will be controlled by traffic signals. Barters Road south of Waterloo Road will be closed to traffic and a new link to SH1 opened across the railway line and through the residential properties between the railway and SH1.</p> <p>While the design of the roads is unknown at this stage, it has been assumed that Waterloo Road will be developed on both sides of the road. West of the new Pound Road/Waterloo Road intersection there will be minimal urban features until Templeton.</p> <p>It is expected that a 50km/hr speed limit will be justified on Waterloo Road through the industrial subdivision once development has occurred.</p> <p>The length of Waterloo Road generally west of Pound Road is 800 metres in length. The Rule requires a 100 km/hr speed limit to be a minimum of 2000 metres in length. Since Waterloo Road will be well below the minimum length required and has a major set of traffic signals at the eastern end and Templeton township at the western end, it is considered that a speed limit of 80 km/hr would be appropriate. It is also consistent with the Barters Road speed limit and would reduce the number of speed limit changes in the area.</p> <p>It would be inappropriate to amend the speed limit at this stage as there is presently no development. It would be timely review this speed limit again within 12 months, or as part as the Barters Road deviation project.</p>			
Amendments to speed limit register required:			
Speed n/a	Road and location description	Action	

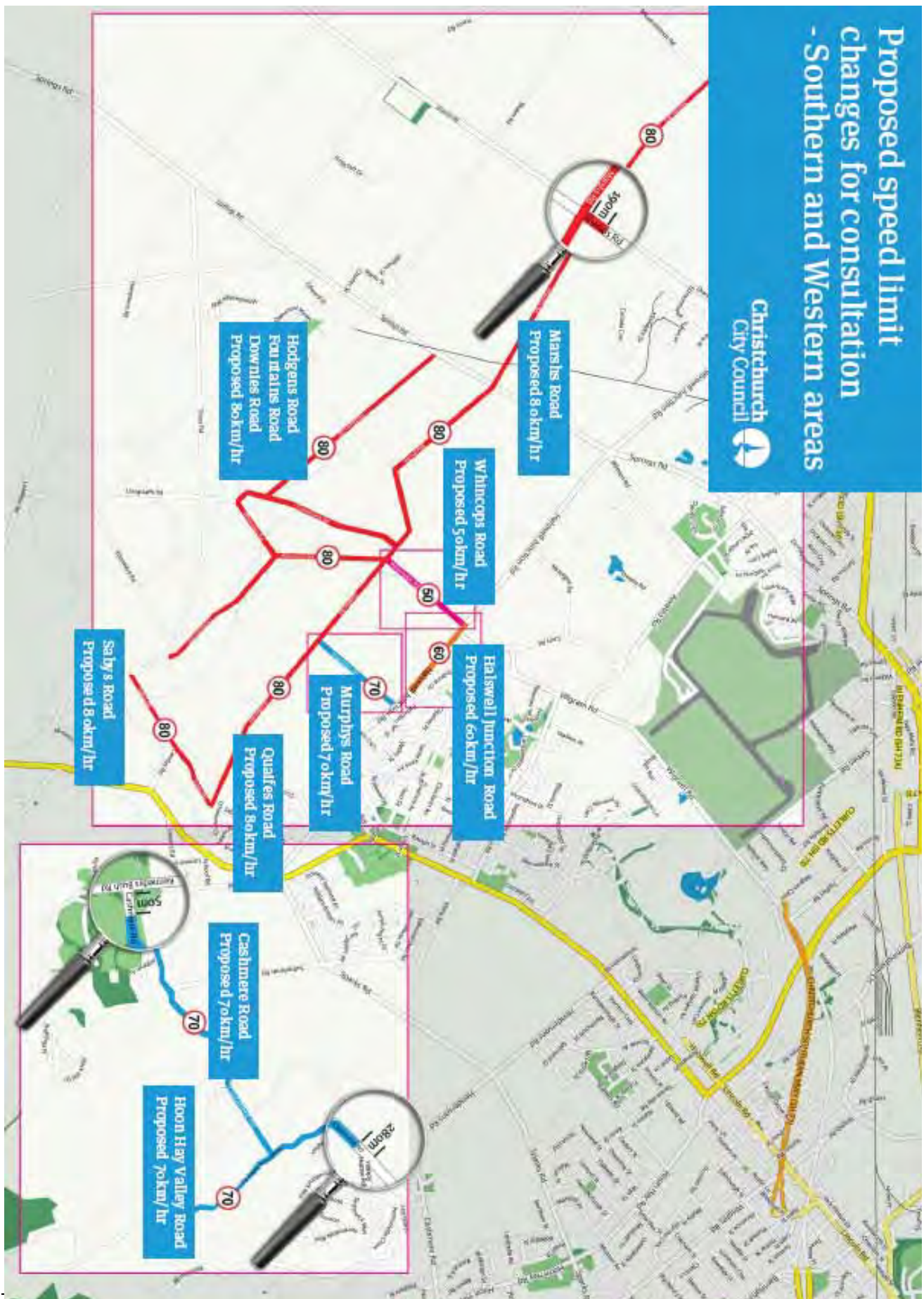
ATTACHMENT 1 TO CLAUSE 1 CONT'D

Whincops Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Entire length	100	50+80
<p>There has been a significant change in the nature, scale and land use adjacent to the northern end of Whincops Road. Halswell is currently under large scale residential development with plans to develop both sides of the northern end of Whincops Road.</p> <p>The northern end of the road ends at Halswell Junction Road, a minor arterial road. The northern side of the road is partially developed and the new subdivision plans show new roads intersecting and sections accessing directly from Whincops Road. The speed limit of Whincops Road has been reduced to 50km/hr from Halswell Junction Road to Whincops Road in anticipation of this speed limit being made permanent, given there is significant (and ongoing) development on this section now.</p> <p>South of Marshs Road, the road is a narrow rural road with wide grass berms on both sides and no urban features. The speed limit is 100km/hr. The intersections at Longstaffs Road and Downies Road along this section are uncontrolled. Development along the road is limited, spread out and generally well set back from the road boundary.</p> <p>The calculated speed for the rural section of the Whincops Road is 80km/hr under the Rule. The narrow carriageway supports a speed environment of about 80 km/hr and would be consistent with a speed limit of 80 km/hr.</p> <p>It is recommended that the speed limit on Whincops Road south of the Marshs Road/Quaifes Road intersection is reduced to 80 km/hr.</p> <p>It is recommended that the temporary 50 km/hr speed limit on Whincops Road north of Marshs Road is made permanent.</p>			
Amendments to speed limit register required:			
Speed	Road and location description	Action	
80	Whincops Road on the city side of the centreline commencing at Longstaffs Road and extending in a north easterly direction, generally to Knights Stream (boundary road with Selwyn District Council)	Approve	
80	Whincops Road commencing at Knights Stream and extending in a northerly direction, generally, to a point 50 metres north of Quaifes Road	Approve	
80	Whincops Road from Halswell Junction Road south-west, generally, to a point measured 100 metres north-east from Quaifes Road.	Revoke	
100	Whincops Road on the city side of the centreline from Longstaffs Road north easterly, generally to Knights Stream (boundary road with Selwyn District Council)	Revoke	
100	Whincops Road from Knights Stream, north easterly, generally to Quaifes Road	Revoke	

ATTACHMENT 1 TO CLAUSE 1 CONT'D

Wigram Road		SPEED LIMIT	
		EXISTING	PROPOSED
Location	Halswell Junction Road to Hayton Road	70+80	70+80
<p>There have been several significant changes to Wigram Road in recent years. Firstly, the road has been severed by the Christchurch Southern Motorway, with the two sections now connected via an overpass linking Awatea Road with Dunbars Road. Secondly, development of the Wigram Airfield has commenced, with development now occurring along the Wigram Road frontage.</p> <p>The speed limit of Wigram Road is 70km/hr from Halswell Junction Road to Dunbars Road. The speed limit of Wigram Road from Awatea Road to Hayton Road is 80km/hr.</p> <p>There has been little recent change to Halswell Junction Road south of the Southern Motorway. The road has a mixture of straight and windy sections with low speed corners, with there being residential development on one side of the road at Westlake. The calculated speed for this section of the road is 70km/hr. This indicates that the present speed limit is appropriate for this section of the road.</p> <p>Wigram Road has a give way controlled intersection with Awatea Road, which is a 50km/hr road at this point. The increase to 80km/hr when turning onto Wigram Road here is completely acceptable to drivers. The road has some bends with vertical and horizontal geometry which self-enforce a slower speed limit through this area. The road then becomes straight and a footpath starts behind a grass berm on the southeastern side. The Broken Run subdivision backs onto the road on the southeast and a reserve within Wigram Skies is currently under construction to the northwest. With no accesses off the road along this section the road is only a through road between urban and industrial areas.</p> <p>The side roads which intersect with this road, Aidanfield Drive and Broken Run both enter residential areas and are signposted as 50km/hr.</p> <p>The calculated speed rating on this section of Wigram Road is 100 km/hr under the Rule. However the length of road which justifies the 100km/hr limit is only 1.7km long, short of the recommended 2km minimum length for a 100km/hr speed zone. Therefore, it is considered that the 80km/hr speed limit is appropriate.</p> <p>A reduction in speed limit may be justified through the construction of new intersections in the Wigram subdivision. It is recommended that the speed limit of the 80km/hr section of the road is reviewed within 12 months given the development that is occurring presently.</p>			
Amendments to speed limit register required:			
Speed n/a	Road and location description	Action	

ATTACHMENT 2 TO CLAUSE 1



**REPORT BY THE CHAIRPERSON OF THE
HAGLEY/FERRYMEAD COMMUNITY BOARD**

16 APRIL 2014

PART A – MATTERS REQUIRING A COUNCIL DECISION

1. 2014 CITY WIDE SPEED LIMIT REVIEW – PROPOSED SPEED LIMIT CHANGE TO LINWOOD AVENUE AT DYERS ROAD

		Contact	Contact Details
General Manager responsible:	General Manager, City Environment Group	N	
Officer responsible:	Unit Manager, Transport and Greenspace	N	
Author:	Ryan Rolston, Traffic Engineer	Y	Ryan Rolston, DDI 941 8516

1. PURPOSE AND ORIGIN OF REPORT

1.1 The purpose of this report is to present the Hagley/Ferrymead Community Board recommendation to the Council that it approve the commencement of public consultation on a proposed change to the speed limit of Linwood Avenue in the vicinity of its intersection with Dyers Road.

1.2 This is a staff initiated report in support of a network wide review of speed limits.

2. BACKGROUND

2.1 A city wide review of speed limits has recently been completed. Generally, the Council undertakes a review of speed limits every two years, although the last review was prior to the earthquakes. The latest review is timely as there is growing certainly over post earthquake land-use and a number of new sub-divisions are becoming established.

2.2 **Attachment 1** shows the proposed changes to speed limits in the northern and eastern areas of the city for information.

2.3 The speed limit review also provides an opportunity to correct minor issues with the location and placement of existing speed limit signs. It has been identified that there is a minor issue with the location of the speed limit change point on Linwood Avenue at its intersection with Dyers Road that it is proposed to address.

3. COMMENT

3.1 Linwood Avenue has a speed limit of 60 kilometres/hour northwest of Dyers Road. Dyers Road and Linwood Avenue southeast of Dyers Road have a speed limit of 70 kilometres/hour.

3.2 The location of the 60/70 change point on Linwood Avenue is 90 metres southeast of Dyers Road. This means that there are two speed limits for the intersection: 60 kilometres/hour for vehicles on Linwood Avenue and 70 kilometres/hour for vehicles on Dyers Road. This situation is undesirable because there are additional signs required to ensure that turning traffic are presented with the correct speed limit sign. There is a lack of clarity of the exact speed limit change point, and there is some potential for confusion given that most turning motorists will see two conflicting speed limit signs over a very short distance.

1 Cont'd

- 3.3 The issues outlined above would be resolved by a minor amendment to the speed limit of Linwood Avenue; such that the 60/70 speed limit change point is relocated to the northwestern side of the Linwood Avenue/Dyers Road intersection. This would mean there is a consistent speed of 70 kilometres/hour through the intersection irrespective of the approach.

4. FINANCIAL IMPLICATIONS

- 4.1 The estimated implementation cost of revising speed signage at the Dyers Road/Linwood Avenue intersection is approximately \$250.

5. STAFF RECOMMENDATION

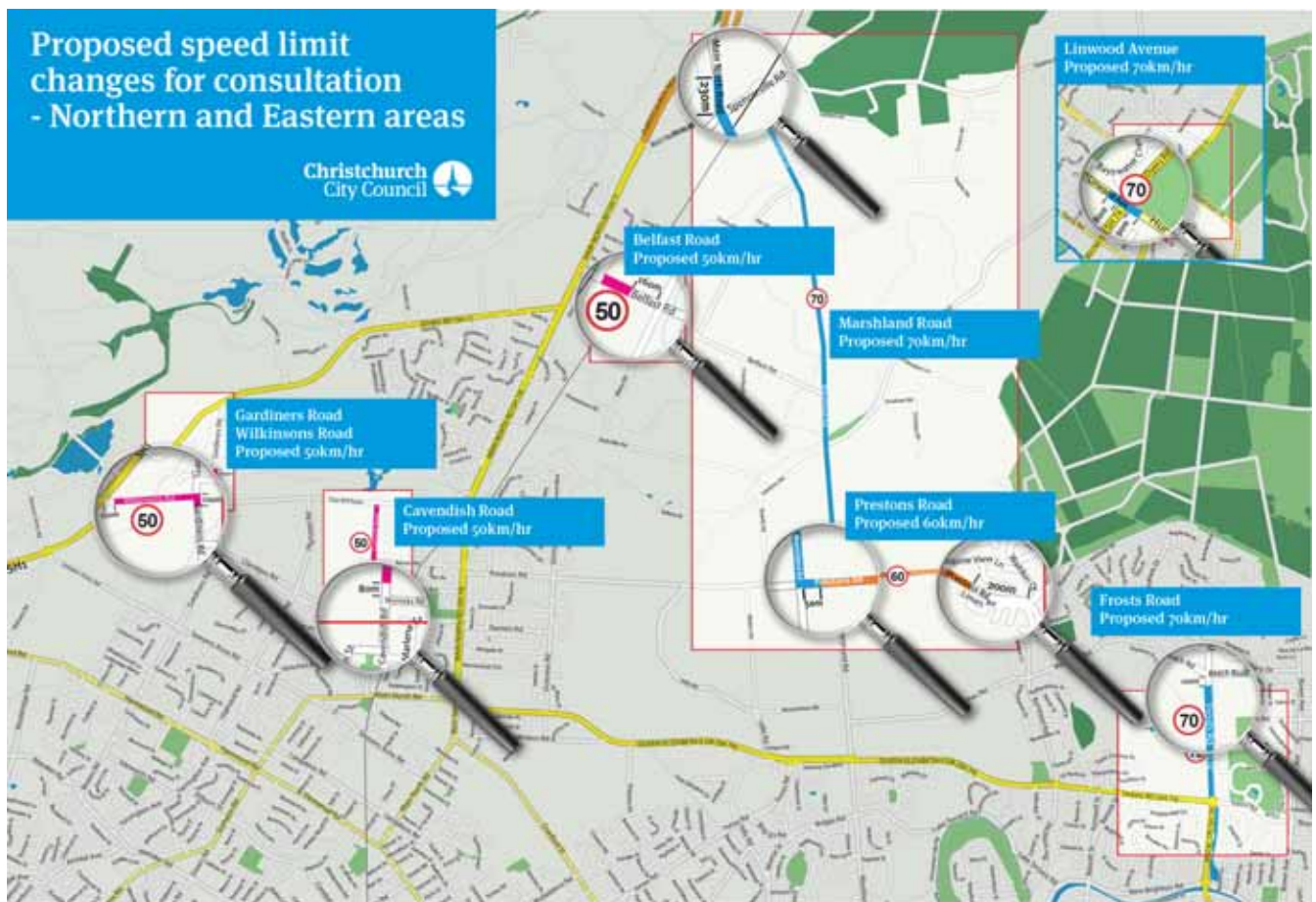
- 5.1 It is recommended that the Council approves the commencement of public consultation on the proposed speed limit change below:

- 5.1.1 Linwood Avenue, proposed 60 kilometre/hour speed limit commencing at the existing 60/70 change point located 90 metres southeast of Dyers Road and extending in a northwesterly direction to a point 80 metres northwest of Dyers Road.

6. BOARD RECOMMENDATION

That the staff recommendation be adopted.

ATTACHMENT 1 TO CLAUSE 1



**REPORT BY THE CHAIRPERSON OF THE
HAGLEY/FERRYMEAD COMMUNITY BOARD**

7 MAY 2014

PART A – MATTERS REQUIRING A COUNCIL DECISION

1. FERRY ROAD MASTER PLAN

		Contact	Contact Details
General Manager responsible:	Chief Planning Officer, Strategy & Planning Group	N	
Officer responsible:	Urban Design and Regeneration Unit Manager	Y	Carolyn Ingles, 941 8239
Author:	Alison McLaughlin, Assistant Policy Planner	N	

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 On 19 December 2013, Council resolved to adopt the Ferry Road Master Plan in principle noting that there would be a further workshop between Council staff and Foodstuffs SI Ltd (Foodstuffs) to address concerns relating to their letter of 11 December 2013.
- 1.2 The purpose of this report is to update the Hagley/Ferrymead Community Board and the Council following that workshop and to recommend revisions to the Ferry Road Master Plan.
- 1.3 Officers are seeking an endorsement of these revisions from the Community Board and its recommendation that the Council adopt the Ferry Road Master Plan in full.

2. EXECUTIVE SUMMARY

- 2.1 The Ferry Road Master Plan was developed to support the recovery of the commercial centres along Ferry Road including Phillipstown/Charleston, Woolston and Ferrymead. The Master Plan includes:
 - A vision for the future of the corridor, developed through extensive consultation with the community and key stakeholders;
 - Urban design principles to assist land and business owners in identifying opportunities to better integrate their redevelopment proposals; and
 - Actions to be undertaken by the Council or other organisations to support recovery.
- 2.2 Following public consultation, the Master Plan was presented to the Hagley/Ferrymead Community Board and Council in December 2013 and proposed for adoption. Ahead of these meetings, however, staff received and tabled a letter from Foodstuffs SI Ltd. raising a number of issues including how the urban design principles had been illustrated in the Master Plan. Foodstuffs interest in the Master Plan is related to a site in Woolston they are proposing to redevelop as an expanded New World supermarket.

1 Cont'd

- 2.3 Council decided to adopt the Master Plan in principle and to note that there would be a further workshop with Foodstuffs to consider the issues raised in their letter regarding the plan showing indicative buildings along the frontage of their property and the related urban design principles.
- 2.4 The workshop with Foodstuffs was held in February 2014 and, as a result, two amendments are recommended for the Master Plan:
- Amend Figure 56 "Woolston action diagram" to replace the indicative future buildings on the Foodstuffs site with a wide band of colour indicating those sections of Ferry Road through Woolston where an "Active Street Edge" has the potential to contribute to the village character of the centre.
 - Amend a design principle to define and clarify what is meant by an "Active Street Edge"

3. BACKGROUND**Development of the Ferry Road Master Plan**

- 3.1 In June 2011, the Council approved the development of a master plan for Ferry Road/Main Road in response to the Canterbury earthquakes. This Master Plan was subsequently split into two phases. This report is concerned with Phase One "Ferry Road Master Plan" covering the area from Fitzgerald Avenue to the Ferrymead Bridge.
- 3.2 The purpose of the Master Plans is to present a community vision and series of actions to support the recovery and rebuild of the commercial centres. The Master Plans are non-statutory documents but are a material consideration in resource consent applications and can inform changes proposed to the District Plan through the current review.
- 3.3 Ferry Road Master Plan was developed through extensive community consultation including:
- A series of workshops for stakeholders and the community (September-November 2011)
 - Formal consultation and submissions (February 2013)
 - A further urban design workshop (August 2013)
- 3.4 Based on feedback from submissions and the urban design workshop, amendments were made to the draft Master Plan, which was then presented to the Council for adoption in December 2013. At that meeting, the Council decided to adopt the Master Plan in principle and to note that there would be a further workshop with Foodstuffs to consider issues raised in their letter received on 11 December 2013.
- 3.5 The workshop with Foodstuffs was held in February 2014 and as a result two changes to the Master Plan are recommended.

1 Cont'd

Key Issue 1: Illustration of Urban Design Principles in Figure 56

- 3.6 One concern raised by Foodstuffs was the inclusion in Figure 56 from the Master Plan of several indicative future buildings shown as light brown shapes along the Ferry Road frontage (see Figure 1 below). Foodstuffs does not support the location, number or size of the indicative future buildings.



Figure 1 Detail from Ferry Road Master Plan Figure 56 showing four indicative future buildings on the supermarket site along the Ferry Road frontage.

- 3.7 Foodstuffs objects to the indicative future buildings on the basis that they do not recognise operational requirements highlighted by Foodstuffs in consultation including their desire for:
1. Convenient vehicle access onto Ferry Road
 2. Visible carparking from Ferry Road
 3. Visibility for the main supermarket building from Ferry Road
- 3.8 However, it was acknowledged by Foodstuffs representatives that they consider their own proposed layout suboptimal, particularly in terms of heavy vehicle access and servicing, but that it was the best layout they were able to achieve given their difficulties in acquiring key sites.

Response

- 3.9 Staff have carefully considered the issues raised by Foodstuffs. In summary, the Master Plan provides a guideline for development, without requiring a specific design outcome. As the Master Plan does not carry statutory weight, the illustration of future indicative buildings does not constitute a requirement for Foodstuffs to develop the site as shown in the figure. The current text and images:
- 3.9.1 Emphasise that the design principles are a resource and “are not intended to pre-empt decisions at the detailed design stage” (p.53);
 - 3.9.2 Show buildings as “Future Buildings (Indicative Only)”;
 - 3.9.3 State in the caption for Figure 56: “This image is not intended to constrain design options for private developments”; and

1 Cont'd

- 3.9.4 Acknowledge a number of operational constraints identified by the supermarket in earlier meetings including difficulties in acquiring properties that would allow an improved layout for the site and the desire to maintain operations in the current supermarket while developing the new one.
- 3.10 The purpose and scope of the Master Plan is to set a vision for Woolston centre and be flexible enough to consider a number of possible scenarios for the Foodstuffs site. This would include potential future acquisition of neighbouring sites that would allow a better layout or development of the site by a different anchor tenant with different operational requirements or aspirations.
- 3.11 It is acknowledged, however, that the level of detail shown in Figure 56 could potentially be misinterpreted as more prescriptive than intended.

Recommendations

- 3.12 To address the concerns raised by Foodstuffs, officers recommend:
- 3.12.1 Removing the indicative future buildings shown on the site owned by Foodstuffs.
- 3.12.2 Adding a wide band of colour along the Ferry Road frontage identifying those areas where an "Active Street Edge" would contribute to the village character of the centre (see Figure 2).
- 3.13 Figure 2 below shows the recommended replacement image 56 in the current Master Plan.



Figure 2 Proposed revision to Figure 56 Woolston action diagram

1 Cont'd

Key Issue 2: Urban Design Principles for Relationship to the Street

3.15 In their deputation to the Community Board on the Master Plan, Foodstuffs identified two of the urban design principles for Woolston as problematic from their perspective. They are (page 52):

- a. Build close to the street edge, except where setbacks could provide space for comfortable outdoor dining or socialising.
- b. Locate parking to the side or rear of buildings to strengthen the village character and relationship with Ferry Road.

Response

3.16 These principles are intended to apply in general terms to the whole of the Woolston centre and not to override development responses to site-specific challenges. The urban design principles represent guidance to encourage land and business owners to better integrate their redevelopment proposals. They are not statutory requirements for developers and this is made clear in several places in the Master Plan (see 3.10 above).

3.17 In contrast to Foodstuffs' concerns, a number of other submitters requested significantly more onerous urban design requirements to be included in the Master Plan, such as:

- mandatory design guidance given immediate effect through an Order in Council;
- enforced colour palettes and themed signage; and
- urban design assessments for every proposal.

3.18 A number of submitters and urban design workshop attendees, including business owners in Woolston, expressed a desire to see the village character retained and promoted, to see greater uniformity and integration in design and to create an improved environment for walkers and cyclists.

Recommendations

3.19 In light of the community's desire to retain the walkable village character of Woolston, it is recommended that the general urban design principle (b) to locate parking to the side or rear of sites be retained.

3.20 Clarification of the definition of "Active Street Edge" in the revised version of Figure 56 is recommended to reduce the potential for misinterpretation. Officers recommend changing urban design principle (a) above from:

"Build close to the street edge, except where setbacks could provide space for comfortable outdoor dining or socialising."

to:

"Along the Ferry Road frontage, as shown in Figure 56, create active street edges. These edges should encourage activity and good visual connections between buildings and the street by, for example:

- Siting buildings near the footpath;
- Including elements that provide interest for pedestrians such as:
 - generous use of ground floor glazing;
 - regular entrances to buildings or buildings that open out to the footpath;
 - architectural elements that provide interest
 - elements that encourage socialising such as seating or outdoor dining.
- Where appropriate, including elements that provide shade and shelter for pedestrians such as verandahs or landscaping.

1 Cont'd**4. FINANCIAL IMPLICATIONS**

- 4.1 The budget for printing and distributing the Ferry Road Master Plan sits within the current financial year. If there is additional work that delays full adoption of the Master Plan, this funding will need to either be carried forward or found from within the 2014/2015 budgets.

5. STAFF RECOMMENDATION

That the Council:

- 5.1 Approve the proposed changes to Figure 56 and the revised text for the urban design principle relating to building to the street edge.
- 5.2 Adopt the Ferry Road Master Plan in full.

6. BOARD RECOMMENDATION

That the staff recommendation be adopted.

(**Note:** Joe Davies requested his vote against the recommendation be recorded.)

**REPORT BY THE CHAIRPERSON OF THE
BURWOOD/PEGASUS COMMUNITY BOARD**

22 APRIL 2014

PART A - MATTERS REQUIRING A COUNCIL DECISION

**1. 2014 CITY WIDE SPEED LIMIT REVIEW – PROPOSED SPEED LIMIT CHANGES
BURWOOD/PEGASUS WARD**

		Contact	Contact Details
General Manager responsible:	General Manager, City Environment Group	N	
Officer responsible:	Unit Manager, Transport and Greenspace	N	
Author:	Ryan Rolston, Traffic Engineer	Y	Ryan Rolston, DDI 941 8516

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 The purpose of this report is for the Council to consider a recommendation from the Burwood/Pegasus Community Board regarding proposed changes to speed limits within the ward and that the Council approves the commencement of public consultation on the proposed changes to roads within the ward.
- 1.2 This is a staff initiated report in support of a network wide review of speed limits.

2. BACKGROUND

- 2.1 A city wide review of speed limits has recently been completed. Generally, the Council undertakes a review of speed limits every two years, although the last review was prior to the earthquakes. The latest review is timely as there is growing certainty over post earthquake land-use and a number of new sub-divisions are becoming established.
- 2.2 Enquiries from the public as well as investigations from staff have identified a number of roads where there is sufficient justification for the appropriateness of the speed limit to be reassessed. In the Burwood/Pegasus Ward the review included Frosts Road, Prestons Road (east of Marshland Road) and Marshland Road.
- 2.3 Proposed speed limit changes in the northern and eastern areas of the city are shown on **Attachment 1**.
- 2.4 It is noted that this report does not cover Marshland Road for which it is proposed to reduce the speed limit to 70 kilometres per hour north of Prestons Road. This change is addressed through a separate report as the road is on the boundary with the Shirley/Papanui Ward.
- 2.5 The Council undertakes a periodic review of the speed limits of roads within its jurisdiction. This is done to ensure that speed limits reflect changing environments and land use patterns, particularly around new development areas. The last review was prior to the earthquakes. It is timely for a review with growing certainty around post earthquake land-use patterns, and many developing subdivisions being thoroughly progressed.
- 2.6 A road controlling authority must review a speed limit when there has been a significant change in adjacent land use or there has been a significant change in the road. A road controlling authority may also review the speed of any road at any time.
- 2.7 The requirements for a road controlling authority to review and change speed limits are set in a clearly prescribed format with the Land Transport Rule: Setting of Speed Limits

Burwood/Pegasus Community Board 22. 4. 2014

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1 Cont'd

(2003) (the "Rule") and subsequent amendments. For roads under its jurisdiction, a road controlling authority:

- 2.7.1 Must consider the safe and appropriate speed limit for a road with regard to the function, nature and use of the road, its environment, land use patterns and whether the road is in an urban traffic area or a rural area;
 - 2.7.2 Must review speed limits in accordance with the Rule;
 - 2.7.3 Must set speed limits in accordance with the Rule.
- 2.8 The calculated speed for the road is based on the development and roadway rating through an assessment process set out in the Rule. Development rating is based on the frequency of driveways and intersections, being high in an urban environment and low in a rural environment. The roadway rating is based on the physical characteristics of the road, such as its width and alignment, but also provisions for parking, cyclists and pedestrians.
- 2.9 On completion of a formal review, the Council needs to discuss the results of the speed limit assessments and promote the changes amongst local communities and other stakeholders. Decisions must then be taken on the most appropriate speed limit for the roads being reviewed and changes made to the Register of Speed Limits under the Christchurch City Council Speed Limit Bylaw (2010).

3. COMMENTS**PRESTONS ROAD EAST OF MARSHLAND ROAD**

- 3.1 The existing speed limit of Prestons Road is 80km/hr to the east of Marshland Road. A considerable amount of new development is being constructed along Prestons Road, generally associated with the Prestons Subdivision. Traffic signals are presently being installed at the Prestons Road/Marshland Road intersection. It is also proposed that the two major intersections that will serve the Prestons Subdivision are signalised.
- 3.2 Signalised intersections, development of footpaths, cycle lanes and improved street lighting will transition the road from rural to urban.
- 3.3 Because of a lack of current and proposed property access to the road, the calculated speed under the Rule does not support a reduced speed limit. However, the present 80km/hr speed limit is a rural speed limit and the road will be undeniably urban once development is complete.
- 3.4 Where a road is fully developed but does not meet the development rating to justify a reduced speed limit, Section 2.5 of 'Speed Limits New Zealand', Schedule 1 of the Rule, gives a description of the expected characteristics of a road with a speed limit of 60 kilometres per hour. This section states:

"A 60 kilometres per hour speed limit is an arterial route limit that may apply to roads in urban areas meeting specific design requirements. This speed limit may be appropriate where the roadside is fully developed, if the road geometry and other design features can safely provide for the activity generated by the development, when the traffic is operating at the higher speed."

A 60 kilometres per hour limit is only suitable on roads that primarily serve the needs of through traffic, (i.e. a high proportion of the traffic should travel along the road for a significant proportion of its length). The road should have consistent geometric features over the whole length of the restriction to reinforce its route function."

Burwood/Pegasus Community Board 22. 4. 2014

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1 Cont'd

- 3.5 It is considered the above description best matches the post-development characteristics of Prestons Road. Hence, as a minor arterial road, it will be appropriate for Prestons Road to have a speed limit of 60 kilometres per hour.
- 3.6 This review does not cover the section of Prestons Road to the west of Marshland Road, which presently has an 80 kilometres per hour speed limit. It will be necessary to re-evaluate the speed limit of this section of road in association with the Highfield Park development.

FROSTS ROAD

- 3.7 The present speed limit on Frosts Road is 50 kilometres per hour. The road provides a transition between the largely rural ring-road, consisting of Travis Road and Anzac Drive, and the urban environment that commences at its intersection with Beach Road.
- 3.8 The road itself is distinctly rural, being tree lined, having formed road shoulders but no kerbs and an outlook over the Travis wetlands and ex Ascot golf course. There is effectively nil side road development on Frosts Road. As a result, the road does not conform to the expectations of a 50 urban road and there is a poor level of conformance with the present speed limit.
- 3.9 It is proposed to revise the speed limit of Frosts Road, such that the majority of Frosts Road has a 70 kilometres per hour speed limit. The proposed location of the change point is 100 metres south of the Beach Road intersection, allowing comfortable decelerate to 50 kilometres per hour /hr prior to the commencement of urban environment.

4. FINANCIAL IMPLICATIONS

- 4.1 The estimated implementation cost of revising speed signage for Prestons Road and Frosts Road is \$1,000.

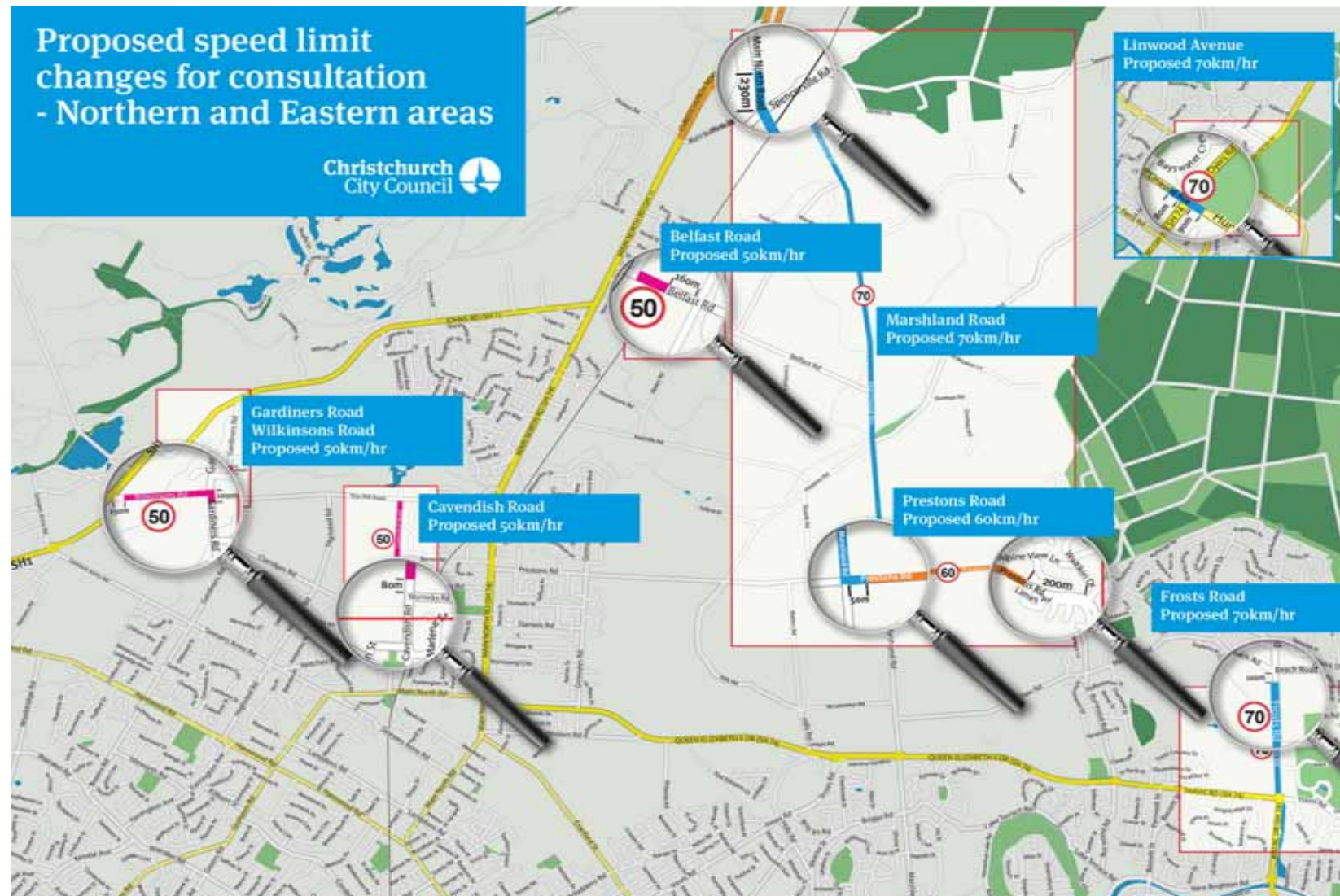
5. STAFF RECOMMENDATION

It is recommended that the Council:

- 5.1 Approve the commencement of public consultation on the proposed speed limit changes specified below:
 - 5.1.1 Prestons Road, proposed 60 kilometres per hour from Marshland Road to the existing 50 kilometres per hour change point 200 metres west of Waitikiri Drive.
 - 5.1.2 Frosts Road, proposed 70 kilometres per hour from QEII Drive to 100 metres south of Beach.

6. BOARD RECOMMENDATION

That the staff recommendation be adopted.



**REPORT BY THE CHAIRPERSON OF THE
SHIRLEY/PAPANUI COMMUNITY BOARD**

16 APRIL 2014

PART A - MATTERS REQUIRING A COUNCIL DECISION

1. 2014 CITY WIDE SPEED LIMIT REVIEW – PROPOSED SPEED LIMIT CHANGES SHIRLEY PAPANUI WARD

		Contact	Contact Details
General Manager responsible:	General Manager, City Environment Group	N	
Officer responsible:	Unit Manager, Transport and Greenspace	N	
Author:	Ryan Rolston, Traffic Engineer	Y	Ryan Rolston, DDI 941 8516

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is for the Council to consider a recommendation from the Shirley/Papanui Community Board regarding proposed changes to speed limits within the ward and that the Council approves the commencement of public consultation on the proposed changes to roads within the ward.
- 1.2 This is a staff initiated report in support of a network wide review of speed limits.

2. BACKGROUND

- 2.1 A city wide review of speed limits has recently been completed. Generally, the Council undertakes a review of speed limits every two years, although the last review was prior to the earthquakes. The latest review is timely as there is growing certainly over post earthquake land-use and a number of new sub-divisions are becoming established.
- 2.2 Enquiries from the public as well as investigations from staff have identified a number of roads where there is sufficient justification for the appropriateness of the speed limit to be reassessed. The speed limits of these roads have been formally reviewed and it is proposed to change speed limits on the following roads:
 - Belfast Road (location of change point only)
 - Cavendish Road (proposed extension of 50 kilometres per hour)
 - Gardiners Road (location of change point only)
 - Marshland Road (proposed 70 kilometres per hour)
 - Wilkinson Road (location of change point only)
- 2.3 Proposed speed limit changes in the northern and eastern areas of the city are shown on the attached map (refer **Attachment 1**).
- 2.4 Council undertakes a periodic review of the speed limits of roads within its jurisdiction. The review is undertaken periodically to ensure that speed limits reflect changing environments and land use patterns, particularly around new development areas.
- 2.5 A road controlling authority must review a speed limit when there has been a significant change in adjacent land use or there has been a significant change in the road. A road controlling authority may also review the speed of any road at any time.

Shirley/Papanui Community Board 16. 4. 2014

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1 Cont'd

- 2.6 The requirements for a road controlling authority to review and change speed limits are set in a clearly prescribed format with the Land Transport Rule: Setting of Speed Limits (2003) (the "Rule") and subsequent amendments. For roads under its jurisdiction, a road controlling authority:
- (a) must consider the safe and appropriate speed limit for a road with regard to the function, nature and use of the road, its environment, land use patterns and whether the road is in an urban traffic area or a rural area;
 - (b) must review speed limits in accordance with the Rule;
 - (c) must set speed limits in accordance with the Rule.
- 2.7 The calculated speed for the road is based on the development and roadway rating through an assessment process set out in the Rule. Development rating is based on the frequency of driveways and intersections, being high in an urban environment and low in a rural environment. The roadway rating is based on the physical characteristics of the road, such as its width and alignment, but also provisions for parking, cyclists and pedestrians.
- 2.8 On completion of a formal review, the Council needs to discuss the results of the speed limit assessments and promote the changes amongst local communities and other stakeholders. Decisions must then be taken on the most appropriate speed limit for the roads being reviewed and changes made to the Register of Speed Limits under the Christchurch City Council Speed Limit Bylaw (2010).

3. COMMENT**Belfast Road (relocation of 50/80 speed limit change point)**

- 3.1 The current location of the 50 / 80 change point on Belfast Road is 120 metres east of the railway line, along the frontage to the ex-freezing works site. There are two issues with the present location. Firstly, the proximity of the change point to the railway line creates a conflict with the Level Crossing Ahead signs. Both the speed limit and Level Crossing Ahead signs are regulatory (ie mandatory). Secondly, the alignment of the road and street trees means that the sign on the southern side of the road is not particularly visible for traffic travelling into Belfast.
- 3.2 It is proposed to move the signs some 70 metres to the east. This will place the signs very near the rural / urban road interface. Signs in this location will be significantly more visible for drivers travelling into Belfast. Also, this location is more suitable for the establishment of a threshold type treatment, which would most likely consist of large gates signs.
- 3.3 Although the freezing works site is presently vacant, it retains its Business four zoning and there is nothing to stop business activities occurring on that site presently, for example using the site for industrial storage. Therefore, it is considered that this site should be treated as 'urban' for the purpose of this assessment.
- 3.4 It would not be desirable to move the speed limit to the Belfast side of the railway crossing as avoiding conflict with railway level crossing signage would mean the change point is significantly within the urban area.

Cavendish Road (proposed extension of 50 kilometres per hour speed limit)

- 3.5 The southern two thirds of Cavendish Road is urban and has a 50 kilometres per hour speed limit. The northern third of the road is rural on the western side and has a speed limit of 70 kilometres per hour.
- 3.6 A group of offices has been developed on Cavendish Road near Sturrocks Road. The offices generate large amounts of on street parking in the vicinity, which has significantly changed the character of the northern section of Cavendish Road.

Shirley/Papanui Community Board 16. 4. 2014

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1 Cont'd

- 3.7 Under the Rule, the calculated speed limit for much of Cavendish Road north of Sturrocks Road is 70 kilometres per hour. However, such a speed limit is considered unreasonable due to the high on-street parking demand creating a very narrow carriageway. Drivers are unable to achieve the speed limit during the day due to the high parking demand. Therefore extending the 50 kilometres per hour speed limit to Styx Mill Road is considered more appropriate than retaining the existing rural 70 kilometres per hour speed limit.
- 3.8 Reducing the speed limit as proposed is consistent with intended further development on the western side of Cavendish Road.

Gardiners Road (relocation of 50/80 speed limit change point)

- 3.9 An electronic speed sign that shows drivers' speed is installed on Gardiners Road at the 50 kilometre per hour change point at Wilkinsons Road. Through a lack of suitable options to locate the electronic sign, it was located exactly on the 50/80 change point location.
- 3.10 The purpose of the electronic sign is to reinforce compliance (or otherwise) with the 50 kilometre per hour speed limit for northbound drivers on Gardiners Road. This would be significantly more effective if the sign was located a short distance downstream of the actual speed limit change point. It is proposed to move the speed limit change point 50 metres to the south to achieve this effect. The proposed location is better suited to a threshold speed limit treatment.
- 3.11 The Police have raised concerns with the present location of the speed limit signage, particularly around the visibility of the signs which are partially obscured by vegetation. Because of the need to reposition signs to address this problem, they have been repositioned in the location of the proposed speed limit change point.

Marshland Road north and Main North Road (proposed 70 kilometres per hour speed limit)

- 3.12 The speed limit on Marshland Road increases from 70 kilometres per hour to 80 kilometres per hour north of Prestons Road. The 80 kilometres per hour speed limit continues along Main North Road through to the Waimakariri District.
- 3.13 Recently completed analysis evaluating safety of routes and intersections across the City ranks Marshland Road as the 5th highest risk corridor for fatal and serious injury crashes.
- 3.14 A recent safety assessment specific to Marshland Road recommends reducing the speed limit of the road as a priority to reduce the severity of crashes.
- 3.15 There is very little to distinguish between the road environment of Marshland Road south of Prestons Road (which presently has a 70 kilometres per hour speed limit) and that of Marshland Road north of Prestons Road where 70 kilometres per hour is proposed.
- 3.16 The average speed on Marshland Road at the railway line is 72 kilometres per hour and the 85th percentile speed is 78 kilometres per hour. These existing speeds show that 70 kilometres per hour is a credible speed limit for the road.
- 3.17 It is recommended that the speed limit on Marshland Road is reduced to 70 kilometres per hour from Prestons Road to Main North Road. The most logical position for the new 70/80 change point is at the northern end of the proposed 70 kilometres per hour speed limit is on Main North Road just north of Spencerville Road.

Shirley/Papanui Community Board 16. 4. 2014

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1 Cont'd

- 3.18 It is noted that the section of Marshland Road from Prestons Road to Lower Styx Road is on the boundary of the Shirley/Papanui and Burwood / Pegasus wards. This section of the road is the subject of a separate report that recommends the reduction of the speed limit to 70 kilometres per hour.

Wilkinsons Road (relocation of 50/80 speed limit change point)

- 3.19 Wilkinsons Road is a short local road the runs between Gardiners Road and Johns Road (SH1). The Harewood Crematorium is accessed from the road along with a number of residential properties. The Gardiners Road end of the road has a speed limit of 50 kilometres per hour and the Johns Road end of the road has a speed limit of 80 kilometres per hour. The speed limit change point is presently around 150 metres from Gardiners Road.
- 3.20 It is considered that the main factor in locating the 50/80 speed limit change point is to distinguish between the 80 kilometres per hour Johns Road and the local road environment of Wilkinsons Road and the surrounding area to the east. To do this effectively it is necessary to relocate the speed limit change point on Wilkinsons Road closer to the Johns Road end of the street. The proposed location is 150 metres east of Johns Road, which has been selected to maximise the visibility of signage for drivers entering Wilkinsons Road from Johns Road.
- 3.21 The proposed change will better reflect drivability as the current speed change location 400 metres east of Johns Road does not allow drivers to attain a speed of 80 kilometres per hour in the space available.

4. FINANCIAL IMPLICATIONS

- 4.1 The estimated implementation cost of revising speed signage for the above speed limits is \$3,000.00.

Shirley/Papanui Community Board 16. 4. 2014

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1 Cont'd**5. STAFF RECOMMENDATION**

It is recommended that the Council:

5.1 Approve the commencement of public consultation on the proposed speed limit changes specified below:

5.1.1 Belfast Road, proposed 50 kilometres per hour speed limit commencing at the existing 50/80 change point located 250 metres west of Blakes Road and extending in an easterly direction for a distance of 70 metres.

5.1.2 Cavendish Road, proposed 50 kilometres per hour speed limit commencing at the existing 50/70 change point located 80 metres north of Sturrocks Road and extending in a northerly direction to its intersection Styx Mill Road.

5.1.3 Gardiners Road, proposed 50 kilometres per hour speed limit commencing at the existing 50/80 speed limit change point located 50 metres south of Wilkinsons Road and extending in a southerly direction for a distance of 50 metres.

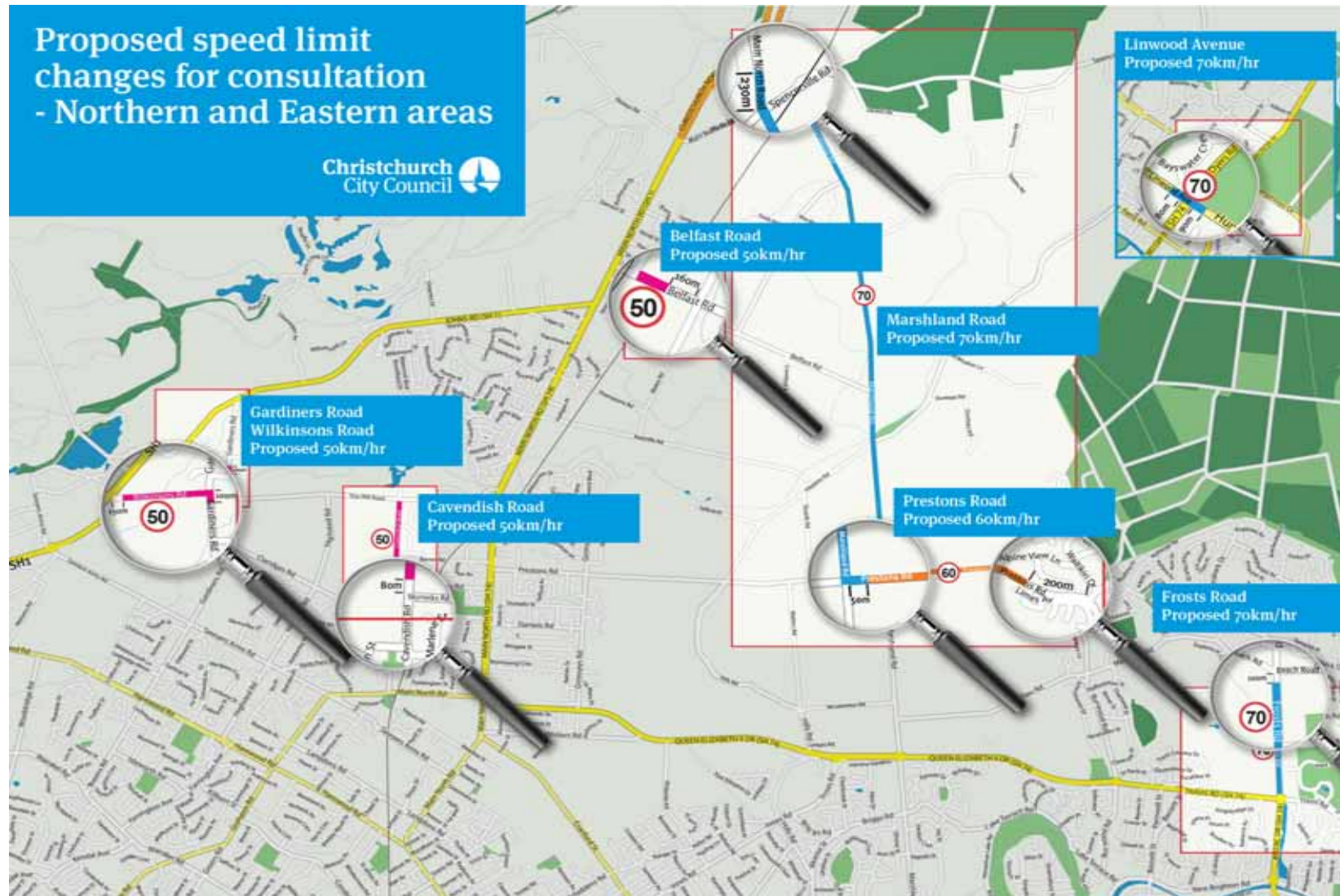
5.1.4 Marshland Road, proposed 70 kilometres per hour speed limit commencing at its intersection with Lower Styx Road and extending in a northerly direction to its intersection with Main North Road.

5.1.5 Main North Road, proposed 70 kilometres per hour speed limit commencing at its intersection with Marshland Road and extending in a northerly direction for a distance of 230 metres.

5.1.6 Wilkinsons Road, proposed 50 kilometres per hour speed limit commencing at the existing 50/80 change point located 150 metres west of Gardiners Road and extending in a westerly direction to a point 150 metres east of Johns Road.

6. BOARD RECOMMENDATION

That the staff recommendation be adopted.



Shirley/Papanui Community Board 16. 4. 2014

7

2. 2014 CITY WIDE SPEED LIMIT REVIEW – PROPOSED SPEED LIMIT CHANGE TO MARSHLAND ROAD

		Contact	Contact Details
General Manager responsible:	General Manager, City Environment Group	N	
Officer responsible:	Unit Manager, Transport and Greenspace	N	
Author:	Ryan Rolston, Traffic Engineer	Y	Ryan Rolston, DDI 941 8516

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is for the Council to consider a recommendation from the Shirley/Papanui Community Board regarding a proposed change to the speed limit on Marshland Road, on the section that forms a boundary with Burwood/Pegasus ward (between Prestons Road and Lower Styx Road) and that the Council approves the commencement of public consultation on the proposed change.
- 1.2 This is a staff initiated report in support of a network wide review of speed limits.

2. BACKGROUND

- 2.1 A city wide review of speed limits has recently been completed. Generally, the Council undertakes a review of speed limits every two years, although the last review was prior to the earthquakes. The latest review is timely as there is growing certainty over post earthquake land-use and a number of new sub-divisions are becoming established.
- 2.2 The attached map (refer **Attachment 1**) shows the proposed changes to speed limits in the northern and eastern areas of the city for information.
- 2.3 It is proposed to reduce the speed limit of Marshland Road between Prestons Road and Main North Road to 70 kilometres per hour from 80 kilometres per hour. This report relates specifically to the section of Marshland Road between Prestons Road and Lower Styx Road as this section forms the boundary of the Burwood/Pegasus and Shirley/Papanui Community Wards. Marshland Road is fully within the Shirley/Papanui Ward north on Lower Styx Road.

3. COMMENT

- 3.1 The speed limit of Marshland Road increases from 70 kilometres per hour to 80 kilometres per hour north on Prestons Road. The 80 kilometre per hour speed limit continues along Main North Road through to the Waimakariri District.
- 3.2 Recently completed analysis evaluating safety of routes and intersections across the City ranked Marshland Road as the fifth highest risk corridor for fatal and serious injury crashes.
- 3.3 A recent safety assessment specific to Marshland Road recommends reducing the speed limit of the road as a priority to reduce the severity of crashes.
- 3.4 There is very little to distinguish between the road environment of Marshland Road south of Prestons Road (which presently has a 70 kilometres per hour speed limit) and that of Marshland Road north of Prestons Road where 70 kilometres per hour is proposed.
- 3.5 The average speed on Marshland Road at the railway line is 72 kilometres per hour and the 85th percentile speed is 78 kilometres per hour. These speeds indicate that a 70 kilometres per hour speed limit is credible for this road section.
- 3.6 It is recommended that the speed limit of Marshland Road is reduced to 70 kilometres per hour from Prestons Road to Main North Road.

Shirley/Papanui Community Board 16. 4. 2014

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2 Cont'd

4. FINANCIAL IMPLICATIONS

- 4.1 The estimated implementation costs of revising speed signage on Marshland Road is \$500.

5. STAFF RECOMMENDATION

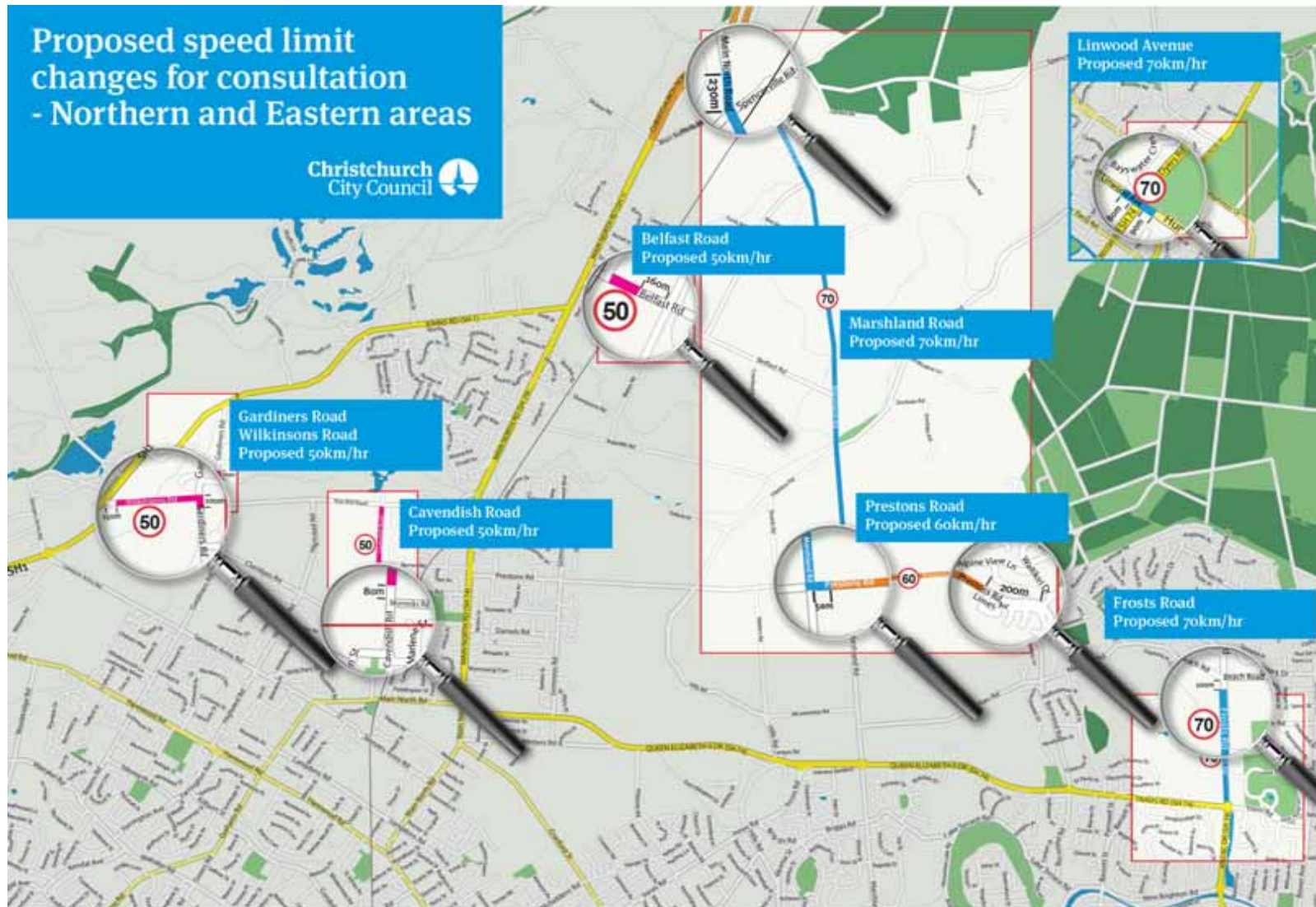
It is recommended that the Council:

- 5.1 Approve the commencement of public consultation on the proposed speed limit change below:

5.1.1 Marshland Road, proposed 70 kilometres per hour speed limit commencing at its intersection with Prestons Road and extending in a northerly direction to its intersection with Lower Styx Road.

6. BOARD RECOMMENDATION

That the staff recommendation be adopted.



22 MAY 2014

Clause 13

PART A - MATTERS REQUIRING A COUNCIL DECISION

1. DEANS AVENUE – PEDESTRIAN/CYCLIST SIGNALISED CROSSING

		Contact	Contact Details
General Manager responsible:	Acting General Manager, City Environment Group	N	
Officer responsible:	Acting Unit Manager, Asset and Network Planning	Y	941 5009
Author:	Christine Toner, Consultation Leader	N	

1. PURPOSE OF REPORT

- 1.1 This is a staff initiated report concerning a capital project with the primary driver being provision of infrastructure to support growth. Council approval of the staff proposal and resolution of parking restrictions and traffic controls is required.
- 1.2 The purpose of this report is to present the recommendations from the Riccarton/Wigram Community Board and the Hagley/Ferrymead Community Board that the Council approve the signalisation of a cycle and pedestrian crossing across Deans Avenue between Blenheim Road/Moorhouse Avenue and Mayfair Street; and that the project including the cycle signals proceed to final design, tender and construction (refer **Attachment 1**).
- 1.3 In addition the purpose of this report is to present the Hagley/Ferrymead Community Board recommendation that the Council approve revised parking restrictions and traffic controls on the east side of Deans Avenue (refer **Attachment 1**) related to the Deans Avenue (Moorhouse Avenue to Riccarton Road) – Proposed Parking and Safety Improvements Project which was approved by Council on 12 November 2009. The original plan is noted in **Attachment 2**.

2. EXECUTIVE SUMMARY

- 2.1 This report details a proposal to include signalisation of a cycle and pedestrian crossing on Deans Avenue between Moorhouse Avenue and Mayfair Street when the roundabout is removed. This report also details changes to parking restrictions resolved in the Deans Avenue (Moorhouse Avenue to Riccarton Road) – Proposed Parking and Safety Improvements Project which was approved by Council on 12 November 2009. These changes are needed because there is a change to the layout of the road where the roundabout is to be removed.
- 2.2 The proposal will provide an added level of service to the project. It will provide cost and time savings and will reduce disruption for road users by implementing the signals at the same time as roundabout removal and road construction.
- 2.3 This project is located on the boundary of the Hagley/Ferrymead Community Board and the Riccarton/Wigram Community Board. Each Board considered the signalisation of a cycle and pedestrian crossing on Deans Avenue, but the changes to parking restrictions relating to the 2009 Council decision are in the Hagley/Ferrymead area only.

3. BACKGROUND

- 3.1 The Deans Avenue (Moorhouse Avenue to Riccarton Road) – Proposed Parking and Safety Improvements Project, was approved by the Council in 2009.
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- 3.2 The implementation of the 2009 approved scheme was split into two stages. Stage 1 works were partially completed when the Western Interceptor Major Sewer Upgrade (MSU) works occurred. The angled car parks and also the right turn lane into Mayfair Street had been installed. Following the western interceptor works, the MSU contractor left the site with a partial roundabout, and traffic continuing to use the two western lanes of the roundabout.
- 3.3 The 2009 scheme proposed to remove the western half of the existing roundabout, continue traffic straight through the centre of the roundabout, and use the eastern part of the existing roundabout as a drop off area. However, there is now only part of the roundabout left, as the kerbs and road surface in the proposed drop-off area were damaged by the MSU contractor. It was therefore proposed that the scheme be revised, to remove that element of the scheme that used the roundabout.
- 3.4 The original project included proposed build-outs to reduce crossing distances for pedestrian and cyclists and assist with identifying parking areas.
- 3.5 The original project included a pedestrian island which is now replaced by a signalised crossing, added recently as planning of the Major Cycleway Route project progressed.

4. COMMENT

- 4.1 This project is located on the boundary of the Hagley/Ferrymead ward and the Riccarton/Wigram Community ward.
 - 4.2 There are some revocations of no stopping restrictions on the east side of Deans Avenue that have been considered by the Hagley/Ferrymead Community Board for recommendation to the Council.
 - 4.3 The signal controlled crossing will provide an added level of service rather than seeking gaps in the traffic.
 - 4.4 The current consultation and request for Council approval is focussed only on the addition of the signals.
 - 4.5 Due to the revised scheme for the Deans Avenue (Moorhouse Avenue to Riccarton Road) – Proposed Parking and Safety Improvements Project, the parking restrictions that were approved in 2009 need to be modified.
 - 4.6 The five minute parking area on the eastern side of Deans Avenue shown in the earlier approved plan cannot be created, so the parking restrictions for this area need to be revoked. These are listed in the staff recommendations.
 - 4.7 New 'no stopping' is needed for the crossing location, and a resolution is required for the signalised crossing.
 - 4.8 Prior to consultation, the Riccarton/Wigram and the Hagley/Ferrymead Community Boards were informed of the revised scheme by a memo dated 4 April 2014, and of the signal controlled crossing by a memo dated 4 April 2014.
 - 4.9 Consultation was required only on the addition of the cycle/pedestrian signals. Because the main elements of the signals are driven by technical design requirements of the location and layout, there are no opportunities for public feedback to influence the design. Therefore consultation was carried out at the 'Inform' level on the consultation spectrum. Information was sent to the one adjoining property owner and to the individuals and organisations listed on the Transport Stakeholder list. No feedback has been received to date.
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- 4.10 Part 1, Clause 5 of the Christchurch City Council Parking Bylaw 2008 provides the Council with the authority to install parking restrictions by resolution.
- 4.11 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.
- 4.12 The recommendations in this proposal align with Christchurch Transport Strategic Plan 2012-2042 and are consistent with the future road network outlined in the Accessible City Transport Chapter supporting the Central City Plan.

5. FINANCIAL IMPLICATIONS

- 5.1 The Major Cycleway Routes and the Deans Avenue (Moorhouse Avenue to Riccarton Road) – Proposed Parking and Safety Improvements Project are programmed in the 2013-2016 Three Year Plan.

6. STAFF RECOMMENDATION

That the Riccarton/Wigram and Hagley/Ferrymead Community Board recommend that the Council:

- 6.1 Approve that the Deans Avenue – Pedestrian/Cyclist Signalised Crossing, as detailed on the plan (refer **Attachment 1**), proceed to final design, tender and construction.
 - 6.2 Approve that a pedestrian and cyclist road crossing, controlled by traffic signals in accordance with sections 6 and 8.5(3) of the Land Transport Act- Traffic Control Devices Rule 2004, be installed on Deans Avenue located at a point 116 metres south of its intersection with Mayfair Street.
 - 6.3 Note that there are existing no stopping parking restrictions on both sides of Deans Avenue. These parking restrictions were resolved by the Council on 12 November 2009 as part of the Deans Avenue (Moorhouse Avenue to Riccarton Road) – Proposed Parking and Safety Improvements project.
 - 6.4 Note that there will be changes to parking restrictions on the east side only (resolutions f – l, and q – t in the report to Hagley/Ferrymead Community Board 21 October 2009).
 - 6.5 Revoke the existing parking restrictions on the east side of the western carriageway of Deans Avenue commencing at a point 387 metres from its intersection with Moorhouse Avenue and extending 71 metres in a northerly direction.
 - 6.6 Revoke the existing parking restrictions on the east side the eastern carriageway of Deans Avenue commencing at a point 396 metres from its intersection with Moorhouse Avenue and extending 12 metres in a northerly direction.
 - 6.7 Revoke the existing parking restrictions on the east side the of the eastern carriageway of Deans Avenue commencing at a point 422 metres from its intersection with Moorhouse Avenue and extending 12 metres in a north easterly direction.
 - 6.8 Revoke the existing parking restrictions on the east side of the eastern carriageway of Deans Avenue commencing at a point 445 metres from its intersection with Moorhouse Avenue and extending 10 metres in a south easterly direction.
 - 6.9 Revoke the existing parking restrictions on the west side of the eastern carriageway of Deans Avenue commencing at a point 400 metres from its intersection with Moorhouse Avenue and extending 8.5 metres in a north easterly direction.
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- 6.10 Revoke the existing parking restrictions on the west side of the eastern carriageway of Deans Avenue commencing at a point 416 metres from its intersection with Moorhouse Avenue and extending 12 metres in a north easterly direction.
- 6.11 Revoke the existing parking restrictions on the west side of the eastern carriageway of Deans Avenue commencing at a point 440 metres from its intersection with Moorhouse Avenue and extending 11 metres in a south easterly direction.
- 6.12 Revoke the existing P5 parking currently installed on the east side of Deans Avenue commencing at a point 408 metres from its intersection with Moorhouse Avenue and extending 14 metres in a northerly direction.
- 6.13 Revoke the existing P5 parking currently installed on the east side of Deans Avenue commencing at a point 434 metres from its intersection with Moorhouse Avenue and extending 25 metres in a north easterly direction.
- 6.14 Revoke the existing P5 parking currently installed on the west side of the eastern carriageway of Deans Avenue commencing at a point 408 metres from its intersection with Moorhouse Avenue and extending 8 metres in a north easterly direction.
- 6.15 Revoke the existing P5 parking currently installed on the west side of the eastern carriageway of Deans Avenue commencing at a point 428 metres from its intersection with Moorhouse Avenue and extending 12 metres in a north easterly direction.
- 6.16 Approve that the stopping of vehicles be prohibited at any time on the east side of Deans Avenue commencing at a point 387 metres north of its intersection with Moorhouse Avenue and extending in a northerly direction for a distance of 74 metres.

7. BOARD CONSIDERATION**7.1 RICCARTON/WIGRAM COMMUNITY BOARD**

The Board received correspondence on the matter from the Deans Avenue Precinct Society and a deputation from Mr Philip Haythornthwaite on behalf of the Disabled Persons Assembly.

Questions raised by Board members were responded to by staff in attendance. Also, in response to the deputation from Mr Haythornthwaite, the Board noted that the provision of handrails was included in the scheme design.

The Board also separately decided that the Environmental Committee be requested to recommend to Stronger Christchurch Infrastructure Rebuild Team that handrails for such pedestrian/cycle facilities meet the new design standards and be provided at no or minimal additional cost.

7.2 HAGLEY/FERRYMEAD COMMUNITY BOARD

Board members discussed vehicle related issues in this area and raised concerns regarding car parking for Hagley Park. Board members were advised that handrails are incorporated in the design for the crossing.

The Board also decided to:

- 1.1 Request that staff investigate the car parking in this part of Hagley Park, including issues with vehicles parking on the berm and possible use of the old Blenheim Road area as car parking for park users.
 - 1.2 Request that staff investigate the inclusion of floral plantings or sculpture on the grass area on Hagley Park.
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8. BOARD RECOMMENDATIONS

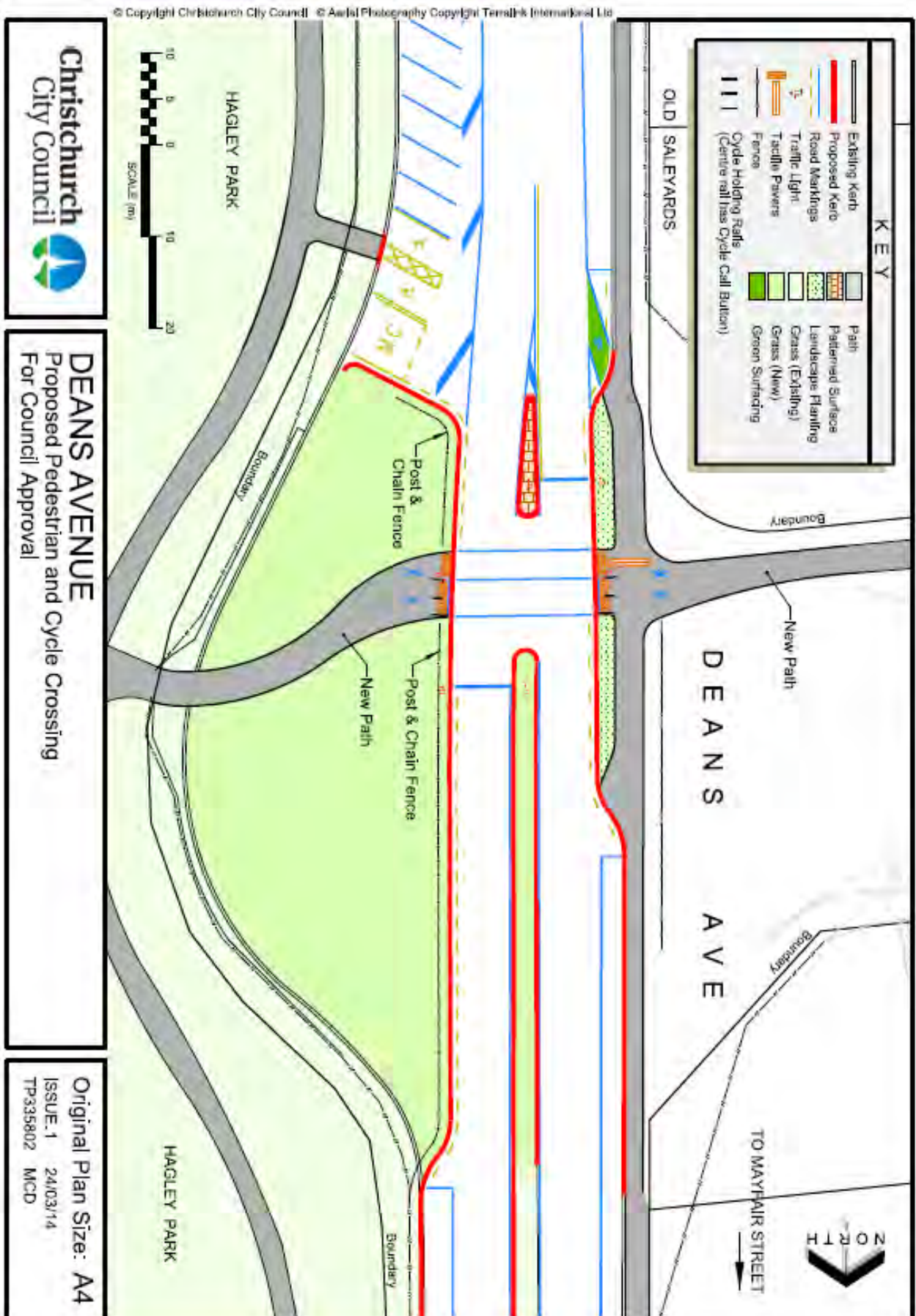
8.1 RICCARTON/WIGRAM COMMUNITY BOARD

That the staff recommendation be adopted.

8.2 HAGLEY/FERRYMEAD COMMUNITY BOARD

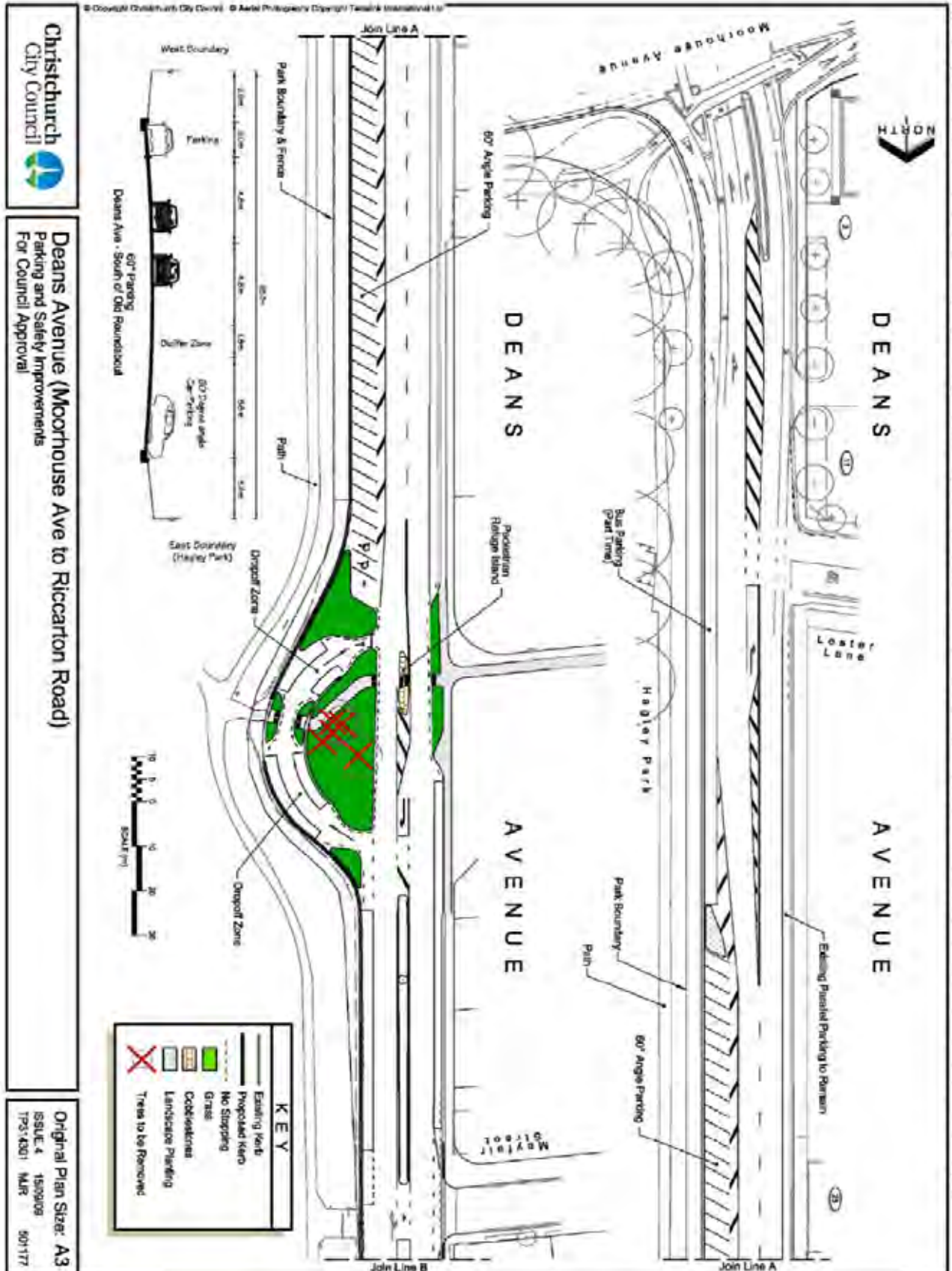
That the staff recommendation be adopted.

ATTACHMENT 1 TO CLAUSE 1



ATTACHMENT 2 TO CLAUSE 1

Original plan attached to the Hagley Ferrymead report to Council 12 November 2009 – the 2009 resolutions refer to this plan.



**EARTHQUAKE RECOVERY COMMITTEE OF THE WHOLE
1 MAY 2014**

**A meeting of the Earthquake Recovery Committee of the Whole
was held in the Council Chamber
on 1 May 2014 at 9.34AM**

PRESENT: The Mayor, (Chairperson).
Councillors Vicki Buck, Jimmy Chen, Phil Clearwater, Pauline Cotter,
David East, Jamie Gough, Yani Johanson, Ali Jones, Raf Manji, Glenn
Livingstone, Paul Lonsdale and Andrew Turner

IN ATTENDANCE:

APOLOGIES: Tim Scandrett

The Committee reports that:

PART A - MATTERS REQUIRING A COUNCIL DECISION

(1.) ACTING CHIEF EXECUTIVE REPORT

The Committee considered a report from the Acting Chief Executive, including the following update on psychoactive substances.

PSYCHOACTIVE SUBSTANCES

The Government intends to ban all synthetic drugs within two weeks, unless they can be proven to be low risk. It is suggested that the effect of this will be that there will be no psychoactive substances for sale for "some considerable amount of time" (Minister's statement). However, the draft policy prepared for consultation includes a provision that exempts retailers from the need to comply with the policy anyway until such time as new Ministry of Health regulations (including a testing regime) are put in place, expected to be in mid 2015. This provision reflected one of the weaknesses exposed in recent days that the Act made the sale legal but that the anticipated health approval regime was not in place. The Minister's statement notes that in the interim, drugs which had temporary approval from an expert committee were permitted to be sold. This would indicate that some synthetic drugs will still be available and implies that others will be as well, once the testing regime is established. Therefore continuing with consultation on the draft policy makes sense in that its purpose is to control where approved substances can be sold. However, the public may find this confusing, so my recommendation is that the Council pause the further consultation until such time as it is clear whether trading in any substances can resume. This should reduce the potential for confusion in the public's mind given recent publicity.

COMMITTEE RECOMMENDATION

That the Council pause the release of its draft policy on psychoactive substances and further consultation until such time as the Government legislation on psychoactive substances has been amended.

(2.) SUMNER ROAD REOPENING PROJECT

		Contact	Contact Details
Executive Leadership Team Member responsible:	General Manager, City Environment Group	N	
Officer responsible:	Unit Manager, Transport and Greenspace	Y	John Mackie DDI 941-8096
Author:	Paul Burden, Road Corridor Operations Manager	N	

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 This report updates the Council on the Sumner Road Reopening Project and seeks endorsement of the proposed approach to risk mitigation in order to reopen the road to all users. A briefing for the Mayor and Councillor Paul Lonsdale was undertaken on this matter on Thursday 20 March 2014. At this briefing the Mayor confirmed that a decision is required from the Council to approve proceeding with this project.

2. EXECUTIVE SUMMARY

- 2.1 Sumner Road has been impacted significantly by rock fall as a result of the 2010/2011 earthquakes. The section of road between Evans Pass Road and Summit Road intersection and Lyttelton has been closed to all traffic since February 2011 due to large scale rock fall impacts with debris falling onto the road, and the presence of extensive earthquake induced instability on the slopes and cliff faces above the road. The slopes above the road are still considered to be at very high risk of rock fall.
- 2.2 Sumner Road provides a lifeline route, linking the communities of Lyttelton and Sumner, and it is the preferred route for transport of over-dimensioned and hazardous goods between Lyttelton Port and the city.
- 2.3 The reopening of Sumner Road is included in the Land Use Recovery Plan, the Greater Christchurch Transport Statement and the Christchurch City Council Three Year Plan.

3. BACKGROUND

- 3.1 Prior to the 4 September 2010 earthquake, some scaling (removal of loose rocks) was in progress along Sumner Road. The 4 September earthquake resulted in scattered rock falls along Sumner Road with significant falls occurring in the road batter above Battery Point. The road was closed for three months while remediation work was undertaken to remove unstable rock and clear loose rock over a length of around 150 metres and at a cost of approximately \$1 million. Observations revealed several large potential rock fall hazards along the road and more detailed assessment of these was scheduled when the 22 February event occurred.
- 3.2. The 22 February 2011 earthquake resulted in widespread rock fall and closure of Sumner Road, which still remains closed. In some locations the road surface was totally covered by fallen rock, and there was new serious damage to the road batter at Windy Point. The road surface in this area was buried under up to two metres of debris. Work was undertaken to remove unstable rock at Windy Point at a cost of approximately \$2.75 million. Inspections of the cliffs revealed much more loose rock present along the cliffs than there was in September. Work began to scale the obvious loose rock with a view to reducing the risk of rock fall and reopening the road.
- 3.3. The events of 13 June 2011 resulted in extensive rock fall from the bluffs on a scale at least as great as 22 February, even in those areas where scaling had recently been completed. Re-inspection showed that the areas previously considered stable had actually now fallen or, in many cases, were badly damaged and now very unstable. Staff made the decision to halt all remedial works pending further investigations concerning the future of the road.

- 3.4. A route options study and multi-criteria assessment was carried out to determine whether or not the road should be reopened (refer **Attachment 1**). The preferred option was to reopen the road with a do-minimum approach to works. Subsequent field investigation and risk assessments have produced a recommended engineering approach to the risk mitigation works. The recommended risk mitigation works are consistent with the do-minimum approach and consist of source rock deconstruction, construction of two bunds and some benching of the Crater Rim Bluffs.

4. COMMENT

- 4.1 The reopening of Sumner Road is included in the Land Use Recovery Plan, the Greater Christchurch Transport Statement and the Christchurch City Council Three Year Plan.
- 4.2 The road corridor from Ferrymead Bridge to Lyttelton has been affected by rock fall and cliff collapse resulting from the earthquake events of September 2010, February 2011 and June 2011. This report deals with the first section of the corridor, Sumner Road.
- 4.3 Although the majority of the roads forming this corridor have been able to be cleared of debris and have in some cases had interim rock fall protection structures in the form of ballasted shipping containers in place to enable access and local traffic movements, the section of Sumner Road between Lyttelton and Evans Pass has been closed to full vehicle operation since February 2011.
- 4.4 Four sections of the corridor have been identified (refer **Attachment 2**) which require major source rock risk mitigation works, in order to address ongoing rock fall hazards and allow the route to return to its pre-quake Level of Service. These four sections of the corridor are:
- 4.4.1 Section 1: Sumner Road (Lyttelton to Evans Pass)
 - 4.4.2 Section 2: Wakefield Avenue
 - 4.4.3 Section 3: Shag Rock Reserve (Peacocks Gallop)
 - 4.4.4 Section 4: Moa Bone Point
- 4.5 Sumner Road through Evans Pass is a lifeline route. Should for any reason the road tunnel become inoperable then the route out of Lyttelton is significantly compromised. Part of the Sumner Road life line route includes Wakefield Avenue and Main Road. There are significant rock fall risks associated with Moa Bone Point, Peacocks Gallop and Wakefield Avenue that also threaten the operation of this route as a reliable lifeline. It follows that, in terms of the risks to the lifeline and associated costs of remediation, the Sumner Road rock fall issues are inextricably linked to the rock fall issues along the balance of the route.
- 4.6 Sumner Road was the most efficient and preferred route for over dimension and dangerous goods vehicles between the Lyttelton Port and Christchurch. Dangerous goods are not permitted through the road tunnel unless it is closed to all other traffic. Over dimension vehicles cannot use the tunnel unless the opposing traffic lane is closed to all other vehicles. Therefore prior to Sumner Road being closed, these vehicles used Evans Pass. Since the closure of Sumner Road some over dimension vehicles are using Gebbies Pass and Dyers Pass, some are using the Port of Timaru and some are still using the road tunnel (requiring closure of the opposing lane). Prior to the earthquakes, the tunnel was being closed four to five times per month and this has increased to approximately 300 closures per month with each closure lasting approximately 10 minutes. In addition, single lane closures for some over dimension vehicles amount to an average of around 80 per month. The significant number of closures impact on the optimisation of freight operations and has a flow on effect on driver rostering and servicing of customers.

Lyttelton Port Company (LPC) Operations

- 4.7 The rock fall source above the main bluffs not only poses a risk to Sumner Road but also the 'Lower Sumner Road' which provides access to the LPC quarry at Gollans Bay. The quarry is integral to the LPC operations providing armour stone for seawalls. There is potential for loss of land due to wave induced washout without adequate sea wall protection. Access to the quarry is currently suspended until adequate protection from rock fall can be established.
- 4.8 The inability to take some over dimension and dangerous goods to and from Christchurch via Sumner Road has resulted in some diversion of these goods through Timaru. This has the potential for lost revenue through the Port and the local Lyttelton township.
- 4.9 The closure of Sumner Road results in an inevitable loss of tourist and recreational trade in both Sumner and Lyttelton.
- 4.10 Traffic volumes for Sumner Road appear to fluctuate on a seasonal basis with around 1,400 vehicles per day in the summer and around 1,000 vehicles per day in the winter. It is uncertain what percentage of these volumes is associated with tourists, however anecdotally it is likely to be significant. The views from various vantage points along the road are spectacular and the permanent closure of the road will be a loss to the tourism industry as well as the resident community.
- 4.11 It is estimated that on a weekend day in the summer around 200 cyclists would be using this route in a recreational/training capacity. The route across Evans Pass has been integral to the cycling community in terms of providing the linkage between Lyttelton and Sumner for both the traditional 'long bays' and 'short bays' rides and races. The Port Hills are considered one of the best road cycling hill training areas in the world and the loss of the ability to use Sumner Road/Evans Pass significantly compromises this.

Stakeholders

- 4.12 The Department of Conservation (DoC) is the landowner responsible for most of the material that has damaged the road. The most imminent source rock hazards, including the Crater Rim Bluffs are located on DoC land.
 - 4.12.1 Christchurch City Council owns the road and some land.
 - 4.12.2 LPC owns land above and below Sumner Road.
 - 4.12.3 Environment Canterbury (ECan) administers relevant environmental legislation (in addition to the Christchurch City Council).
 - 4.12.4 Christchurch Earthquake Recovery Authority (CERA) has accountability for economic recovery.
 - 4.12.5 New Zealand Transport Agency (NZTA) is the road controlling authority for the State Highway network including the road tunnel.
 - 4.12.6 Residents and business owners and occupiers are affected by any option.
 - 4.12.7 **Attachment 3** shows the land areas and land owners in the vicinity of Sumner Road.
- 4.13 Options for reopening Sumner Road have been compared with the upgrade of alternative routes over the Port Hills and the construction of a new road. This comparison has confirmed that the reopening of Sumner Road is the preferred solution and the previous Council has made a financial commitment to this in the Three Year Plan.

- 4.14 The option selected returns the road to a pre-quake status without betterment. The scope of the roading portion of the project is limited to repair of the road assets and does not include betterment in terms of widening the road or adding other features.
- 4.15 The options that were considered prior to the inclusion of funds in the Three Year Plan are:
- 4.15.1 Close Sumner Road and Dyers Pass Upgrade
 - 4.15.2 Close Sumner Road and Gebbies Pass Upgrade
 - 4.15.3 Close Sumner Road and New Road (Chapmans Rd – Cass Bay)
 - 4.15.4 Close Sumner Road and Do Nothing (over dimension and dangerous goods through Port Timaru)
 - 4.15.5 Open Sumner Road and Rock Shelter
 - 4.15.6 Open Sumner Road and Rock Containment Mesh and rock bolting
 - 4.15.7 Open Sumner Road and Clear Debris and Remediate Road Surface
 - 4.15.8 Open Sumner Road and Excavation to Create Benching of Bluffs.
- 4.16 A multi-criteria assessment tool was developed to evaluate the options. The tool weighs the options against the project objectives, environmental objectives and costs. The weightings were developed through a robust workshop process with key staff. To add further integrity sensitivity testing was conducted. Full details of the criteria, measure, explanation and scoring can be found in the report produced by BECA Infrastructure (refer **Attachment 1**).
- 4.17 The Project has progressed this previous route options work with detailed site investigations and a series of qualitative slope risk assessments. This work has identified a recommended engineering approach which is a combination of source rock deconstruction, bunds and some benching to mitigate the rock fall risk and enable the reopening of Sumner Road. This is a do-minimum approach to return the route to its pre-quake level of service with a minimum of future maintenance.
- 4.18 Evaluation of actual and potential risk is an important consideration. Various roads within the city have been exposed historically to risk from rock fall arising from weather or time related effects. Since the earthquakes, rock fall sources were either mobilised (rocks falling onto the road), or were weakened (joints opening up, blocks of rock separating but not falling). The result is an increased risk of rock fall in the future, either from future earthquake shaking or weather or time effects.
- 4.19 In New Zealand at present the only method in place for assessing the risk from rock fall is an 'as low a risk as practicable' ('ALARP') process adopted by the NZTA. The Council's external peer reviewer on rock fall matters, Dr Fred Baynes, advised that the New South Wales (NSW) Road Transport Authority (RTA) method of rock fall risk analysis is a better method because of practicality and ease and consistency of use, and recommended that the Council should consider adopting it for use on roads at risk from rock fall in the future.
- 4.20 The Council has applied a variant of the NSW RTA method, called the Designation and Detailed Slope Risk Assessment (DDSRA), which has been developed by Aurecon, and tested in the Port Hills post-quakes, for the re-opening of Evans Pass and Summit Roads for alternative access to Sumner. The Aurecon DDSRA method is a qualitative assessment which results in rapid repeatable risk assessments for roads which are subject to geotechnical hazards post-quake risk and enables the effective prioritisation of hazards.

- 4.21 A slope risk assessment has been completed and engineering concepts for the mitigation of risk from geotechnical hazards has been developed. The details of the risk assessments and engineering options is detailed in the Sumner Road Stage 3 Concept Design Report (refer **Attachment 4**).

Proposed Engineering Approach

- 4.22 Risk mitigation works for geotechnical hazards have been split into two broad zones. Zone A includes more straight forward remedial works, at either end of the road, comprising scaling and limited blasting. Zone B covers the central section of the site and includes the 100m high Crater Rim Bluffs. Major earthworks in the form of benches, are considered to be the only viable option to significantly reduce risk levels in this area. (refer **Attachment 5**).
- 4.23 Investigative drilling work (three inclined bores to 140 metres and one vertical bore to 80 metres) behind the Crater Rim Bluffs are currently being drilled to inform the scope and method for benching. This will provide base data for the progression of the benching design and subsequent tender.
- 4.24 Rock material removed from the site will be stored for future use (potentially in the order of 1M m³ and possibly in the Gollans Bay Quarry). Minimal disturbance and disruption to the residents of Lyttelton Harbour and Sumner/Redcliffs areas is a priority.
- 4.25 Once the geotechnical works are underway and sections of the road are cleared as safe for contractor access the asset repair team will start the assessment and design for the repair of the roading assets. The asset repair construction works are expected to take approximately 18 months. It is expected that the proposed work will start as soon as consents are obtained in 2014 with the road open at the end of 2016.

CONSULTATION

- 4.26 Initial discussions have been held with LPC and NZTA to understand the issues they have with the potential closure of Sumner Road. A project update workshop for CERA, NZTA and LPC was held on 15 January 2014.
- 4.27 The project team, in conjunction with Christchurch City Council and ECan planning staff, have identified DoC, Ngāi Tahu, Ngāti Wheke, LPC and Community Boards as parties with an interest in the project. These parties are considered to be those that can provide comments on the community, economic, and environmental effects that pertain to the construction, and post-construction phase of the project.
- 4.28 Meetings have taken place with DoC, Ngāti Wheke and Ngāi Tahu. They are all supportive of the project and associated consent application. Both Rūnunga have given written confirmation of their support of the project.
- 4.29 The Summit Road Protection Authority is supportive of the application and has given their written approval for the project.
- 4.30 LPC - There was a positive response to the engineering approach proposed by the project. Regular meetings are being held with LPC to discuss operational aspects of the Gollans Bay Quarry. A Memorandum of Understanding will be developed to support the relationship.
- 4.31 The Christchurch City Council and CERA keep up to date through the Horizontal Infrastructure Governance Group and Lyttelton Recovery Planning Steering Group.
- 4.32 The Project team has had ongoing discussions with NZTA since the workshop and have now reached the point where NZTA has confirmed its support for the project approach.

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- 4.33 Public Consultation - In addition to consulting with the affected parties listed above, the project team propose to release a Public Information Leaflet (PIL) (refer **Attachment 6**) to provide the public with an update on the project and an opportunity to comment on the proposed works, prior to the lodgement of the consent application. During the processing of the consent there will be a second phase of public consultation which is managed by the Regulatory Authorities (ECan and the Christchurch City Council).
- 4.34 The project team have received internal and external legal advice on the consents required for this work. There are no legal issues associated with the progression of the project.

Schedule

- 4.35 The geotechnical works required to mitigate the risk from source rock hazards is expected to take in the order of 18 months to complete and will be followed by the roading repair works, which will also take around 18 months. The geotech and roading works will be overlapped where possible (once upslope hazards are eliminated). At this stage the works are targeted for completion by end 2016.
- 4.36 Physical works cannot begin until the required resource consents are obtained from the Christchurch City Council and ECan. The consent application cannot be lodged until the public consultation phase is completed. Delays to the public consultation phase of the project will result in a corresponding delay in the consenting and subsequent physical works phases.

5. FINANCIAL IMPLICATIONS

- 5.1 The overall budget for the restoration of the road corridor from Ferrymead bridge to Lyttelton is included in the Council's Three Year Plan as \$102.5 million, of this \$40 million has been identified as being required for the Sumner Road section of the route.
- 5.2 The Christchurch City Council Three Year Plan funds are limited to the return to pre-quake Level of Service. The budgets do not include any allowance for betterment. The restoration of the road is provided for in the Infrastructure Rebuild Programme.

6. STAFF RECOMMENDATION

That the Council:

- 6.1 Endorse the progression of the project with the proposed approach being 'do minimum source rock deconstruction to mitigate Geotechnical hazards and return route to pre-quake Level of Service'.
- 6.2 Endorse the initiation of the public engagement phase of the communications and consultation strategy by approving the release of the Public Information Leaflet and a Media statement.

COMMITTEE RECOMMENDATION

That the staff recommendation be adopted.

(3.) LAND USE RECOVERY PLAN – ACTION 33 - CHRISTCHURCH CITY COUNCIL'S PRIORITISED INFRASTRUCTURE PROGRAMMES

This item was considered by the Council on 8 May 2014.

(4.) LAND USE RECOVERY PLAN. ACTION 7: POTENTIAL MECHANISMS FOR PROMOTING INTENSIFICATION AND CITY LIVING

This item was considered by the Council on 8 May 2014.

(5.) AN ACCESSIBLE CITY – REVISED FIRST PHASE TRANSPORT PROJECTS

This item was considered by the Council on 8 May 2014.

(6.) THE COUNCIL'S ROLE IN AFFORDABLE/SOCIAL HOUSING AND SUPPLEMENTARY REPORT

This item was considered at the extraordinary Council meeting on 12 May 2014.

(7.) LAND USE RECOVERY PLAN: EVALUATION OF CHRISTCHURCH CITY COUNCIL EXEMPLAR HOUSING PROJECTS

This item was considered by the Council on 8 May 2014.

PART B - REPORTS FOR INFORMATION**(1. CONT'D) ACTING CHIEF EXECUTIVE REPORT**

The Committee considered a report from the Acting Chief Executive, which included the following topics:

- Flooding taskforce
- Struthers Lane
- Majestic Theatre update
- Red zone revaluations
- Answers to questions asked at Council meetings.
- Rebuild and recovery.

It was noted that:

- the current rates remission policies, which were developed to assist residents with earthquake damaged properties, are not directly applicable to households affected by flooding, however the Council recognises the need to assist these households
- the Council Rates Remission Policy has a provision that the Council can, by specific resolution, remit any rate or rates penalty when it considers it just and equitable to do so.

It was **decided** to request a report from staff, for a Council decision by the end of May 2014, with the report to include the following:

- criteria for rates remission to apply to households affected by flooding or land movements caused by flooding
- advice regarding the potential timing for the implementation of such criteria.

It was **decided** to ratify the decision of the Acting Chief Executive to extend the due date for objections to rating valuations by ten working days, which takes it to 12 May 2014. Refer to item 20 of this agenda.

(8.) DEPUTATIONS BY APPOINTMENT**8.1 Heathcote Flooding - Graham Walker and Roger Kershaw**

Messrs Walker and Kershaw spoke to the Committee regarding flooding of the Heathcote River.

8 Cont'd**8.2 Robert White**

Mr White spoke to the Committee regarding the alignment of Stronger Christchurch Infrastructure Rebuild Team (SCIRT) works with the City Plan and the Transport Plan.

The Mayor thanked the presenters for their deputations.

(9.) PRESENTATIONS

Nil.

**PART C - REPORT ON DELEGATED DECISIONS
TAKEN BY THE COMMITTEE****(10.) APOLOGIES**

It was **resolved** to accept an apology for absence from Councillor Tim Scandrett.

(11.) DECLARATION OF INTEREST

Nil.

(12.) RESOLUTION TO BE PASSED - SUPPLEMENTARY REPORTS

It was **resolved** that the following reports and information be received and considered at the meeting of the Earthquake Recovery Committee of the Whole on 1 May 2014:

- The Acting Chief Executive Report.
- Canterbury Earthquake Memorial.

Due to time constraints, it was **decided** to forward the public excluded report on the Canterbury Earthquake Memorial to the Council meeting of 8 May 2014 for consideration.

The meeting concluded at 1.53pm.

CONSIDERED THIS 22ND DAY OF MAY 2014

MAYOR

**FINANCE COMMITTEE
TUESDAY 6 MAY 2014**

**A meeting of the Finance Committee
was held in the No. 1 Committee Room
on Tuesday 6 May 2014 at 9am.**

PRESENT: Councillor Manji (Chairperson)
Councillors Turner (Deputy Chair), Buck, Chen, Gough, Johanson, Livingstone and Lonsdale.

APOLOGIES: An apology for late arrival and early departure was received and accepted from Councillor Buck who arrived at 9.35am and departed at 11.02am and was absent for Clauses 1, 3, 4, 6, 7, 8, 9, 10, 11 and 12.

An apology for early departure was received and accepted from Glen Livingstone who departed at 10.20am and was absent for item 2, 10, 11, 12 and 13.

The Committee reports that:

PART A - MATTERS REQUIRING A COUNCIL DECISION

1. APPOINTMENT OF TRUSTEES TO ROD DONALD BANKS PENINSULA TRUST

		Contact	Contact Details
Director responsible:	The Chief Financial Officer		
Officer responsible:	Corporate Finance Manager		
Author:	Solicitor, Legal Services Unit, and External Reporting and Governance Manager	Y	Vivienne Wilson, 941 8963 Patricia Christie, 941 8113

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to agree on the process for the appointment of up to four trustees of the Rod Donald Banks Peninsula Trust Te Pataka o Rakaihautu ("the Trust").

2. EXECUTIVE SUMMARY

- 2.1 In the next few months, the Council will have the ability to appoint up to four trustees of the Trust.
- 2.2 When the Council last considered the substantive issue of appointment of trustees to the Trust, the Council resolved that all future other appointments to the Trust be advertised to promote an open process of selection.
- 2.3 In making such appointments to the Trust, the Council must comply with the requirements of the Declaration of Trust relating to the Rod Donald Banks Peninsula Trust Te Pataka o Rakaihautu ("the Trust Deed").
- 2.4 This report recommends a process to enable the Council to be able to appoint trustees to the Trust. The process will meet the requirements of the previous Council resolution as well as enable the Council to comply with the terms of the Trust Deed relating to appointments.

(1 Cont'd)

3. BACKGROUND

- 3.1 On 24 June 2010, following public consultation, the Council resolved to establish the Trust as a Council Controlled Organisation. The Trust was settled on 12 July 2010. A copy of the Trust Deed is to be separately circulated. (**Attachment 1**)
- 3.2 The Trust is registered under the Charitable Trusts Act 1957 and the Charities Act 2005. The objects of the Trust are set out in clause 4 of the Trust Deed.
- 3.3 There are currently eight trustees. The trustees are Claudia Reid, Stewart Miller, Garry Moore, Stuart Wright-Stow, Tutehounuku (Nuk) Korako, Nicola Shirlaw, Simon Mortlock, and Andrew Turner.
- 3.4 Two of the trustees have been appointed by the Trust. These are Simon Mortlock and Stewart Miller. The remaining trustees have been appointed by the Council.
- 3.5 The trustees have different terms of appointment. Three of the trustees' terms of appointment expire on 30 June 2014. These are Stuart Wright-Stow, Garry Moore, and Nicola Shirlaw.
- 3.6 Under the Trust Deed, the Council as settlor of the Trust has the power to appoint up to seven trustees. The Trust Deed provides for a maximum of up to nine trustees.
- 3.7 Therefore, the Council currently has the ability to appoint one further trustee given that it has appointed six trustees.
- 3.8 With the pending expiry of the terms of appointment of three of the current trustees, the Council has the ability to appoint up to four trustees.
- 3.9 The last time the Council considered the substantive issue of trustee appointments to the Trust was on 23 August 2012, when it reappointed Claudia Reid and Nuk Korako for a three year period, expiring on 30 June 2015. At the same time, the Council resolved that all future other appointments to the Trust be advertised to promote an open process of selection.

4. COMMENT

- 4.1 Schedule 3 of the Trust Deed sets out the rules governing the number, appointment, payment and cessation of the office of the trustees. Clause 2.3 of Schedule 3 provides that when the Council exercises its power to appoint (and remove trustees), it must be mindful of the need to provide balanced representation in the Trust, including appropriate representation for relevant interest groups. In exercising this power, the Council must comply with its policy on the appointment of trustees to a council controlled organisation and endeavour to ensure that the trustees include persons possessing the generic and specific competencies identified by the Council from time to time as being desirable to be possessed by the trustees.
- 4.2 Under the Trust Deed, the term of each trustee is up to three years from the date of appointment. Trustees may serve more than one term. However, no person may hold office as Trustee for more than nine consecutive years.
- 4.3 The Council's Policy on Appointment and Remuneration of Directors dated October 2011 sets out various qualities that are relevant when considering appointments to Council Controlled Organisations (CCOs), Council Controlled Trading Organisations (CCTOs), and Council Organisations.

(1 Cont'd)

- 4.4 With respect to CCOs, the policy provides that
- “72. The Council will determine the required skills, knowledge and experience for each appointment to these Council Controlled Organisations and make its appointments accordingly.*
- 73. In general, the attributes required for directors of CCTOs will be applicable, but the weightings given to each attribute may vary according to the nature of the appointment.”*
- 4.5 Under the policy, in general terms, the following qualities are sought in directors of CCTOs:
- 4.5.1 Intellectual ability.
- 4.5.2 Commercial experience.
- 4.5.3 Understanding of governance issues.
- 4.5.4 Sound judgement.
- 4.5.5 High standard of personal integrity.
- 4.5.6 Commitment to the principles of good corporate citizenship.
- 4.5.7 Understanding of the wider interests of the publicly-accountable shareholder.
- 4.6 In allowing all future Council appointments to the Trust to be made using an open selection process, it is envisaged that the Council would ask the Trust to carry out the following:
- 4.6.1 advertise for expressions of interest from those persons who would like to be appointed as trustees to the Trust;
- 4.6.2 manage the expressions of interest selection process, taking into account the requirements of clause 2.3 of Schedule 3 of the Trust Deed and the Council's policy on Appointment and Remuneration of Directors dated October 2011; and
- 4.6.3 prepare a report back to the Finance Committee with a recommended list of persons to be considered for appointment.
- 4.7 On receipt of recommendations from the Trust the process would be for:
- 4.7.1 the Finance Committee to select and recommend to Council, persons to be considered for appointment as trustees; and
- 4.7.2 the Council to consider the recommendations of the Finance Committee, and subsequently make the appointments under the Trust Deed.

5. FINANCIAL IMPLICATIONS

- 5.1 The Trust would incur a cost associated with advertising for expressions of interest. This is estimated to be between \$1,000 and \$2,000 depending on the size of the advertisement(s).

6. STAFF RECOMMENDATION

It is recommended that the Council adopt the following process for the appointment of trustees to the Rod Donald Banks Peninsula Trust:

- 6.1 The Rod Donald Banks Peninsula Trust advertise for expressions of interest from those persons who would like to be appointed as trustees to the Trust;
- 6.2 The Rod Donald Banks Peninsula Trust manage the expressions of interest selection process, taking into account the requirements of clause 2.3 of Schedule 3 of the Trust Deed and the Council's policy on Appointment and Remuneration of Directors dated October 2011;

(1 Cont'd)

- 6.3 The Rod Donald Banks Peninsula Trust report back to the Finance Committee with a recommended list of persons to be considered for appointment;
- 6.4 The Finance Committee then select and recommend persons to be considered for appointment as trustees; and
- 6.5 The Council consider the recommendations of the Finance Committee, and subsequently make the appointments under the Trust Deed.

7. COMMITTEE RECOMMENDATION

That the staff recommendation be adopted.

2. CHRISTCHURCH CITY HOLDINGS LIMITED REPORT ON THE PERFORMANCE OF COUNCIL CONTROLLED TRADING ORGANISATIONS AGAINST STATEMENTS OF INTENT FOR THE YEAR TO 30 JUNE 2013

		Contact	Contact Details
Executive Leadership Team Member responsible:	Chief Financial Officer, Rebuild, Financial and Commercial Group		
Officer responsible:	Corporate Finance Manager		
Author:	External Reporting and Governance Manager	Y	Patricia Christie 941 8113

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 This report presents the report prepared by Christchurch City Holdings Limited (CCHL) for the Council, reviewing the performance of CCHL's subsidiary companies for the 2013 financial year against the objectives set out in their Statements of Intent (SOIs).
- 1.2 The origin of the report is the receipt of the report for Council.

2. EXECUTIVE SUMMARY

- 2.1 The report from the CCHL Chief Executive is attached (**Attachment 1**). The report outlines the performance by each company against its SOI targets. As Lyttelton Port Company Limited does not publish SOI targets there is no analysis of its performance.
- 2.2 The report concludes that some of the subsidiary companies experienced a more difficult 2013 financial year than was forecast and this is reflected in the performance measures.

3. FINANCIAL IMPLICATIONS

- 3.1 There are no financial implications to this report.

4. COMMITTEE AND STAFF RECOMMENDATION

It is recommended that Council receive the report.

3. CORPORATE FINANCE REPORT FOR PERIOD ENDING 31 DECEMBER 2013

		Contact	Contact Details
General Manager responsible:	Chief Financial Officer		
Officer responsible:	Corporate Finance Manager	Y	Diane Brandish 941 8454
Author:	External Reporting and Governance Manager		

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 This report is a routine quarterly report, providing Councillors with updated Treasury and Debtors' information for the quarter ended 31 March 2014.

2. EXECUTIVE SUMMARY

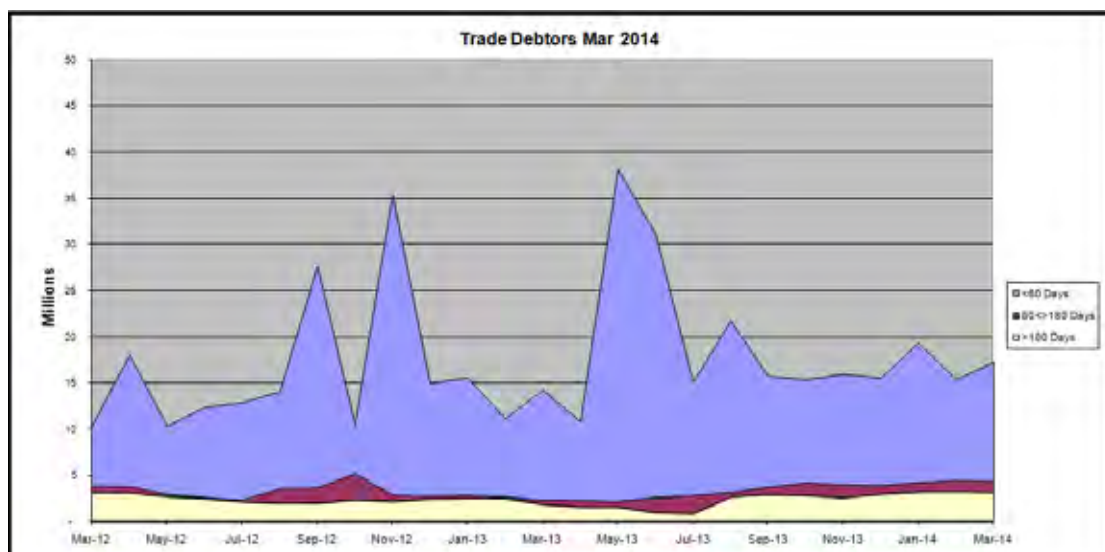
2.1 Treasury

- 2.1.1 Key treasury risk positions and policy limits are set out in **Appendix 1**. All measures are within limits.
- 2.1.2 A total of \$65 million of new term borrowing was undertaken during the quarter to refinance existing debt which matured in March 2014 (\$45 million was borrowed from ANZ, maturing 2020 and \$20 million from LGFA, maturing 2023).
- 2.1.3 A series of delayed start swaps have been placed for the period starting 2018 and extending to 2024 as indicated in the graph in **Appendix 1**. Our focus has been in covering the longer end of the range available for such instruments due to uncertainty around the start dates of many of the larger projects.

2.2 Debtors

- 2.2.1 The debtors' balance stood at \$17.3 million at 31 March 2014, \$1.718 million higher than reported at December 2013. General Debtors and Resource Management Consents debtors have increased by \$1.722 million and \$0.120 million, respectively. The \$1.7 million is made up of invoices to NZTA and RiskPool. This increase is offset by the decrease in Building Consents and Dogs of \$0.050 million and \$0.140 million respectively, since 31 December 2013. The other categories are largely unchanged.
- 2.2.2 Overdue debtors (older than 92 days), have increased \$0.497 million to \$4.4 million (25.52% of total debtors compared to 25.15% reported on 31 December 2013). This is covered in more detail in the Overdue Debtors' report.
- 2.2.3 Debts of \$202,000 have been written-off year to date, compared to \$157,000 at the same time last year. The significant increase is due to the write-off of two debtors which have been placed into liquidation, This includes \$74,193 (gst incl) owed by ACB Contracting Limited (in liquidation) which Council resolved to write off on 27 February 2014. Further details are provided in **Appendix 2**. The main reason for the write-off in residential rents is that debtors cannot be located. The library debt written off comprises a large number of relatively small amounts where debtors cannot be located and/or the individual debt is considered to be uneconomical to collect.

(3 Cont'd)



3. FINANCIAL IMPLICATIONS

3.1 There are no financial implications other than those stated above.

4. COMMITTEE AND STAFF RECOMMENDATION

4.1 It is recommended that the Council receive this report.

(3 Cont'd)

Appendix 1 – Key Treasury Risk Positions and Policy Limits
as at 31 March 2014

LIABILITY MANAGEMENT POLICY

1. Funding Risk

Period to maturity	Policy	Actual	
0-3 years	10 - 60%	39%	Within limits
3-5 years	20 - 60%	42%	Within limits
5 years plus	15 - 60%	19%	Within limits

2. Borrowing Ratios

Ratio	Limit	Actual	
Net debt as a % of equity	< 20%	10%	Within limits
Net debt as a % of revenue *	< 250%	79%	Within limits
Net interest as a % of revenue *	< 20%	3%	Within limits
Net interest as a % of rates	< 30%	7%	Within limits
Liquidity **	> 110%	139%	Within limits

* Revenue is total revenue excluding non-govt capital contributions

** Liquidity is (debt + committed facilities + cash) as a % of debt

3. Credit Risk Limits (interest rate risk management instruments)

Bank	Policy (\$m)	Actual (\$m)	
ANZ	200	172	Within limits
BNZ	200	10	Within limits
Westpac	200	76	Within limits

4. Interest Rate Risk

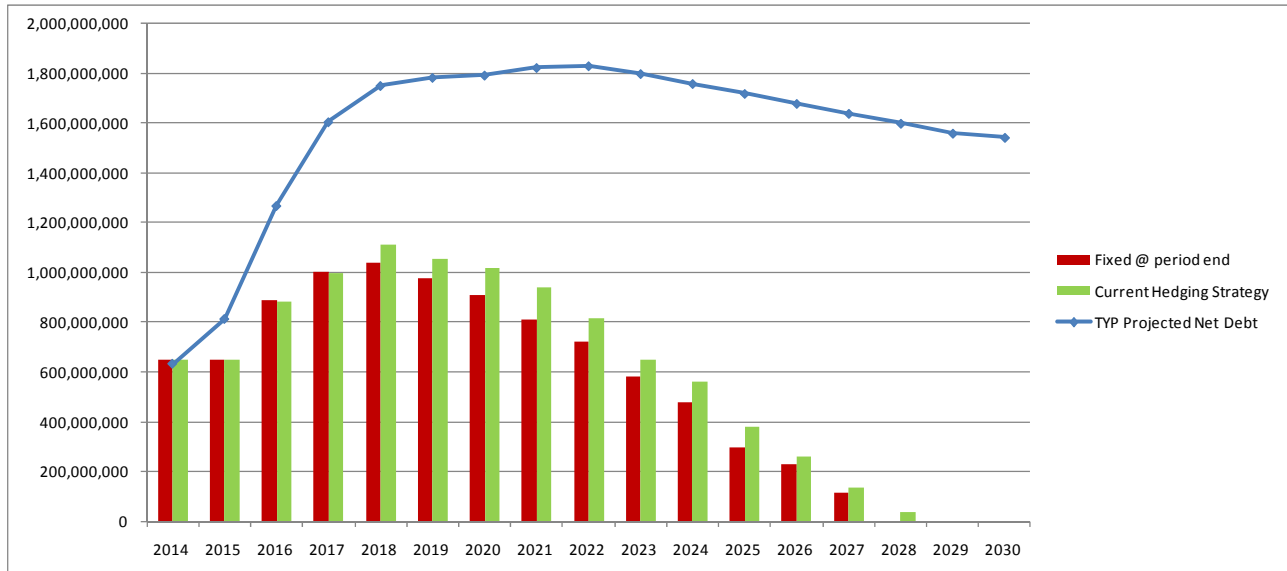
	Policy	Actual	
Master fixed / floating control *	50 - 95%	56%	Within limits
Fixed rate re-pricing: **			
-- 0-3 years	15 - 60%	n/a	Suspended **
-- 3-5 years	15 - 60%	n/a	Suspended **
-- 5 years plus	10 - 60%	n/a	Suspended **

* the master limit is the maximum amount of hedging currently in place, expressed as a % of the June 2016 projected debt balance

** fixed rate repricing limits have been suspended at the May-13 Corporate & Financial Committee meeting (ratified by the 27-Jun-13 Council) to enable adequate hedging to be established over future higher debt levels

(3 Cont'd)

Appendix 1 (continued)



Current Hedge Profile

The current amount of interest rate hedging is identified by the red bars compared with the net debt projection from the TYP (blue line). The green bars are the current Treasury Review Team strategy for further hedging until more certainty around timing of debt drawdown is determined.

(3 Cont'd)

Appendix 1 (continued)

INVESTMENT POLICY

Maximum Permitted Exposures

Counterparty	Rating (minimum)	Limit (\$m)
NZ Registered Supranationals	AAA	70
New Zealand Government	A-	unlimited
LGFA	A-	100
NZ Registered Banks	BBB+	100
SOEs	BBB+	20
Corporate Debt	BBB+	10
Local Government Debt (rated)	BBB+	40
Local Government Debt (unrated)	n/a	25
Other (as approved)	n/a	10

Current Exposures *

Counterparty	Policy (\$m)	Actual (\$m)	
ANZ Bank	100	14.5	Within limits
ASB Bank	100	55.0	Within limits
Auckland International Airport	10	3.5	Within limits
BNZ Bank	100	13.6	Within limits
Canterbury Museum Trust Board	10	2.6	Within limits
Christchurch Arts Festival Ltd	10		Within limits
Endeavour I-Cap	10	1.1	Within limits
Far North DC	25		Within limits
Fonterra Co-op Group	10	3.0	Within limits
Horowhenua DC	25		Within limits
HSBC Bank	100		Within limits
Interstar NZ Millennium Trust	10	0.1	Within limits
Kiwibank	100		Within limits
LGFA	100	10.0	Within limits
Manukau DC	25		Within limits
Masterton DC	25		Within limits
New Plymouth DC	10		Within limits
Rabobank	100	21.5	Within limits
Rotorua DC	25	5.0	Within limits
Selwyn DC	25		Within limits
Tauranga CC	40	5.0	Within limits
Transpower Finance Ltd	10		Within limits
Westpac Bank	100	8.0	Within limits
Whangarei DC	25		Within limits

* CCC & CEF investments combined

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(3 Cont'd)

Appendix 2

													Appendix 2	
Debt written off - summary report														
	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total	%
Write Offs > \$2000.00	-	3,683.77	-	-	7,333.56	-	3,252.78	-	90,270.57	-	-	-	104,540.68	51.85%
Write Offs =< \$2000.00	19,108.74	10,397.27	13,492.72	11,445.99	4,710.27	11,157.35	6,053.26	6,070.97	14,638.83	-	-	-	97,075.40	48.15%
Total to approve	19,108.74	14,081.04	13,492.72	11,445.99	12,043.83	11,157.35	9,306.04	6,070.97	104,909.40	-	-	-	201,616.08	
Breakdown:														
Parking									8,680.00				8,680.00	4.31%
Residential Rents	4,466.70	1,397.18	4,555.23	3,127.55	290.97	55.20	4,144.48	1,040.97	3,596.89				22,675.17	11.25%
Regulatory		215.98		177.66	7,333.57				11,014.76				18,741.97	9.30%
Dogs		152.00		965.00	1,735.50	2,360.00	163.50	443.00	472.10				6,291.10	3.12%
Library	8,381.32	4,926.34	5,821.08	4,789.58	2,111.99	6,402.15	2,094.38	3,759.54	5,708.94				43,995.32	21.82%
Sundry	3,472.72	7,148.31	1,949.65	2,386.20	571.80	2,340.00	375.84	562.50	303.31				19,110.33	9.48%
Recreation & Sport							719.81	264.96	940.59				1,925.36	0.95%
Customer in Liquidation			1,166.76						74,192.81				75,359.57	37.38%
Abandoned Vehicle													-	0.00%
Street Pole		241.23					1,808.03						2,049.26	1.02%
Commercial	2,788.00												2,788.00	1.38%
Others													-	0.00%
Total 2013-2014	19,108.74	14,081.04	13,492.72	11,445.99	12,043.83	11,157.35	9,306.04	6,070.97	104,909.40	-	-	-	201,616.08	
Total 2012-2013	10,373.13	14,071.16	25,272.79	34,234.74	13,647.56	9,024.40	6,427.56	25,999.77	18,286.21	6,235.81	23,372.94	29,454.56	216,400.63	
Variance to Last Year	8,735.61	9.88 -	11,780.07 -	22,788.75 -	1,603.73	2,132.95	2,878.48 -	19,928.80	86,623.19 -	6,235.81 -	23,372.94 -	29,454.56 -	- 14,784.55	

Note: Recreation & Sport has been added as a new category for the March quarter. Debts written off in this category are principally membership fees and were previously reported in the Sundry category. Recreation & Sport write offs for July – December continue to be reported in the Sundry category.

4. EARTHQUAKE CLAIMS UPDATE AS AT 31 MARCH 2014

		Contact	Contact Details
General Manager responsible:	Chief Financial Officer		
Officer responsible:	Corporate Finance Manager	Y	Diane Brandish DDI: 941 8454
Author:	Earthquake Claims Manager		

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 This report is a regular monthly update on insurance matters relating to the earthquakes. It provides details of the status of these matters as at 31 March 2014.

2. EXECUTIVE SUMMARY

- 2.1 Attached are appendices with brief notes of explanation showing summaries of:
- 2.1.1 Recoveries summary status as at 31 March 2014 (**Appendix 1**) – provides information on costs incurred and recoveries accrued and received.
 - 2.1.2 Main Claim Head progress summary as at 31 March 2014 (**Appendix 2**) – provides a brief summary of the current insurance status for each claim head and the actions planned for the next two months.
 - 2.1.3 Insurance update and progress on anchor projects as at 31 March 2014 (**Appendix 3**) – provides the project and insurance status and payment on claims' details for each of the major facilities.
 - 2.1.4 Earthquake claim progress summary as at 31 March 2014 (**Appendix 4**) – provides financial information for each of the main claim heads, including major facilities. An extra column has been added to give an indication of where claims are to be lodged in the next three months.
 - 2.1.5 Building and Infrastructure Improvement Allowance balance as at 31 March 2014 (**Appendix 5**) – provides details of allocations made from the allowance and the current balance available.
- 2.2 Overall, progress continues to be made in working through the insurance claim process although there has been little movement reported in the appendices.

3. COMMENT

- 3.1 Claim Status
- 3.1.1 Our focus on all asset categories is to reach agreement with our insurer on as many claims as possible in preparation for the resolution of Civic's dispute with its reinsurers in 2014.
 - 3.1.2 Claims on several large assets during have been prepared and were formally lodged by April 11th. These include Wastewater Pump Stations 15, 36 and 63, Huntsbury Reservoir, and equipment at the Christchurch Wastewater Treatment Plant.
 - 3.1.3 The Crown – CERA paid SCIRT \$14.9 million in March for their estimated share of SCIRT February works. A washup payment of \$26 million is expected in April covering costs to 30 June 2013. The claim was lodged in September 2013.
 - 3.1.4 Insurance claims – details of the status of each main claim head are outlined in Appendix 2. Councillors have been briefed on the reinsurance issues that our insurer is working through. Appendix 4 outlines financial information for each main claim head.
- 3.2 Building/Infrastructure Improvement Allowance Borrowing
- 3.2.1 Details of movements in the allowance since last reported are as follows:

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	MEETING DATE	\$
Balance available for allocation per February Report		\$56,325,195
Plus funds returned as procurement of second high quality grass sports pitch at Garrick Park is not possible		170,000
Less Council allocations:		
Walsall Street, Addington increase in stormwater pipe size	25/03/14	90,921
Central city tactile pavers	25/03/14	53,855
Denton Oval amenity block	25/03/14	130,000
Balance available to be allocated as at 31 March 2014		\$56,220,419

- 3.2.2 There are a number of projects that are being funded from the allowance ahead of insurance settlements. The insurance estimates at the time of Council funding approvals were \$3.97 million. Any insurance proceeds for these projects will be credited to the allowance as funds are received. There is also \$1.15 million allocated as pitch underwrites which will be credited to the allowance once recoveries are received.
- 3.2.3 A full list of allocations made from the allowance is attached to this report as Appendix 5.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no direct financial implications from this report.

5. COMMITTEE CONSIDERATION

The Committee requested that staff provide a breakdown of the \$8,680 parking write-off and the \$11,014.76 Regulatory write-off to Committee members.

5. COMMITTEE AND STAFF RECOMMENDATION

It is recommended that the Council receive the report.

5. MONA VALE HOMESTEAD – NEW LEASE OPTIONS

		Contact	Contact Details
Executive Leadership Team Member responsible:	Director Corporate Services	N	
Officer responsible:	Sue Chappell	Y	941-8671
Author:	Luke Rees-Thomas, Leasing Consultant	Y	941 - 8504

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 The Council has been approached by the previous tenant of the Mona Vale Homestead with a request that Council unilaterally negotiate a new lease with them to commence when the earthquake repairs are complete.
- 1.2 The purpose of this report is to provide leasing options and recommend to elected members, based on the information available at present, a process to be adopted to re-tenant the property. The resolution sought will facilitate a response to the previous tenants request and enable a re-tenancing process to be initiated.

(5 Cont'd)

2. EXECUTIVE SUMMARY

- 2.1 The Mona Vale Homestead is owned by the City Council and listed as a Group 1 Heritage building. The land is held as 'Pleasure ground' and regulated under the Local Government Act 2002.
- 2.2 From 1978 to 2011, the owners of Continental Catering and Events (D F & J A Ward Ltd) leased the Mona Vale Homestead from the Council.
- 2.3 As a result of the 22 February 2011 earthquake events, the Homestead was damaged and Continental's site operations put on hold.
- 2.4 At this time the tenant's lease (on the Homestead) held a final expiry date of 30 June 2014, with no further rights of renewal.
- 2.5 Following investigations into the building's structure, it was determined that the repair decision and works would endure a period exceeding that of the tenant's remaining lease tenure.
- 2.6 On 20 May 2011, Council staff communicated to the tenant that the lease was to terminate via clause 26.1 of the agreement, due to the premise being 'un-tenantable' **(Attachment 1)**.
- 2.7 Following lease termination, the repair programme gathered pace to a stage where the repair costs and upgrades options were detailed.
- 2.8 On 30 January 2014, Councillors were contacted by Greg Ward (Continental, Managing Director) who provided an update on the company's position which included their desire to commence new lease negotiations for the Homestead. **(Attachment 2)**.
- 2.9 On 31 January 2014, Council resolved to repair and strengthen the Homestead to 67 percent NBS, at an estimated cost to the Council of \$600,416 (insurance shortfall).
- 2.10 Normal Council process requires staff to publically advertise the lease and request expressions of interest.
- 2.11 This report seeks to summarise the situation at hand and provide two avenues from which a new tenant can be acquired.

3. BACKGROUND

- 3.1 Mona Vale Homestead (originally known as Karewa) was designed by noted architect J.C. Maddison and built in 1899-1900 for Christchurch accountant Frederick Weymouth. Annie Townsend, the only daughter of prominent North Canterbury runholder, George Moore of Glenmark Station, acquired the Homestead in 1905. She added two gatehouses (c1905) and developed the grounds which included a fernery and bathhouse.
- 3.2 The heritage significance of the Mona Vale Homestead is recognised at the highest level by the Christchurch City Council and New Zealand Historic Places Trust Pouhere Taonga (NZHPT). It is listed in the Christchurch City Plan as a Group 1 heritage item, the protection of which is considered essential, and in the NZHPT Register as a Category 1 Historic Place because of 'its special or outstanding historical heritage significance or value'. **(Attachment 3)**.
- 3.3 The Ward Family of Rangiora (David, Joan & Greg) have owned and operated the local catering company 'Continental Catering Limited' for 49 years.

(5 Cont'd)

- 3.4 David and Joan Ward leased the Mona Vale Homestead from the Council from 1978. During this term Continental operated their restaurant on site and successfully coordinated a venue from which many events and weddings were held.
- 3.5 As mentioned in Paragraph 2.7, the lease on the Homestead was terminated in May 2011 due to the damage resulting from the February 2011 earthquake.
- 3.6 The Wards obtained a separate licence after the earthquake events of 2011 to allow them to occupy the Mona Vale 'Iris Lawn'. This allowed the Licensee to utilise the lawn on up to 12 occasions during the licence term of 3 years as a function venue as the Homestead was no longer open. This licence expires on 31 October 2014.
- 3.7 With the property vacant and the repair strategy for the Homestead finalised, the details were reported to Council on 31 January - which are summarised as follows:
 - 3.7.1 The building was predominantly damaged in the February 2011 earthquake, although minor damage was also sustained in the September 2010 event.
 - 3.7.2 The exterior brick veneer is heavily damaged. There is significant cracking to the masonry walls, foundations and columns, and severe structural damage to the dining wing and rear entrance portion of the building. Brick chimneys have collapsed, internal walls, ceilings and foundation have cracks to varying degrees, from minor to severe.
 - 3.7.3 Prior to the earthquakes, the building was believed to be 33 percent NBS, however the Quantitative DEE in July 2011 determined the actual level to be 5% NBS and therefore an earthquake prone building.
 - 3.7.4 The Insurer approved repairs will raise the premise to 33 percent NBS and the cost for Council to fund strengthening works to 67 percent NBS have been costed at \$600,416.
 - 3.7.5 Council resolved on 31 January 2014 to proceed and allocate funds for the strengthening scheme to a level of 67 percent NBS.
 - 3.7.6 The building is insured for \$3,922,202 and the total repair budget is \$2,806,527.
 - 3.7.7 Repair work on the building is expected to commence May 2014 and run for duration of 18 months. It is likely that the re-opening of Mona Vale Homestead will be approximately at the end of 2015.
- 3.8 The Council has now been approached by the previous tenants with intentions of negotiating a new lease agreement on the premise (**Attachment 2**).
- 3.9 It is understood by council staff that some Councillors are in support of a new lease to the previous occupier.
- 3.10 Council process and standard practice requires staff to publically advertise the lease and request expressions of interest from prospective tenants in accordance with the Local Government Act 2002 and procurement guidelines as set down by the Office of the Auditor General.
- 3.11 There is an opportunity at this stage of the repair programme to include a tenant within the refurbishment strategy for the building, however there are pro's and cons for such a scenario:
 - 3.11.1 Input from the tenant at this time may benefit the long term viability of the premise with efficient planning and placing of fit-out fixtures and fittings.

(5 Cont'd)

- 3.11.2 Fit-out contribution costs may be reduced for both Landlord and Tenant if forward thinking is incorporated and a cost share agreed upon.
- 3.11.3 The further planning for fit-out inclusions may delay the current repair programme and incur additional costs for Council, which are not budgeted for.
- 3.11.4 The tenant's fit-out specifications for the premise have not been detailed and will be required to meet rigorous limitations under the heritage building status.
- 3.11.5 The Council's Facilities Rebuild Team has not had an opportunity to explore preferences for the inclusion of a prospective tenant in the refurbishment process.
- 3.12 Certainly it is preferential for the Council to acquire an experienced tenant to ensure lease security over the medium to long term. Should the lease be taken to market, there are expected to be limited applicants who will achieve the level of criteria which the Mona Vale premise demands.
- 3.13 Outside of the current use (hospitality venue), no other uses for the premise have been identified at this stage.

4. COMMENT

- 4.1 The Local Government Act 2002 section 14 requires a local authority to 'conduct its business in an open, transparent and democratically accountable manner'. As such, Council practice provides that a pending commercial lease be taken to the market for expressions of interest or tender unless there is substantive reason to deal unilaterally with the current tenant.
- 4.2 It should be noted that this does not preclude the existing tenant from tendering or being prejudiced through such a process. Furthermore without commenting on the existing tenant if they were a good operator they should back themselves through such a process. The Council also needs to be cognisant of the fact that continually leasing a public facility to the same tenant lease after lease, without a contestable process, may be seen as inequitable by other potential operators and the public.
- 4.3 Comments have been made that several Council tenants in similar earthquake related situations, have returned to their premises following the repair of said buildings, for example; YHA Hostel and Curators House. However, it needs to be understood that these tenants had existing unexpired lease terms that exceeded the expected repair programmes and were therefore not terminated as a result of earthquake damage in accordance with the lease terms and conditions. In these instances the rental payments have been abated until the tenants were able to return to the premises.

5. FINANCIAL IMPLICATIONS

- 5.1 Should a new lease be negotiated between Council and the previous tenant, the Council will benefit from lease security with Continental being a proven performer in the hospitality industry.
 - 5.1.1 The costs to coordinate and set-up a new agreement would be minimal, utilising internal Council resources and no advertising required.
 - 5.1.2 It is noted that DF & JA Ward had an excellent rental payment history covering their previous lease period.

(5 Cont'd)

- 5.2 Should the Council take the property to the market and tender a new lease publically, there is expected to be a greater level of cost incurred. These costs will come in the form of advertising, external agent's fees and internal processing resources.
- 5.3 With both of the leasing options provided, it is expected that the Council will benefit from continued revenue by way of a market rental and potentially a percentage rent portion included. Market indication will be sought by an external Valuer at the time.
- 5.4 It is likely that should a new lease of the Homestead be negotiated, an extension of the Iris Lawn licence will be required on a similar duration.

6. STAFF RECOMMENDATION

That the Council recommend that staff be instructed to:

- 6.1 Call for expressions of interest for the lease of the Mona Vale Homestead in accordance with procurement guidelines and the Local Government Act to ensure that the best use and tenant are sourced for the occupation of this historic building.
- 6.2 Establish a panel of internal staff stakeholders for purposes of reviewing and critiquing the received expressions of interest, with an intention of securing the most suitable lessee for the premise.
- 6.3 Grant delegated authority for the Corporate Support Manager to negotiate and conclude a new lease on the Homestead, in accordance with procurement guidelines and based on market terms and rates at the time.

7. COMMITTEE CONSIDERATION

The Committee requested a briefing from the Project Manager regarding the Mona Vale Homestead repair project.

8. COMMITTEE RECOMMENDATION

That the staff recommendation be adopted.

PART B - REPORTS FOR INFORMATION

6. DEPUTATIONS BY APPOINTMENT

6.1 ROD DONALD BANKS PENINSULA TRUST

Suky Thomson from the Rod Donald Banks Peninsula Trust addressed the Committee in support of the process for appointing new trustees as outlined in the Appointment of Trustees to the Rod Donald Banks Peninsula Trust report.

PART C – DELEGATED DECISIONS

7. DECLARATION OF INTEREST

Andrew Turner, who is a trustee on the Banks Peninsula Rod Donald Trust, declared an interest in Clause 1 of these minutes and took no part in the voting on this item.

8. RESOLUTION TO BE PASSED – SUPPLEMENTARY REPORT

The Committee **resolved** to receive and consider the Central City Car park Update.

The Committee **resolved** that the Performance Report for the Nine Months to 31 March 2014 be considered at its June 2014 meeting.

9. RESOLUTION TO EXCLUDE THE PUBLIC

The Committee **resolved** to adopt the resolution set out on pages 63 and 275 of the agenda.

The Committee **resolved** to readmit the public at 11.29am

The meeting concluded at 11.29am.

CONSIDERED THIS 22 DAY OF MAY 2014

MAYOR

Dated

12 July

2010

DECLARATION OF TRUST

relating to

ROD DONALD BANKS PENINSULA TRUST
TE PATAKA O RAKAIHAUTU

Settlor

THE CHRISTCHURCH CITY COUNCIL

Trustees

THE PERSONS LISTED IN SCHEDULE 1

I, Simon George Muthuk, certify that this
document is a true and correct copy of the Declaration of Trust
dated 12th July 2010.

Certified at Christchurch this 12th day of July 2010

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DECLARATION OF TRUST

relating to

ROD DONALD BANKS PENINSULA TRUST
TE PATAKA O RAKAIHAUTU

DATED

12 July

2010

PARTIES

- (1) THE CHRISTCHURCH CITY COUNCIL (the "Settlor")
- (2) THE PERSONS LISTED IN SCHEDULE 1 (the "Initial Trustees")

RECITALS

- A. The Settlor has paid an amount of \$1.00 to the Initial Trustees. The Trust Fund shall comprise the initial \$1.00 and any other money or property hereafter paid to or transferred to the Trustees with the direction that it be held on the trusts set out in this Deed.
- B. The Settlor and the Initial Trustees wish to enter into this Deed for the purpose of creating a charitable trust for the benefit of the present and future residents of the Region.
- C. The Initial Trustees wish to incorporate themselves as a Trust Board pursuant to Part II of the Charitable Trusts Act 1957.
- D. This Deed declares and constitutes the Trust, specifying its objects, and providing for its control, government and regulation.

IT IS DECLARED

1. GENERAL

1.1 In this Deed the following terms shall, where the context admits, have the following meanings:

- (a) "**Concessionary Provisions**" means sections CW 41 (charities: non-business income), CX 25 (benefits provided by charitable organisations), DB 41 (gifts of money by company), DV 12 (Maori authorities: donations) and LD1 (credit in respect of gifts of money) of the Income Tax Act 2007 and section 73(1) of the Estate and Gift Duties Act 1968;
- (b) "**Income**" means the income earned by the Trust, including donations and grants;
- (c) "**Region**" means the area within the district administered by the Banks Peninsula District Council immediately prior to its amalgamation with the Christchurch City Council;

- (d) **"Trust"** means the charitable trust declared and constituted under this Deed;
- (e) **"Trustees"** means the Trustees for the time being of the Trust (including the Initial Trustees); and
- (f) **"Trust Fund"** means any money, investments or other property paid or given to or acquired by the Trustees after this Deed has been executed with the intention that it be held by the Trustees in accordance with the trusts and other provisions of this Deed.

1.2 In this Deed the following provisions shall apply:

- (a) references to clauses are to clauses of this Deed;
- (b) references to schedules are to schedules in this Deed;
- (c) references to this Deed include its schedules;
- (d) references to the provisions of any Act shall be construed as a reference to those provisions as modified, extended or replaced by any statute for the time being in force;
- (e) words importing the singular include the plural and vice versa;
- (f) "including" and similar words do not imply any limitation;
- (g) words importing one gender include the others; and
- (h) the contents page and the headings to clauses are for convenience only and are not part of the content of this Deed.

2. ACKNOWLEDGMENT OF TRUST

- 2.1 The Settlor directs that the Trustees and the Trustees acknowledge that they have been directed, to hold the Trust Fund upon the trusts and with the powers set out in this Deed.

3. NAME OF TRUST

- 3.1 The Trust is known as the Rod Donald Banks Peninsula Trust but the Trustees may amend or change the name.

4. OBJECTS OF TRUST

- 4.1 The Settlor declares that the Trust is a trust for charitable purposes for the benefit of the present and future inhabitants of the Region and visitors to the Region and further declares and directs that the Trust Fund may be applied and used exclusively by the Trustees for the following general purposes within the Region (the **"Objects"**), namely:
- (a) to promote sustainable management and conservation (consistent with the purposes and principles of the Resource Management Act 1991 and the Conservation Act 1987 and any replacement legislation) of the natural environment in the Region;

- (b) to establish, support or facilitate environmental based projects that are focussed on:
 - (i) the maintenance and development of recreation facilities including parks, reserves, walkways and affordable camping grounds in the Region;
 - (ii) providing public access to recreation facilities including parks, reserves, walkways and affordable camping grounds in the Region;
 - (iii) the reinstatement and preservation of native vegetation in the Region;
 - (iv) the enhancement of the natural biodiversity of the Region;
 - (v) the restoration of the Region's waterways to their natural state; and
 - (vi) the protection of native endangered species present in the Region;
- (c) to establish, support or facilitate projects that are focussed on the protection, preservation and enhancement of areas of historical or cultural significance, or the built heritage of the Region;
- (d) to undertake or facilitate in any other way research projects or scientific enquiries to carry out the Objects;
- (e) to provide educational opportunities to further the public's understanding or enjoyment of the natural, historical and cultural qualities of the Region;
- (f) to commission or otherwise support research and monitor projects relating to the status and quality of the natural and physical environment throughout the Region;
- (g) to purchase or lease land to:
 - (i) carry out any improvements on land for the sustainable management of the environment or more general environmental or conservational purposes of the Trust;
 - (ii) provide facilities or opportunities for the educational purposes of the Trust;
- (h) to source and allocate funds for projects which support, promote or otherwise contribute to the Objects;
- (i) to seek the support and involvement of appropriate persons, organisations and agencies, (including the Settlor), and work alongside or collaboratively with such persons, organisations and agencies to carry out the Objects;
- (j) to hold seminars, tutorials and lectures within the Region and throughout Canterbury to demonstrate research relating to the objects, and to encourage the public to become involved with or to generally promote the aims and purposes of the Trust to the community;
- (k) to carry out any other charitable purpose which is capable of being carried out in connection with the Objects or may directly, or indirectly, advance the Objects;
- (l) to raise money and to seek, accept and receive gifts, donations, grants, endowments, legacies and bequests of money or in kind for the Objects; and

- (m) to do all such other acts and things that are incidental or conducive to the attainment of the Objects.

4.2 In pursuance of the Objects, the Trustees will have regard to:

- (a) the views of Te Hapu o Ngati Wheke (Rapaki), Te Runanga o Koukourarata, Wairewa Runanga, Te Taumutu Runanga and Onuku Runanga in respect of the value of the Region's Mana Whenua (Land), Mana Moana (Waterways) and Mana Tangata (People);
- (b) the potential for alignment between the activities of the Trust and any existing or future projects or initiatives of the Settlor;
- (c) whether other sources of funding or support are available, including assistance provided through industry or regional development policies and programmes of local authorities or central government;
- (d) the objectives, roles and activities of any other organisation engaged in similar activities in the Region; and
- (e) any other matters that they believe are relevant.

4.3 The Objects of the Trust are and shall be charitable and shall not include or extend to any matter or thing which is or shall be held or determined to be non-charitable. Any private benefit which is conferred on any individual or individuals must be incidental to the pursuit by the Trust of the Objects. The powers and purposes of the Trustees shall be restricted accordingly and limited to New Zealand.

4.4 Unless the context requires otherwise, none of the Objects will be deemed subsidiary or ancillary to any other Object and the Trustees may pursue any one or more of those Objects independently of the other Objects.

4.5 If as a result of any change in the law, including any change brought about by the enactment of new legislation or the amendment or repeal of existing legislation or by any change in the official interpretation or application of any such legislation, it is at any time necessary to modify the terms of this Deed in order to achieve or preserve the availability of any concession in relation to the Trust under any of the Concessionary Provisions, then notwithstanding clause 18, the terms of this Deed will at that time be deemed to be modified to the extent necessary, unless the Trustees have determined that eligibility for the benefit of a Concessionary Provision is not required in the best interests of pursuing the Objects.

5. POLICIES AND PROCEDURES OF TRUST

5.1 The Trustees will develop and will from time to time review and alter the policies and procedures which they will follow in administering the Trust and in particular in distributing the Trust Fund in order to pursue the Objects.

6. DONATIONS

- 6.1 The Trustees may accept any property that is donated to the Trust.
- 6.2 The Trustees must not accept any property subject to any condition that is inconsistent with the achievement of the Objects.
- 6.3 All property donated to the Trust will form part of the Trust Fund.

7. INVESTMENT OF TRUST FUND

- 7.1 The Trustees will invest any part of the Trust Fund which is not presently required for the pursuit of the Objects in accordance with the investment policies and guidelines set by the Trustees from time to time.

8. POWERS AND DISCRETIONS OF TRUSTEES

- 8.1 In addition to the powers, authorities and discretions vested in the Trustees by law or by this Deed, but subject to any specific or general prohibitions or restrictions on investment or trustee powers contained in this Deed, the Trustees in giving effect to the Objects in their discretion may at all times and from time to time exercise the fullest possible powers and authorities on such terms and conditions and in such manner and by such means as they think fit, as if they were the beneficial owners of the Trust Fund.
- 8.2 Without prejudice to the generality of clause 8.1, the Trustees have the powers set out in Schedule 2 and may in their discretion exercise any one or more of those powers in pursuit of the general administration of the Trust.

9. ELIGIBILITY FOR TAX CONCESSIONS

- 9.1 The Trustees must do all things necessary to ensure the availability of concessions in relation to the Trust under each of the Concessionary Provisions, unless in relation to any such provision the Trustees have determined that eligibility for the benefit of that provision is not required in the best interests of pursuing the Objects.
- 9.2 Without limiting the generality of clause 9.1, the things to be done under that clause include:
 - (a) maintaining registration with the Charities Commission under the Charities Act 2005; and
 - (b) complying with all relevant obligations under the Charities Act 2005, the Income Tax Act 2007, the Estate and Gift Duties Act 1968 and the Tax Administration Act 1994.

10. INCORPORATION

- 10.1 The Trustees will forthwith take all necessary steps to become incorporated under Part II of the Charitable Trusts Act 1957.

11. PECUNIARY PROFIT AND BENEFITS AND ADVANTAGES

11.1 No private pecuniary profit shall be made by any Trustee, except that (but subject to clause 11.3):

- (a) the Trustees may receive full reimbursement for all costs, charges and expenses properly incurred by the Trustees in connection with the affairs of the Trust; and
- (b) the Trustees may receive (and may also pay to any person) reasonable and proper remuneration in return for services actually rendered to the Trust.

11.2 The Trustees, in determining all reimbursements, remuneration and charges payable in terms of this Deed, must ensure that the restrictions imposed by clause 11.3 are strictly observed.

11.3 Notwithstanding anything to the contrary in this Deed, no remuneration or benefit or advantage (regardless of whether it is convertible into money) or income of the kind referred to in section CW 42(1) of the Income Tax Act 2007 shall be paid or afforded to or received or gained or achieved or derived by any person if the payment of such income would deny the Trustees an exemption from tax or income derived by the Trustees from the carrying on of any business by, or for, or for the benefit of the Trustees, by reason of section CW 42(1)(b) of the Income Tax Act 2007.

11.4 A person who, in the course of and as part of the carrying on of his or her business of a professional public practice, renders professional services to the Trust, shall not, by reason only of his or her rendering professional services to the Trust, be in breach of clause 11.3.

11.5 Nothing expressed or implied in this Deed will permit the activities of the Trustees to be carried on for the private benefit of any person so as to affect:

- (a) the operation of the Trust for exclusively charitable purposes in accordance with New Zealand law and not for private profit; or
- (b) the availability of any concession in relation to the Trust under any of the Concessionary Provisions, unless in relation to any such provision the Trustees have determined that eligibility for the benefit of that provision is not required in the best interests of pursuing the charitable purposes of the Trust.

12. TRUSTEES

12.1 The Initial Trustees are the first Trustees of the Trust.

12.2 The provisions of this Deed dealing with the number, appointment, payment and cessation of office of the Trustees are set out in Schedule 3.

12.3 The provisions relating to meetings of the Trustees are set out in Schedule 4.

13. INTERESTED TRUSTEES

- 13.1 A conflict of interest exists for a Trustee whenever a Trustee, whether directly or indirectly, has a material interest in any contract or proposed contract for arrangement or dealing with the Trust, in which case the relevant Trustee shall disclose the nature of that interest at a meeting of the Trustees and such disclosure shall be recorded in the minutes of the meeting.
- 13.2 A Trustee required to disclose an interest by clause 13.1 may be counted in a quorum present at a meeting but shall not vote in respect of the matter in which the Trustee is interested (and if the Trustee does so the vote shall not be counted) provided that the Trustee may expressly be permitted to vote by a unanimous vote of the other Trustees present given after the disclosure of the interest.
- 13.3 If any question shall arise at any meeting as to the materiality of a Trustee's interest or as to the entitlement of any Trustee to vote and such question is not resolved by the Trustee voluntarily agreeing to abstain from voting, such question shall be referred to the chairperson of the meeting and his or her ruling in relation to any such Trustee shall be final and conclusive except in the case where the nature or extent of the interests of the Trustee concerned have not been fairly disclosed.
- 13.4 Without limiting the generality of clauses 13.1 and 13.3, no person shall be deemed for the purposes of this clause 13 to have a disqualifying interest in respect of any matter concerning the Trust merely by reason of that person being:
- (a) an inhabitant of the Region; or
 - (b) an actual or potential user of the native bush, environmental projects, camping grounds, parks, reserves and walkways established, maintained or otherwise supported by the Trust.

14. EXECUTION OF DOCUMENTS

- 14.1 Whenever the Trustees need to sign or attest any deed, agreement or contract pursuant to a resolution of the Trustees, it will be sufficient for that deed, agreement or contract to be signed or attested by any 2 of the Trustees.

15. LIMITATION OF LIABILITY AND INDEMNITY

- 15.1 The Trustees are not liable for the consequence of any act or omission or for any loss unless the consequence or loss is attributable to their dishonesty or to the wilful commission by them of any act known by them to be a breach of trust or to the wilful omission by them of any act when the omission is known by them to be a breach of trust.
- 15.2 No Trustee is bound to take any proceedings against a co-trustee for any breach or alleged breach of trust by the co-trustee.
- 15.3 The Trustees are fully indemnified by and out of the Trust Fund for any loss or liability which they incur in the carrying out or omission of any function, duty or power of the Trustees under this Deed and in respect of any outlay or expenses incurred by them in the management and administration of the Trust unless the loss or liability is attributable to their dishonesty or to the wilful commission

by them of an act known by them to be a breach of trust or to the wilful omission by them of an act when the omission is known by them to be a breach of trust. The indemnity given by this clause extends to any loss or liability which the Trustees after having ceased to act as such incur through the carrying out of any function, duty or power of the Trustees, whether the carrying out took place before, during or after the period in which a person was a Trustee.

16. ACCOUNTS, AUDIT AND REPORTING

- 16.1 The Trustees must ensure that proper financial records are kept for the Trust.
- 16.2 The financial records must present the Trust's receipts, credits, payments, assets, liabilities and all other matters necessary or appropriate in a way that shows the true state and condition of the financial affairs of the Trust. The Trust's balance date will be 30 June.
- 16.3 The Trustees will have the annual accounts of the Trust audited.
- 16.4 The financial records and annual accounts will be kept at the Trustees' office or at such other place as the Trustees think fit.
- 16.5 The Trustees will, within two months after the end of the first half of the Trust's financial year, report on the affairs of the Trust to the Settlor during that first half year, in such form as may from time to time be agreed between the Trustees and the Settlor, but such report to include the information required to be included in the Trust's statement of intent. In addition, the Trust will, within 3 months after the end of the Trust's financial year, provide an annual report on the Trust's operations during that year which (in addition to what is required under generally accepted accounting principles) must disclose matters required by law to be publicly disclosed by entities similar to the Trust.
- 16.6 The financial records and annual accounts must always be available to be inspected by the Trustees.
- 16.7 The annual report will be made available to the public.

17. BORROWING

- 17.1 The Trustees shall have the power to borrow and to give guarantees or charges over the Trust Fund.

18. AMENDMENT OF TRUST DEED

- 18.1 Subject to any relevant legislation for the time being in force and only with the prior written consent of the Settlor, the Trustees have the power by deed:
 - (a) to amend, revoke or add to any of the provisions of this Deed unless to do so would:
 - (i) amend, revoke or add to the Objects;
 - (ii) allow the Trust to operate other than for exclusively charitable purposes in accordance with New Zealand law or to operate for private profit;

- (iii) affect the eligibility of the Trust for the benefit of any of the Concessionary Provisions, unless in relation to any such provision the Trustees have determined that eligibility for the benefit of that provision is not required in the best interests of pursuing the Objects; or
 - (iv) enable a payment or application of any part of the Trust Fund in a manner that is inconsistent with the Objects; and
- (b) notwithstanding clause 18.1(a), to amend, revoke or add to this Deed including the Objects if and to the extent that it is necessary to do so for the Trust to qualify as a charitable trust under the Income Tax Act 2007 and the Charities Act 2005.

19. WINDING UP

19.1 The Trust may be wound up or dissolved by a resolution of all Trustees. The net assets of the Trust after payment of all its debts and liabilities shall be disposed of by the Trustees by vesting those assets in such manner as shall ensure the assets will be applied exclusively for such charitable purposes within New Zealand similar to the Objects, as the Trustees may by resolution determine at or before or during the winding up, provided the Trustees have first used their best endeavours to vest the net assets exclusively for such charitable purposes within New Zealand that are identical to the Objects.

20. GOVERNING LAW

20.1 The Trust will be governed by, and this Deed will be construed in accordance with, the laws of New Zealand.

EXECUTION

THE COMMON SEAL of)
THE CHRISTCHURCH CITY COUNCIL)
was hereunto affixed by and in the)
presence of:



Mayor/Councillor



Authorised Officer

EXECUTED as a DEED by
CLAUDIA REID
in the presence of

Signature

Witness signature

DIANE LINDSAY BRANDISH
Full name

c/- CHRISTCHURCH CITY COUNCIL
Address

ACCOUNTANT
Occupation

Note: The signature must be witnessed by an independent person

EXECUTED as a DEED by
STEWART MILLER
in the presence of

Signature

Witness signature

DIANE LINDSAY BRANDISH
Full name

c/- CHRISTCHURCH CITY COUNCIL
Address

ACCOUNTANT
Occupation

Note: The signature must be witnessed by an independent person

EXECUTED as a DEED by
GARRY MOORE
in the presence of

Signature

Witness signature

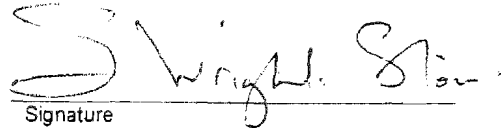
DIANE LINDSAY BRANDISH
Full name

c/- CHRISTCHURCH CITY COUNCIL
Address

ACCOUNTANT
Occupation

Note: The signature must be witnessed by an independent person

EXECUTED as a DEED by
STUART WRIGHT-STOW
in the presence of


Signature


Witness signature

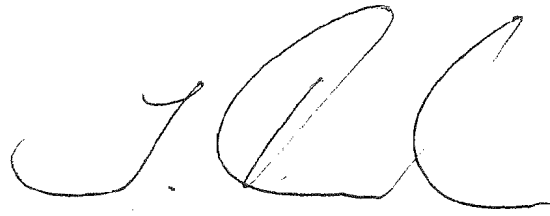
DIANE LINDSAY BRANDISH
Full name


c/- CHRISTCHURCH CITY COUNCIL
Address

ACCOUNTANT
Occupation

Note: The signature must be witnessed by an independent person

EXECUTED as a DEED by
TUTEHOUNUKU (NUK) KORAKO
in the presence of


Signature


Witness signature

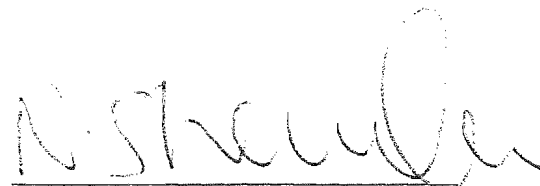
DIANE LINDSAY BRANDISH
Full name

c/- CHRISTCHURCH CITY COUNCIL
Address

ACCOUNTANT
Occupation

Note: The signature must be witnessed by an independent person

EXECUTED as a DEED by
NICOLA SHIRLAW
in the presence of


Signature


Witness signature

DIANE LINDSAY BRANDISH
Full name

c/- CHRISTCHURCH CITY COUNCIL
Address

ACCOUNTANT
Occupation

Note: The signature must be witnessed by an independent person

EXECUTED as a DEED by
SIMON GEORGE MORTLOCK
in the presence of

Signature

Witness signature

DIANE LINDSAY BRANDISH.
Full name

4- CHRISTCHURCH CITY COUNCIL
Address

ACCOUNTANT
Occupation

Note: The signature must be witnessed by an independent person

SCHEDULE 1
The Initial Trustees

Claudia Reid
PO Box 36
Diamond Harbour 8941

Stewart Miller
7 Heaphy Court
Rolleston 7614

Garry Moore
103 Warrington Street
Mairehau
Christchurch 8013

Stuart Wright-Stow
255 Okuti Valley Road
Little River 7591

Tutehounuku (Nuk) Korako
PO Box 210
Lyttelton 8841

Nicola Shirlaw
236 Wilsons Road
Waltham
Christchurch 8023

Simon Mortlock
PO Box 13174
Christchurch 8141

SCHEDULE 2

Powers of Trustees

1. Interpretation

1.1 In this schedule:

- (a) expressions or terms have the meanings given by the Trust Deed, unless the context requires otherwise; and
- (b) unless the context requires otherwise, references to clauses are to clauses of this schedule.

2. Powers of Trustees

2.1 The Trustees have power in accordance with clause 8 of the Trust Deed:

- (a) to invest the Trust Fund in accordance with policies determined by the Trustees from time to time;
- (b) to accumulate Income;
- (c) to enter into contracts for the provision of services to achieve the Objects;
- (d) to open and maintain a bank account and to decide who will be the signatories to that account;
- (e) to advertise the Trust and the Objects;
- (f) to obtain incorporation or registration of the Trust in accordance with any law from time to time in force relating to charitable trusts;
- (g) to appoint or engage or employ any person or company (including the Trustees) for any period:
 - (i) as an expert or professional person or entity to advise on or carry out any of the trusts and powers authorised by this Deed;
 - (ii) as an attorney or delegate for the Trustees in New Zealand or elsewhere for all or any of the purposes of the Trust;
 - (iii) as a manager or agent for or on behalf of the Trustees in all or any matters relating to the management and the control of the Trust; or
 - (iv) as an employee of the Trustees in all or any matters relating to the Trust;
- (h) to act upon any opinion or advice or information obtained from a person or entity referred to in clause 2.1(g)(i);

- (i) to determine all questions and matters of doubt which may arise in the course of the management, administration, investment, realisation, distribution, liquidation, partition, resettlement or winding up of the Trust Fund or the Trust, or to apply for directions under section 66 of the Trustees Act 1956;
- (j) generally to do all such other lawful acts and things that are incidental or conducive to the attainment of the Objects; and
- (k) subject to clauses 11.1 and 11.3 of the Trust Deed, to pay from the Trust Fund any costs or expenses incurred in the course of the Trustees discharging, carrying out or exercising any of their duties and powers.

SCHEDULE 3

Rules governing the number, appointment, payment and cessation of office of the Trustees

1. Interpretation

1.1 In this schedule:

- (a) expressions or terms have the meanings given by the Trust Deed, unless the context requires otherwise; and
- (b) unless the context requires otherwise, references to clauses are to clauses of this schedule.

2. Number of Trustees

2.1 There shall be up to 9 Trustees.

2.2 The Settlor will have the right to:

- (a) appoint up to 7 of the Trustees for such term of office (not exceeding three years, as provided for in clause 4) as it sees fit; and
- (b) remove any Trustee as it sees fit.

2.3 In exercising its power to appoint and remove Trustees, the Settlor will be mindful of the need to provide balanced representation in the Trust, including appropriate representation for relevant interest groups. In exercising such power the Settlor will comply with its policy on the appointment of trustees to a council controlled organisation and endeavour to ensure that the Trustees include persons possessing the generic and specific competencies identified by the Settlor from time to time as being desirable to be possessed by the Trustees.

2.4 Notwithstanding the foregoing powers of the Settlor, the Trustees may themselves co-opt from time to time persons from the Region to serve as additional Trustees but (for the avoidance of doubt) such persons so co-opted will be subject to the removal power of the Settlor. The Trustees will also be mindful of the need to provide balanced representation in the Trust as set out in clause 2.3.

2.5 The Trustees will have the power to appoint their chairperson and to determine the period for which he or she is to hold office, provided that the term of appointment of the first chairperson will be a period of one year.

3. Initial Trustees

3.1 Notwithstanding clause 4, the Initial Trustees will hold office until 30 June 2011.

3.2 The role of the Initial Trustees is to:

- (a) develop a model for the operation of the Trust and the achievement of the Objects;
- (b) investigate options for obtaining further contributions to the Trust Fund; and
- (c) consider appropriate projects for the Trust to support.

4. Term of Appointment

- 4.1 The term of each Trustee is up to 3 years from the date of appointment. Trustees may serve more than one term. No person may hold office as Trustee for more than nine consecutive years.
- 4.2 At the first meeting of the Trustees other than the Initial Trustees, every Trustee shall draw by ballot the length of his or her term of appointment, being either a 1, 2 or 3 year term, the intent being that after the ballot process has been completed the Trustees will be divided equally between 1, 2 and 3 year terms, with membership terms ending as at 30 June in each year. The term of appointment of the first Trustees (other than the Initial Trustees) will end on 30 June 2012, 2013 and 2014 respectively. Trustees whose terms have expired will be eligible for re-appointment.

5. Payment of Trustees

- 5.1 Fees payable to the Trustees will be appropriate for entities of this type.

6. Cessation of Trusteeship

- 6.1 A person shall cease to be a Trustee if the Trustee:
- (a) resigns or retires by written notice to the other Trustees;
 - (b) has held office for nine consecutive years;
 - (c) dies;
 - (d) refuses or is unable to act in his or her capacity as a Trustee;
 - (e) is a bankrupt who has not obtained a final order of discharge or whose order of discharge has been suspended not yet expired, or is subject to a condition not yet fulfilled, or to any order under section 299 of the Insolvency Act 2006;
 - (f) is a person who has been convicted of any offence punishable by a term of imprisonment of 2 or more years;
 - (g) is a person who is disqualified from being a director of a company under section 382 of the Companies Act 1993;
 - (h) is a person in respect of whom an order has been made under section 383 of the Companies Act 1993;
 - (i) is a person who is mentally disordered within the meaning of the Mental Health (Compulsory Assessment and Treatment) Act 1992;
 - (j) is a person who is subject to a property order made under sections 30 or 31 of the Protection of Personal and Property Rights Act 1988;
 - (k) is absent from 3 consecutive meetings without leave of absence from the chairperson; or
 - (l) in the opinion of 75 percent of all Trustees, is not fulfilling his or her role as trustee or is disruptive to the governance of the Trust.

A Trustee will cease to be a Trustee as a result of the circumstances set out in sub-clauses 6.1(k) and (l) at the discretion of all Trustees who are not subject to any of the circumstances referred to in sub-clause 6.1.

SCHEDULE 4

Rules governing the meetings of Trustees

1. Interpretation

1.1 In this schedule:

- (a) expressions or terms have the meanings given by the Trust Deed, unless the context requires otherwise; and
- (b) unless the context requires otherwise, references to clauses are to clauses of this schedule.

2. Quorum

- 2.1 A quorum for meetings of Trustees shall be a majority in number of the Trustees.

3. Time of meetings

- 3.1 Subject to these Rules and to this Trust Deed, the Trustees shall meet and regulate their meetings as they think fit.

4. Chairperson

- 4.1 The chairperson of the Trustees will be appointed and may be removed by the Trustees.
- 4.2 The chairperson will have a casting vote.

5. Notice of meetings

- 5.1 The chairperson or any 3 Trustees may at any time summon a meeting. Seven days' notice of any meeting (stating the place, day and time of the meeting) shall be communicated to each of the other Trustees unless all of the Trustees agree to shorten or waive the notice period.
- 5.2 No notice will be necessary for the resumption of adjourned meetings except to Trustees not present at the meeting adjourned.

6. Decisions

- 6.1 All questions and matters arising at meetings of Trustees shall be decided by unanimous agreement by those Trustees present at the meeting. In the case of dissent, the Trustee raising the question or matter in issue or the chairperson, may bring the matter forward for decision at a meeting dated 30 days after the date of the meeting at which a decision about the question or matter was originally made. The question or matter will then be decided by a majority vote calculated as if all Trustees were present at the meeting, notwithstanding that not all trustees may be present at the meeting.
- 6.2 A resolution in writing signed by all of the Trustees shall be as effective as if it had been passed at a meeting. Such a resolution may consist of several like documents each signed by one or more of the Trustees and may be sent by facsimile.

6.3 Any resolution of the Trustees may be rescinded or varied from time to time by the Trustees.

7. Audible communication

7.1 The contemporaneous linking together by telephone or any other means of audible communication of enough of the Trustees to constitute a quorum shall be deemed to constitute a meeting of the Trustees so long as the following conditions are met:

- (a) each of the Trustees must have received notice of the meeting (or have waived notice) under clause 5.1;
- (b) each of the Trustees taking part in the meeting must be able to hear each of the other Trustees taking part at the commencement of the meeting and (subject to the terms on which a Trustee may leave the meeting under clause 7.2) throughout the meeting;
- (c) at the commencement of the meeting each of the Trustees must acknowledge his or her presence to all the other Trustees taking part in the meeting.

7.2 A Trustee may not leave the meeting (whether by departing or disconnecting his or her telephone or other means of communication) unless he or she has previously obtained the express consent of the chairperson of the meeting. A Trustee shall be conclusively presumed to have been present and to have formed part of the quorum at all times during the meeting unless he or she has previously obtained the express consent of the chairperson to leave the meeting.

8. Minutes

8.1 The Trustees are to keep minutes of their meetings and of all of their decisions. The minutes shall be kept in a minute book maintained by a person appointed by the Trustees.

8.2 Any minute of a meeting of the Trustees (including their decisions) purporting to be signed by the chairperson of the meeting or of the next meeting shall be prima facie evidence of the matters referred to in such minute having been authorised done or passed by the Trustees. The decisions recorded in the minutes will be read in conjunction with the Trust Deed and will be binding on all persons interested in the Trust.

9. Adjournment

9.1 If a quorum is not present within 20 minutes after the time appointed for any meeting, the chairperson of the meeting may adjourn the meeting to another time.

9.2 Any meeting may be adjourned if the Trustees present so resolve.

10. Interested Trustees and conflict of interest

10.1 Clauses 13.1 to 13.4 of the Trust Deed govern the instances and consequences of a Trustee for whom a conflict of interest exists. When there is a conflict of interest, clauses 2 to 10 of these Rules shall be deemed to have been varied to the extent required by clauses 13.1 to 13.4 of the Trust Deed.

To: Christchurch City Council

From: Bob Lineham, Chief Executive, CCHL

Date: 18 March 2014

Subject: **CCTO reporting against Sols**

Introduction

The purpose of this report is to review the performance of the subsidiary companies for the 2013 financial year against the objectives set out in their Sols.

The scope of this report is restricted to the more specific objectives and targets of the CCTOs – ie. those that can be quantified and that are formally reported against in their annual reports.

Performance targets as reported by CCTOs in annual reports

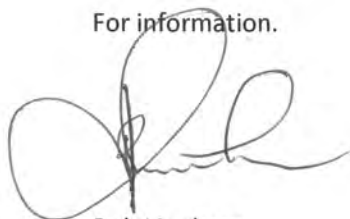
Performance against specific targets by each company (other than LPC who do not publish Sol targets) is summarised in the attached tables.

Conclusion

Some companies have had more a difficult 2013 year than anticipated when they prepared their Sols, and this is reflected in their performance measures.

Recommendation

For information.



Bob Lineham
Chief Executive

Orion New Zealand Ltd

Performance measure	Target	Actual FY13	Comment
Profit after tax	\$34.0m	\$49.0m	Mainly attributable to below budget expenses (\$6.0m), and above budget network delivery revenue, connection revenue and capital contribution revenue (\$5.7m).
Return on average equity	5.4%	7.8%	As above
Dividends	\$32.0m	\$32.0m	
Duration of supply interruptions – SAIDI (mins per year per customer)	Urban 100 Rural 412 Overall 137	Urban 33 Rural 536 Overall 94	While urban target was achieved, it is still nearly double the 5 year average to 2010 of 18. 5 yr rural average to 2010 was 493.
Number of supply interruptions – SAIFI (per year per customer)	Urban 1.6 Rural 3.6 Overall 1.8	Urban 0.5 Rural 4.4 Overall 1.0	While urban target was achieved, it is still nearly double the 5 year average to 2010 of 0.3. 5 yr rural average to 2010 was 3.3.
Earthquake recovery	Repair underground cables, build permanent 66kV feed to Rawhiti, work with CERA/CCC to re-establish network resilience in CBD etc etc	Achieved/ongoing	Extensive repair and recovery work undertaken – see annual report for very full disclosures of this.
Community Energy Action/home insulation	Continue to support Community Energy Action	Achieved	ONZ has sponsored CEA since its inception in 1994. \$150K financial support plus assistance with IT and other issues.
CCC Sustainable Energy Strategy	Participate in CCC's sustainable energy strategy	Ongoing	Continuing to seek to reduce peak loads and increase network load factor. Its policies for connection of distributed generation are considered to be industry leading and promote the provision of economic energy sources.
Lost-time accidents	Zero lost-time accidents	2 employee injury accidents, 43 days lost time (2012: 3/ 28). 9 contractor injury accidents, 116 days lost time (2012: 10/ 112)	A very challenging target re ONZ's contractors due to the physical and diverse work required on the network.

Christchurch International Airport Ltd

Performance measure	Target	Actual FY13	Comment
Total revenue	\$122.4m	\$125.2m	Actual revenue includes \$6.4m of investment property revaluation gains. Excluding these, revenue was \$3.5m behind budget, mainly reflecting lower than budgeted aircraft movements and international passenger numbers (pax).
EBITDA* from operations	\$66.8m	\$64.9m	As above.
Surplus after tax	\$15.2m	\$18.4m	Result includes net after-tax gain on revaluation of investment properties of \$5.2m (v. \$3.0m budgeted), and deferred tax adjustment on non-depreciable buildings resulting in \$1m reduction in accounting tax expense. Excluding impact of these amounts, operating surplus after tax was equal to budget.
Aircraft departures	66,787	65,332	Recovery of international services slower than budgeted. Airlines are continuing to focus on improved aircraft loadings and route yields.
Domestic passengers (pax) International passengers (pax)	4.13m 1.38m	4.19m 1.30m	In total pax were similar to budget (over on domestic, under on international). International pax recovering more slowly than anticipated.
Ratio of aeronautical revenue to commercial revenue	34.7%	34.8%	The ratio of non-aeronautical to aeronautical revenues has risen in recent years, reflecting the strong performance of the commercial activities and the addition of the International Antarctic Centre.
Waste management	Progressively increase level of material diverted from landfill from 32% to 40% by 2013	34%	Diversion rates steady at 34%. However, committed to an in-depth three year waste minimisation project with target of 40% waste diversion by end of year 1.
Achieve bird strike incidence rate of 3.5/10,000 aircraft movements	Achieve Bird Strike Incidence rate of 3.5/10,000 aircraft movements (in line with similar scale airports)	Currently at 3.5.	More emphasis now on off-airport pest bird habitat and culling operations.
Corporate social responsibility	Be a key sponsor of a major city event and one other cultural event in the city	Achieved	Sponsored Chch Airport Marathon, "Faultlines" dance performance within Christchurch Arts Festival and "Mid-Summer Night's Dream" at Court Theatre.

* EBITDA = earnings before interest, tax, depreciation and amortisation

Enable Services Ltd

Performance measure	Target	Actual FY13		Comment
Revenue	\$54.6m	\$46.0m	X	The build programme did not achieve the budgeted number of premises passed, which had a flow on effect to revenue.
EBITDA (earnings before interest, tax, depreciation and amortisation)	\$0.5m	\$0.2m	X	EBITDA represents the profitability of the ESL core business and excludes ESL's share of the losses of joint venture company ENL – the network owner.
Profit/(loss) after tax	\$(0.3)m	\$(3.7)m	X	The slower progress of the network build has resulted in ESL holding a higher % of ENL than budgeted (since CFH* contributes equity to ENL on the basis of premises passed), and hence a higher share of ENL's losses (ENL has always been budgeted to make losses for the build period).
Number of premises passed (note this figure relates to fully tested and available network)	44,550	21,847	X	Note a higher number of premises have been substantially passed, but not yet signed off on. The initial focus on constructing central offices, UAT testing of the Communal Infrastructure and Layer 2 testing resulted in lower number of premises passed than forecast. A remedial plan is in place to catch up in the 2104 financial year.
Number of connections	2,220	1,454	X	The entry of retail service providers into the UFB market has been slower than expected, but this situation is now changing and connections are expected to catch up with forecasts in the current year. ESL's uptake is currently ahead of the rest of the country.
Schools connected	85	64	X	ESL has a strategy of connecting schools in conjunction with the MoE. However, specific standalone build to schools is now brought under the broader UFB design and build programme. All schools must be connected by December 2015.
Environmentally friendly design standards	>70% of ducting to be undergrounded	All network installed underground	X	ESL is committed to building as much of the UFB network as is practical underground.

* Crown Fibre Holdings Ltd

City Care Ltd

Performance measure	Target	Actual FY13	Comment
Revenue	\$318.0m	\$351.1m	Revenues were similar to the 2012 financial year.
Profit for the period	\$14.6m	\$2.8m	Moving from the emergency response phase to recovery and rebuild required greater investment in resources than anticipated. Costs and lead times with recruiting and training were higher than expected. The civil construction division under-performed budget on a number of projects – corrective action has been taken. Facilities Management division had below budget work volumes with release of EQ repair work slower than expected. City Care now fully focused on meeting 2014 targets.
Dividends	\$7.3m	\$6.3m	Dividends reflect final payment from 2012 year (a highly successful year) and interim for 2013. The 2014 dividend will reflect the 2013 result.
Equity to total assets	54%	48%	See commentary above re profit performance
Return on average equity	28.4%	6.3%	See commentary above re profit performance
New business	Secure two new long-term contracts > \$2m p.a.	Achieved	<ul style="list-style-type: none"> ■ CitiOps Drainage acquisition in Wellington ■ Timaru Water Contract – rewin ■ Whakatane Parks Contract – rewin
Lost time incident frequency	10% reduction in lost time incidents	Increased from 1.58 per million hours worked in 2012 to 1.85 in 2013	A greater number of newer staff has contributed to an increase in incidents.
Work-related injury hours	10% reduction in injury hours lost per million hours worked	Increased from 259 in 2012 to 298 in 2013	The increase in incident frequency resulted in an increase in injury hours. Additionally several incidents from earlier years resulted in surgery during FY14. The subsequent rehabilitation had significant effect on injury hours.
Total Recordable Incident Frequency accident rates	Commence recording	Achieved	City Care now uses TRIF as a lag indicator. It showed a rising trend for most of the year and a decline towards the end.
Staff satisfaction	Maintain current level through annual survey	Staff satisfaction was 81.3% in 2013 and 81.8% in 2012	Almost achieved – creditable performance given massive growth in last 2 months

Red Bus Ltd

Performance measure	Target	Actual FY13	Comment
Revenue	\$16.0m	\$17.1m	While revenue was up, the company made a loss of \$0.6m for the year reflecting difficult trading conditions. The net asset position of the company is strong, however,
Number of passengers	3.2m	3.8m	Patronage continues to recover with 10.7% growth over urban contracts during the year.
Minimum fleet utilisation in peak	85%	81%	Sale of surplus buses has assisted improvement over 69% recorded last year.
Percentage of trips not run	Less than 1%	Less than 0.5%	
Percentage of trips starting on time	97%	98%	Achieved.
Percentage of bus fleet with Euro 2 or above emission compliant engines	85%	89%	Achieved.
Employees holding a NZQA qualification	More than 55%	63%	Achieved.

EcoCentral Ltd

Performance measure	Target	Actual FY13	Comment
Revenue	\$31.9m	\$32.9m	The EcoDrops recorded a strong performance in the 2013 financial year.
Profit for the period	\$1.7m	\$0.8m	Profit for the year was lower than budgeted, although significantly improved on last year's result.
Shareholder's funds to total assets	20.5%	21.8%	The equity ratio is marginally higher than budgeted.
Residual waste from the Material Recovery Facility - % of residual of the total received	<6%	10.19%%	
Amount of diverted waste from the EcoDrops - % of the total volume received which is diverted to other users	>25%	41.6%	EcoCentral were successful in diverting a large amount of material to other users.

Monthly recoveries summary report as at 31/03/14 All Figures are \$ million GST exclusive						
	Total	Crown	NZTA	LAPP (I)	LAPP (F)	EQC/ Other
Rebuild						
Cost incurred to date	1,230.3					
Recoveries accrued	946.1	503.9	154.9	181.8	102.3	3.2
Recoveries received	831.5	461.7	173.3	181.8	12.1	2.6
Recoveries settled but unpaid	0.0	0.0	0.0	0.0	0.0	0.0
Claims in progress	114.6	42.2	-18.4	0.0	90.2	0.6
Significantly Damaged Buildings (Indemnity recovery claimed)						
Recoveries accrued	118.3				98.5	19.8
Recoveries received	82.2				62.4	19.8
Recoveries settled but unpaid	5.2				5.2	0.0
Claims in progress	30.9				30.9	0.0
Emergency and Response						
Cost incurred to date	637.4					
Recoveries accrued	415.9	250.5	97.2	19.7	38.2	10.3
Recoveries received	361.7	235.4	97.6	19.7	0.5	8.5
Recoveries claimed but not settled	4.4	4.4	0.0	0.0	0.0	0.0
Claims in progress	49.8	10.7	-0.4	0.0	37.7	1.8
Increased Costs of Working						
Cost incurred to date	8.5					
Claims to be lodged (estimate)	4.3				4.3	

Note

Amounts in this table differ from Appendix 4 as they are for Council only and exclude Vbase and other smaller entities for which the Council arranges cover.

The unclaimed LAPP (F) response recoveries relate to building assessment and repairs where agreement has not yet been reached with the insurer.

NZTA recoveries received include payment of their portion of SCIRT's initial set up costs. Council recognises these funds in recoveries accrued as projects are completed resulting in a timing difference between receipt and recognition. The negative claims in progress figure will reduce as more projects are completed.

APPENDIX 2: MAIN CLAIM HEAD PROGRESS SUMMARY AS AT 31 MARCH 2014

Main Claim Head	Insurance Status	Looking forward
Residential Properties	<ul style="list-style-type: none"> Negotiations underway with EQC regarding a possible global settlement. Ancillary structures (fences, paths etc) scoped and being claimed on complex by complex basis as repairs carried out. 	<ul style="list-style-type: none"> Continue engagement with EQC regarding settlements. Continue to identify and submit contents claims with insurer. Lodge claims for ancillary structures as repairs completed.
Major Facilities	<ul style="list-style-type: none"> Details of individual projects are outlined in Appendix 3. 	<ul style="list-style-type: none"> Negotiations regarding sites continue with both insurers and CCDU. Claims for the Convention Centre, QE II Stadium, and Centennial Pool will be lodged during April and May.
Commercial Properties (Community Facilities, Libraries, Greenspace, Sport & Recreation)	<ul style="list-style-type: none"> Work Packages 1 – 3 are being worked through with Facilities Rebuild Programme and loss adjusters to determine claim entitlements. Programme of work continues to agree entitlement of professional fees, further queries received from loss adjusters. 	<ul style="list-style-type: none"> Continue with work on Work Packages 1 – 3 along with Facilities Rebuild Programme. Submit claims for repair work as completed on Work Package 1 – 3 assets. Respond to queries received regarding professional fees entitlement. Investigate possible further bulk settlement of remaining small assets with minor damage.
Heritage Properties	<ul style="list-style-type: none"> Work continues on assets under this claim head to agree claim entitlements. As repairs are carried out claims are being lodged for costs that insurer supports. 	<ul style="list-style-type: none"> Submit reports for assets with damage in excess of sum insured to proceed with settlement. Lodge claims for indemnity values as appropriate. Continue to lodge progress claims on regular basis.

Main Claim Head	Insurance Status	Looking forward
Christchurch Waste Water Treatment Plant	<ul style="list-style-type: none"> Formal claims for treatment tanks, clarifiers, digesters and biosolids tanks have been prepared and reviewed. These will be lodged by mid-April. 	<ul style="list-style-type: none"> Prepare and review formal claims for remaining assets at this site, including oxidation ponds and buildings.
Above Ground Infrastructure	<ul style="list-style-type: none"> Formal claims have been prepared in respect of the top 85% of assets by value. The first tranche of these claims will be lodged by April 11th. Claims being prepared for various pump stations and reservoirs as repair work completed. 	<ul style="list-style-type: none"> Review and submit claims for remaining major assets Work through minor assets listing and assessments to determine final claim amount for settlement.
Additional Assets / Contents	<ul style="list-style-type: none"> Claim lodged for repairs to statues / memorials based on cost incurred. 	<ul style="list-style-type: none"> Continue to claim for repairs to additional assets as jobs completed. Continue to submit claims for repairs carried out to statues and monuments.

Project	Cost to date (\$m)	Project Status	Insured Value (\$m)	Payment Received on Claims (\$m)	Insurance Status
Christchurch Town Hall	5.28	<ul style="list-style-type: none"> Council confirmed resolution to conserve building in its entirety and to continue to develop design for tender. First stage of tender expected in early 2014. 	69.1	28.6 *	<ul style="list-style-type: none"> Indemnity value claimed from insurer. Discussions continue with loss adjustors to agree on the extent of the damage. Council view is that it is a total economic loss. Further damage assessments on the James Hay Theatre are underway to allow update of current repair scope and cost estimates. These provide further support to Council's view that the asset is a total economic loss. Insurer's engineering advisors have completed a further inspection of the James Hay Theatre. A copy of this report was expected to be provided for Council's review in early February but this has not been received and it is unknown when this will be released. Further requests for this report have been made.
Christchurch Convention Centre	1.4	<ul style="list-style-type: none"> A CCDU Blueprint project led entirely by CCDU with no Council input. All expenses incurred by Council have been billed to Vbase and \$1.1m relates to demolition. 	30.6	20.3 *	<ul style="list-style-type: none"> Insurers have agreed that the previous Convention Centre was a total economic loss and a replacement could be built on a different site. Claims have been submitted for indemnity value and demolition costs incurred.
Christchurch Art Gallery	18.98	<ul style="list-style-type: none"> Damage assessment, repair options and negotiations with insurers continue. Works to re-level the Gallery are underway. Base isolation work is out to tender. Repairs to pre-cast panels are being tendered and roof parapet works scheduled. 	69.8	0.0	<ul style="list-style-type: none"> Insurer's engineering reports continue to be reviewed and responded to as received.
CBS Arena	0.48	<ul style="list-style-type: none"> A report on the repair work required was received and is currently being peer reviewed. 	59.5	0.0	<ul style="list-style-type: none"> Insurer has supported minor earthquake repair work which has now been completed.
Stadium	3.28	<ul style="list-style-type: none"> A CCDU Blueprint project led by CCDU. Council staff have been working with CCDU and there has been little progress on a new stadium. All expenditure incurred relates to Lancaster Park and has been onbilled to Vbase. \$2.8m relates to damage assessment and temporary repairs and \$0.5m for demolition. 	143.3	0.5	<ul style="list-style-type: none"> A report setting out the position of the reinsurers' engineers has been received and is being considered by Council's engineers. Council's engineers are also continuing to identify any further damage assessments required prior to meeting with insurer's engineer. Claim lodged for the indemnity value of the Hadlee Stand and costs incurred in demolition.
Replace Damaged Sports Facilities (Athletic Tracks, East Pool)	0.16	<ul style="list-style-type: none"> Includes Centennial Pool EQ costs of \$63k. Geotech assessment is taking place. No major expenditure anticipated this year. 	6.9	3.7 *	<ul style="list-style-type: none"> Centennial Pool is total loss under the policy and indemnity value has been claimed.

Project	Cost to date (\$m)	Project Status	Insured Value (\$m)	Payment Received on Claims (\$m)	Insurance Status	193
Metro Sport Facility	2.94	<ul style="list-style-type: none"> Includes QEII demolition and other costs of \$2.7m. A CCDU Blueprint project now to be led by CCDU. 	79.2	31.8 *	<ul style="list-style-type: none"> Insurers have agreed that the QE II Stadium was a total loss under the policy. Claims have been lodged for indemnity value and demolition costs incurred. A formal claim will be lodged for all assets on the QEII site during April / May. 	
Central Library	1.24	<ul style="list-style-type: none"> A CCDU Blueprint project led by CCC. CCC LLT workshops are being held to develop and confirm brief. Design and build procurement consultants appointed, construction anticipated to start in late 2014. Public engagement process commenced. \$0.6m relates to temporary repairs and damage assessment on the old central library and \$0.7m relates to the new Library. 	30.1	0.0	<ul style="list-style-type: none"> Existing Central Library site has been sold to CCDU, however Council has retained insurance entitlements and negotiations with insurers continue. Samples removed to allow testing of steel reinforcing and identify possible damage. Test results and engineering interpretation are expected by the end of April. 	
Lichfield St Parking Building	0.39	<ul style="list-style-type: none"> Repair and rebuild options are being developed. 	21.3	0.0	<ul style="list-style-type: none"> Testing underway on reinforcing steel for possible damage. Insurer's engineering report received and review of this underway. 	
Manchester St Parking Building	0.31	<ul style="list-style-type: none"> CCDU have included this site in the Frame. It will be sold, with a report expected during April. 	14.4	0.0	<ul style="list-style-type: none"> Negotiations with insurers continue regarding policy entitlement and the impact of the CCDU acquisition. Engineering reports from insurer received and are undergoing peer review by Council engineers. 	
Bus Exchange / The Crossing	0.56	<ul style="list-style-type: none"> Repair and rebuild options are being developed. 	46.5	0.0	<ul style="list-style-type: none"> Council's full damage assessment report received and now being considered by staff. Insurer's engineering report received and review of this is underway. Samples removed to allow testing of steel reinforcing and identify possible damage. 	
South Library	0.27	<ul style="list-style-type: none"> Repair options are being developed. 	6.6	0.0	<ul style="list-style-type: none"> As repair options are developed insurance entitlements will be confirmed. 	
New South West Library and Service Centre	0.3	<ul style="list-style-type: none"> Project brief developed and site selection investigation completed but no site yet confirmed. Project includes a site optimisation study for the preferred site. Paper to be presented in May. 	3.7	0.0	<ul style="list-style-type: none"> An inability to access the building has delayed damage assessments and repair estimates. Design and installation of temporary bracing to allow access is currently underway. The outcome of these investigations and Council's future use of the building will determine Council's claim entitlement. 	
	0.23	<ul style="list-style-type: none"> Asset investigation costs programme wide 				
	\$35.82		\$581.0	\$84.9		

* Includes indemnity values received for existing assets

ATTACHMENT 4 TO CL

Insurance Programme MCH Summary of Revenue @ 31 March 2014												FINANCE COMMITTEE 6. 5						
Claim Heads and Insurer					Claim Process								Settlement & Payment Process					
Claim Head	Asset No.	Insurer	Type of Insurance	Insured Value	Claims Pending CCC Approval		CCC Claim Submitted (net of deductible)		Final Claims pending Elected Member Approval		Elected Members Approved		Agreed Value with Insurer, to Date		Payments Received excl. GST		Outstanding from Insurer	
Material Damage Claims					No.	Value (\$)	No.	Value (\$)	No.	Value (\$)	No.	Value (\$)	No.	Value (\$)	No.	Value (\$)	No.	Value (\$)
Residential Properties	730	EQC / LAPP(F)	MD	350,292,899										21,425,814		21,425,814		0
Major Facilities	11	LAPP(F)	MD	474,818,715			10	103,773,135	1	7,009,991				87,031,258		82,418,769		4,612,489
Commercial Properties	645	LAPP(F)	MD	499,376,942			70	23,538,993			1	3,234,315		14,410,358		14,037,731		372,628
Heritage Properties	89	LAPP(F)	MD	107,671,462			50	26,193,005						17,108,358		15,710,699		1,397,659
Christchurch Waste Water Treatment Plant -	Lot	LAPP(F)	MD	178,681,538			4	7,469,962	4	7,469,962								
							19	23,170,858					5,961,876		3,345,207		2,616,669	
Above Ground Infrastructure	Lot	LAPP(F)	MD	158,037,049			5	20,692,882						20,136,905		8,713,764		11,423,141
Additional Assets / Contents	114	LAPP(F)	MD	250,459,476			34	15,108,109										
		Above Ground MD Insured Value		2,019,338,080	0	0	192	219,946,944	5	14,479,953	1	3,234,315		166,074,569		145,651,984		20,422,586
Non - MD Claims					No.	Value (\$)	No.	Value (\$)	No.	Value (\$)	No.	Value (\$)	No.	Value (\$)	No.	Value (\$)	No.	Value (\$)
Claims Preparation	3	LAPP(F)	Claim Prep.	3,000,000			6	2,021,326						1,620,810		1,620,810		0
Business Interruption and Increased Costs	Lot	LAPP(F)	BI / AICOW	88,500,000			4	12,540,669						4,079,190		4,079,190		
Contract Works	1	QBE	Ferryhead Bridge	12,803,799			1	1,965,000			1	1,965,000		1,965,000		1,965,000		0
	1	LAPP(F)	Town Hall Refurbishment	9,057,600			0	0	0	0				0		0		0
		Non MD Insurance Value		113,361,399	0	0	11	16,526,995	0	0	1	1,965,000		7,665,000		7,665,000		0
LAPP - Under Ground					No.	Value (\$)	No.	Value (\$)	No.	Value (\$)	No.	Value (\$)	No.	Value (\$)	No.	Value (\$)	No.	Value (\$)
Below Ground Infrastructure	All	LAPP(I)	MD	873,425,035			1	201,481,751			1	201,481,751		201,481,751		201,481,751		0
		INSURER TOTALS		3,006,124,514	0	0	204	437,955,690	5	14,479,953	3	206,681,066		375,221,321		354,798,735		20,422,586
Period: 01 to 31 March 2014																		
Money Pending Claim Approval					0		Money Claimed		13,116,228		Money Received		551,095					

Note:

- \$13m claimed for Christchurch Waste Water Treatment Plant assets, \$0.1m claimed for facilities. \$0.5m received for indemnity values and demolition costs on facilities.
- Final claims pending elected member approval are for Centennial Pool (\$7.01m) and Christchurch Wastewater Treatment Plant Oxidation Ponds (\$7.47m). However, the Deed of Settlement for the Oxidation Ponds has subsequently been withdrawn by Council's insurer

APPENDIX 5: BUILDING AND INFRASTRUCTURE IMPROVEMENT ALLOWANCE BALANCE AS AT 31 MARCH 2014

Council Meeting Date	Description	Value
	Total Allowance	225,000,000
	Approved Allocations:	
25/08/2011	CWTP – Oxidation Ponds	16,128,000
08/09/2011	Temporary Stadium contribution	1,000,000
16/02/2012	Fendalton Library and Service Centre	190,000
15/03/2012	Linwood Community Arts Centre	35,884
05/04/2012	Cowles Stadium	480,000
05/04/2012	Pump Station 37	126,000
26/06/2012	Art Gallery repairs	12,400,000
26/06/2012	Manchester and Lichfield Car Park repairs	13,000,000
26/06/2012	Athletics Track repairs	2,100,000
26/06/2012	Town Hall repairs	51,300,000
26/06/2012	Central Library repairs	500,000
06/12/2012	Owles Terrace waste water Rebuild	270,000
06/12/2012	Milton Street Frankleigh Street waste water repairs	736,000
06/12/2012	Milton Street Frankleigh Street waste water pipe upsizing	81,000
06/12/2012	Colombo Street Diversion	928,000
06/12/2012	Pump Station 15 Trunk Mains	2,879,000
28/02/2013	Charleston Area Water Supply Improvements	315,000
28/02/2013	PS 8 Area storm water Pipe Upsize	54,410
28/02/2013	Beachville Catchment storm water Upgrade	12,400
28/02/2013	Maces Road Water Main Upgrade	158,000
28/02/2013	Worsleys Reservoir Repair	80,000
28/02/2013	Main Road Causeway Sea Wall and Associated Works	603,000
28/02/2013	Beachville Road Eastern Sea Wall and Associated Works	129,000
28/03/2013	Art Gallery Re-Levelling	20,000,000
16/02/2012	Hollis Avenue Wastewater Pipe Renewal	333,000
16/05/2013	Jellie Park Plant Room Repair	260,000
27/06/2013	Coastal Pathway Project	9,900,000
27/06/2013	Christchurch Central Library	15,000,000
13/06/2013	Bishopdale Library	1,183,612
27/06/2013	Pump Station 15 Flow Meters and Wet well Venting	161,095
27/06/2013	Carlton Footbridge Architectural Treatment	65,000
27/06/2013	Main Road 3 Lane storm water pipe upsizing	17,100
03/09/2013	Watham Pool*	2,089,393
03/09/2013	Norman Kirk Memorial Pool*	2,659,000
03/09/2013	Lyttelton Recreation Centre*	3,141,500
12/09/2013	Sign of The Takahe	1,471,586
03/10/2013	Hei Hei Community Centre	568,760
03/10/2013	Aranui Community Centre Rebuild	3,919,197
07/11/2013	Scarborough Paddling Pool	780,000
12/12/2013	RSU Grass Sports Pitches**	985,000
12/12/2013	RSU Grass Sports Pitches - Garrick Park**	500,000
20/12/2013	Ashgrove Terrace waste water pipe upsizing	284,370

Council Meeting Date	Description	Value
20/12/2013	Colombo Street waste water pipe upsizing	322,000
20/12/2013	Centaurus Road waste water pipe upsizing	36,425
20/12/2013	Bridge Street Reserve Pumping Station Building	21,257
20/12/2013	Clifton 5 Water Supply Pump Station	32,000
20/12/2013	Madras Street Bridge storm water pipe upsizing	44,000
30/01/2014	Mona Vale Homestead	600,416
30/01/2014	Gaiety Hall *	624,400
25/03/2014	Walsall Street, storm water pipe upsizing	90,921
25/03/2014	Central City tactile pavers	53,855
25/03/2014	Denton Oval Amenity Block	130,000
	Allocated to date	168,779,581
	Remaining Balance	56,220,419
	* indicates any insurance proceeds will be returned to the allowance ** indicates any underwrite recoveries will be returned to the allowance	

IN REPLY PLEASE QUOTE

BE 555 LA3350+

20 May 2011

Continental Caterers
PO Box 59
RANGIORA 7740

Attention: Greg Ward

By Email to: gward@continental.co.nz

Dear Greg

LEASED PREMISES – MONA VALE

Bill and I were hopeful of making contact with you today to discuss the current status regarding issues pertinent to Mona Vale. Unfortunately we were unable to so. Apologies for that.

The intention of this letter is to confirm that, given that the lease premises are untenable, the effect of clause 26.1(a) of the lease is that the lease terminated on 22 February 2011.

We are keen to meet with you to discuss this in more detail and to this end will be in touch with a view to arranging a suitable time next week. Many thanks.

Yours faithfully



Barry Woodland
Leasing Consultancy Team Leader
Corporate Support Unit
Corporate Services

From: **Greg Ward** <gward@continental.co.nz>
Date: **30 January 2014** 09:07
Subject: **Mona Vale Homestead**
To: "yani.johanson@gmail.com" <yani.johanson@gmail.com>
Cc: "ali.jones@ccc.govt.nz" <ali.jones@ccc.govt.nz>, "phil.clearwater@ccc.govt.nz" <phil.clearwater@ccc.govt.nz>, "jimmy.chen@ccc.govt.nz" <jimmy.chen@ccc.govt.nz>, "paul.lonsdale@ccc.govt.nz" <paul.lonsdale@ccc.govt.nz>, "tim.scandrett@ccc.govt.nz" <tim.scandrett@ccc.govt.nz>, "andrew.turner@ccc.govt.nz" <andrew.turner@ccc.govt.nz>

Dear Yani

As with many Cantabrians across the region the team at Continental is very excited about the possibility of Mona Vale Homestead being repaired and restored to her former glory.

As you may be aware, from 1978 to 2011 Continental managed the property on behalf of the Council and was the exclusive provider of food and beverage at all events as well as establishing and managing the restaurant at Mona Vale Homestead.

As custodians of this historic and gracious building we always felt privileged to showcase Mona Vale to thousands of international and domestic visitors over the decades, seeing hundreds of couples celebrate their wedding day, catering numerous other special occasions including funerals, serving tourists and locals in the restaurant and catering for both high profile guests (including Royalty and Heads of State) and high spending conference and incentive delegates while they visited our beautiful city.

We invested considerable time, effort and money in promoting Mona Vale as a destination to keep it high in people's minds and hearts as well as installing the plant fit out and equipment which is still in place in the venue. I am confident of only positive reviews if you were to contact either the City Council's Property Leasing Unit or Botanical Gardens staff about Continental's management and care for the facilities during our long tenure at Mona Vale.

Given our long association and investment in Mona Vale we are naturally very hopeful of being involved with its operation again when it reopens.

As you will see from the attached documents we were engaged with Christchurch City Council in a redevelopment plan just prior to the Earthquakes. Regrettably the Earthquakes prematurely ended our lease and development plans.

Continental will have been in operation for 49 years this August, still owned and operated locally by the Ward family. We can think of no better way to celebrate our 50th year than with the reopening of the Homestead. We have already been contacted by a bridal couple who were due to be wed at Mona Vale on Saturday 27th February 2011 about renewing their vows as a potential first function in a reopened Mona Vale. I'm sure you can appreciate the positive light this story would shed, as another step in Christchurch's recovery.

We would welcome contact from Christchurch City Council staff to discuss our financial support of the redevelopment costs.

We appreciate the complexity of some of the decisions surrounding repair funding programmes such as this and would be happy to supply any additional information that might assist you.

Yours sincerely

Greg Ward

Managing Director

STATEMENT OF SIGNIFICANCE
MONA VALE HOMESTEAD, GLASSHOUSE AND SETTING
63 FENDALTON ROAD



PHOTOGRAPH 2012

INTRODUCTION:

The Mona Vale Homestead, glasshouse and setting are listed in Appendix one, Section 10, Vol.3 of the Christchurch City Plan and are registered by the New Zealand Historic Places Trust as a Category 1 Historic Place. The homestead and its setting are significant for their associations with early owners, company director Frederick Weymouth and Annie Townend, and later owners the Gough family. The homestead is a good example of the domestic work of architect Joseph Maddison in the 'Early English' style. It is also notable for its connection with one of the city's biggest preservation campaigns to retain an historic building.

HISTORICAL AND SOCIAL SIGNIFICANCE

The Mona Vale Homestead (originally known as Karewa) was built for accountant and company director Frederick Waymouth in 1899-1900. Karewa was purchased by Annie Townend in 1905, who renamed the property after her mother's birthplace in Tasmania. Townend was the only daughter of prominent North Canterbury run-holder, George Moore of Glenmark Station, and inherited his estate. After she acquired the property, Townend added two gatehouses (c1905), a fernery, a bathhouse/glasshouse, and otherwise developed the grounds. The fernery, which was originally a feature of the 1906-7 Exhibition, is one of only two Edwardian ferneries remaining in the Southern Hemisphere. The last private owners of Mona Vale, the Gough family, had noted Canterbury landscape architect Alfred Buxton redevelop the garden after they took the property over in 1939. After the Gough's sold the property to the Mormon Church in the 1962, the extensive and much admired grounds were in imminent danger of subdivision. The city mobilised, and following a high-profile campaign led by the new Civic Trust, Mona Vale passed into public ownership in 1969. The house has been utilised as a function venue since this time, and the grounds have become one of the city's most treasured parks. The Mona Vale Homestead and its setting have historical and social significance for its association with Frederick Waymouth and Annie Townend, as a garden designed in part by Alfred Buxton, as the subject of one the city's largest preservation campaigns, and as a treasured space for passive recreation for the last forty years.

CULTURAL AND SPIRITUAL SIGNIFICANCE

The Mona Vale property is one of the most complete representations of the large homes built in Christchurch in the early years of the twentieth century containing a comprehensive range of ancillary buildings amidst extensive grounds. In its present manifestation, the property and its gardens are held in high esteem by Christchurch residents and visitors to the city.

ARCHITECTURAL AND AESTHETIC SIGNIFICANCE

The Mona Vale Homestead was designed in the 'Old English' Domestic Revival style by leading architect Joseph Maddison. The style was particularly popular in Canterbury in the period 1895-1915, and most local architects designed at least a few dwellings in the style. Maddison was primarily a commercial and industrial architect, designing (for example) the Clarendon and Carlton Hotels, Wood's Mill, the 1906-7 International Exhibition Buildings and the Government Building in Cathedral Square. Maddison was particularly well-known as a designer of freezing works, and designed the Belfast Freezing Works for CFM Co, of which Frederick Waymouth was managing director. It was probably through this connection that Maddison came to design Waymouth's home. The Mona Vale Homestead is now one of few surviving houses designed by Joseph Maddison.

TECHNOLOGICAL AND CRAFTSMANSHIP SIGNIFICANCE

The Mona Vale Homestead has a good standard of craftsmanship typical of the period. Of particular note are the entrance hall and staircase, a kauri and copper ceiling, and carved sandstone fireplaces.

CONTEXTUAL SIGNIFICANCE

The Mona Vale homestead is set in extensive manicured grounds located between the Wairarapa Stream/Avon River and the railway, and with access from Fendalton Rd and Mona Vale Ave. The grounds contain a number of ancillary buildings including a rustic gothic gatehouse (separately listed), a more modest rear lodge/gatehouse, a bathhouse/glasshouse, a fernery and a number of ornate bridges. The Homestead has contextual significance in relation to this immediate setting, and also has a connection with its former stable block (now a dwelling) on the west side of the railway line. Mona Vale also has contextual significance in relation to the other large homes of Fendalton, particularly its contemporary and stylistically similar near neighbour, Daresbury. Mona Vale is a city landmark.

ARCHAEOLOGICAL SIGNIFICANCE

The Mona Vale Homestead and its setting are of archeologically significance because they have the potential to provide archaeological evidence relating to past building construction methods and materials, and human activity on the site, including that which occurred prior to 1900.

Report:
Jenny May
October 2013

**AUDIT AND RISK MANAGEMENT COMMITTEE
7 MAY 2014**

**A meeting of the Audit and Risk Management Committee
was held in the No. 1 Committee Room
on 7 May 2014 at 9am.**

PRESENT: Councillor Manji (Deputy Chairperson)
The Mayor, Councillors ,Chen, East, Gough, Mr Rondel and the Acting Chief Executive.

APOLOGIES: An apology for absence was received and accepted from Mr Russell.

An apology for lateness was received and accepted from the Mayor who arrived at 9.07 am and was absent for Clause 4.

Sue Sheldon, Chairperson, provided by way of an introduction a brief outline of her experience.

The Committee reports that:

PART A - MATTERS REQUIRING A COUNCIL DECISION

1. INTERNAL AUDIT STATUS REPORT

		Contact	Contact Details
General Manager responsible:	Chief Financial Officer	N	
Officer responsible:	Internal Audit	Y	Warren Murphy 941 8550
Author:	Warren Murphy	Y	

1. PURPOSE OF REPORT

1.1 The purpose of this report is to provide an update on the status of internal audit activities being undertaken by PricewaterhouseCoopers and the Internal Audit as a co-sourced arrangement and includes:

- The status of Internal Audit projects in the current year's programme as at 24 April 2014
- An updated metric on audit issues from previous audits that are being actively managed
- A list of In Progress audit issues that are rated as "High" (**Appendix A**)
- A list of outstanding audit issues that are "Overdue" (**Appendix B**)
- Executive summaries for reports completed as at 24 April 2014 (**Appendix C**).

2. EXECUTIVE SUMMARY

2.1 The 2013/14 audit programme was approved by the Executive Team and the Audit and Risk subcommittee in August 2013.

2.2 Two reviews have been completed since the last Audit and Risk subcommittee meeting 2 April 2014. These are:

- Asset Management and Planning
- Business Continuity Planning.

2.3 Eleven reviews are in progress and of these; six are at the draft report stage.

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- 2.4 The diverse nature of these audits and their scopes continue to provide a wide range of assurance across the Council. The overall management engagement with Internal Audit continues to be responsive and constructive.
- 2.5 There are 94 audit issues outstanding as at 24 April 2014, categorised as 22 high priority, 61 medium priority and 11 low priority issues. This is a reduction since the last report.
- 2.6 There are 12 issues (9 medium priority and 3 low priority) that are past their target date for completion. This is a reduction over the last period because they are being actively followed up.

3. INTERNAL AUDIT STATUS 2013/14

- 3.1 Summarised in Table 1 below is the status of each of the internal audit reviews for the 2013/14 year.

Table 1: Status of Audits on the 2013/14 Programme

Review	Comments	Field Work	Status
Rolled over from 2012/2013 program			
Rates	Validating observations and requesting management comments.	PwC	Draft Report
2013/2014 program			
Council Decision Making Processes	Scoping.	PwC	In Progress
Code Compliance Certificates	Q4 – on hold pending Building Control review.	CCC	On hold
Land Use Consents	Q4 – on hold pending Building Control review.	CCC	On hold
Subdivision Consents (part of Resource Consents program)	Q1 - on hold pending Building Control review	CCC	On hold
Enforcement and Inspection – Liquor Licensing	Deferred to 2014/15 (Q4 on Plan).	CCC & PwC	Deferred to 2014/15
Contaminated Sites/Debris Management	Validating observations and requesting management comments.	CCC	Draft Report
Opex and Capex Expenditure, Forecasting and Budgetary Control	Scoping.	PwC	In Progress
Governance of Directly Owned Subsidiaries	Requesting management comments.	PwC	Draft Report
EQ Claims	Q4.	PwC	Planned
Performance Measurement	Q4.	CCC	Planned
Debt Management and Credit Control for User Services Charges	Draft Report being written.	CCC	Draft Report
Key Accounting Controls	Q4 (Q3 on plan).	CCC	Planned
Revenue Collection Points	Scoping.	CCC	In Progress
Fraud Prevention and Detection – Suspicious Transactions Analysis	Completed.	CCC & PwC	Completed
Property Purchases and Disposals	Field work underway.	PwC	In Progress
Electronic Banking and Funds Transfer	Q4.	CCC	Planned
Business Continuity Planning	Completed.	PwC	Completed
Asset Management and Planning	Completed.	CCC	Completed
IT Program & Project Governance	Completed.	PwC	Completed

Review	Comments	Field Work	Status
Application Security Controls	Q4 (Q2 on Plan).	PwC	Planned
NZTA and Other Claims	Q3 on plan. Scope to be revised due to audits currently being undertaken through HIGG.	CCC	Deferred to 2014/15
Waste water Collection and Disposal ¹	Q4 (Q3 on Plan).	CCC	Planned
Drainage/Flood Control Activities	Q3 (Q2 on Plan) - scoped but deferred to 2014/15 due to staff workload.	CCC	Deferred to 2014/15
Remuneration Practices	Deferred to 2014/15 while organisational restructure in progress. (Q2 on Plan).	CCC	Deferred to 2014/15
Probity/Sensitive Expenditure	Draft Report being written.	CCC	In Progress
Internet Usage (2013/14)	Q4.	CCC	Planned
Mayor's Welfare Fund	Deferred to 2014/15 (Q4 on Plan).	CCC	Deferred to 2014/15
Facility Rebuild Projects	Q4 (Q2 on Plan).	PwC	Planned
Rock Fall Remediation Project	Deferred to 2014/15 (Q4 on Plan).	CCC & PwC	Deferred to 2014/15
Additional to approved programme			
Fraud Investigation – Consents	Completed.	PwC	Draft Report
Rates Setting Historical Review	Awaiting management comments.	CCC	Draft Report
PCard Testing	Completed.	PwC	Completed
Conflicts of Interest Register	Completed.	PwC	Completed
Contractor Register	Validating observations and requesting management comments.	PwC	Draft Report
Connect Project Lessons Learned	Completed.	PwC	Completed

Key:

Completed	Review complete, management comments received and final report issued
Draft Report	The field work has been completed and the draft audit report is awaiting review
In progress	Review underway
Planned	Review planned, high level terms of reference drafted

¹ Please note that at the Council meeting of 24 April, Councillor Johanson asked that the ability to bring this forward be raised.

4. STATUS OF OUTSTANDING AUDIT ISSUES

- 4.1 Table 2 below summarises the outstanding audit issues by priority which are being actively followed up.

Table 2: Status of Outstanding Audit Issues

Issue Category	Total Number			
	High	Medium	Low	Total
Issues Outstanding brought forward from last report	21	86	19	126
Issues resolved since last period	4	30	11	45
Issues added this period from newly completed audits	5	5	3	13
Issues outstanding as at 24 April 2014	22	61	11	94
Issues outstanding that are past target date for completion	0	9	3	12

- 4.2 These ratings by priority are defined as follows:

High: Very significant potential exposure or area of critical importance. Urgent management action required.

Medium: Exposure exists but with some mitigating factors. Management action required within the next six months.

Low: Low level of potential exposure to the organisation. Action required is only of a low priority or housekeeping nature.

- 4.3 A summary of High Audit Issues is attached as **Appendix A**.
- 4.4 A summary of Overdue Audit Issues is attached as **Appendix B**.

5. COMPLETED REPORTS

- 5.1 Attached as **Appendix C** are the executive summaries of reports completed since the last meeting (August 2013) of the committee. These reports have been provided to management and set out agreed management action plans as approved by the review sponsor.

6. STAFF RECOMMENDATION

- 6.1 That the Council accept this report.

7. COMMITTEE CONSIDERATION

- 7.1 The Committee considered the report and to better understand the risk requested that staff include the following additions to the status table:
- A section that identifies the long term process,
 - why an action has not been completed by the due-by-date and that the risks have been mitigated,
 - identify actions that can't be completed due to other constraints.
 - include the original target date as well as the target date for completion

Audit and Risk Management Committee 7. 5. 2014

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- 7.2 The Committee also requested that the staff meet with management to discuss legacy issues and report back to the Committee with a plan on how this is being dealt with and why, and that any potential risks be highlighted.
- 7.3 The Committee further requested that prior to next year's Audit New Zealand assessment, all long standing issues be reassessed and information be provided around what is outstanding, what is the risk and how the risk will be mitigated.
- 7.4 The Committee considered that the maintenance of the asset register was of high priority and requested a briefing on the following:
- the Asset Operations Board
 - the Asset Management System and how it works.
- 7.5 The Committee also requested:
- A briefing on Insurance to understand what the Council wants to insure and how to manage the risk.
 - A Workshop regarding Business Continuity Planning

8 COMMITTEE RECOMMENDATION

That the staff recommendation be adopted.

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

Nil.

3. AUDIT AND RISK MANAGEMENT COMMITTEE – RESOLUTION TRACKER

The Committee **received** the Audit and Risk Management Committee Resolution Tracker and a verbal update on the Horizontal Governance Infrastructure Group.

PART C – DELEGATED DECISIONS**4. DECLARATION OF INTEREST**

The Chairperson requested that her directorships be included on the Independent Register of Interests.

5. RESOLUTION TO BE PASSED – SUPPLEMENTARY REPORT

The Committee **agreed** that the supplementary reports be received and considered.

6. RESOLUTION TO EXCLUDE THE PUBLIC

The Committee **resolved** that the resolution to exclude the public as set out on page 115 of the agenda, be adopted.

The Committee **resolved** to admit PriceWaterhouse Cooper and Audit New Zealand Auditors to the Public Excluded section of the agenda.

The meeting concluded at 11.59am

CONSIDERED THIS 22 DAY OF MAY 2014

MAYOR

Appendix A – Summary of “High” Audit Issues In Progress

Topic	Ref	Date Report Issued	Group	Issue	Progress	Target Date for Completion
Property Transactions	10-06	Dec 09	Corporate Services	Lack of a process to identify operationally surplus land	A review of all land and buildings will be completed as part of the asset and insurance revaluation inspections.	Jun 14
Enterprise Asset Management System	10-11	Mar 10	Chief Operating Officer	Maintaining Asset Data. Complete B2B (electronic transfer of data between City Care & CCC) to allow asset change capability.	All asset categories completed except Transport Assets. The Transport Assets Project to integrate these assets into the enterprise system has recently been approved and is programmed for completion by June 2015.	Jun 15
Water Billing	13.11.1.1	Jun 13	CFO	SAP and LASER have improved the overall water billing process, however further improvements can be made to improve efficiency, accuracy and completeness of invoices produced.	The Water ROM was put on hold by IT Governance Committee, due to the staff turnover and dependency on key people in the City Water & Waste technical area. To be reassessed early 2014.	Jun 15
Insurance Placement	13.13.2.1	Mar 13	CFO	Governance and strategy over the end to end insurance placement process.	A formal governance and insurance strategy policy is being created. This will provide management with guidance to ensure that the Council's expectations of the insurance programme are incorporated in the placement of cover.	Jun 14
Insurance Placement	13.13.2.1	Mar 13	CFO	Process of obtaining, and the quality of, asset information.	All claim and building information to be reviewed and captured into a single system. (Council has an AMIS).	Jun 14
LIMS Processes	13.14.4	Mar 13	Building Control and Rebuild	Document and Records Quality Audits. The Document and Records Management Framework requires bi-annual quality audits.	Report due outlining accountability and programme for the audits.	Jun 14
LIMS Processes	13.14.5	Mar 13	Building Control and Rebuild	Information Capture Controls and Maintenance. Data Mapping required and to be included in ROM.	ROM due for completion and project will be prioritised.	Dec 14
LIMS Processes	13.14.7	Mar 13	Building Control and Rebuild	GIS Centroids. Where geospatial data does not intersect with the centroid, but could still intersect the property boundary, there is a risk that not all information is captured in the data scrape.	To confirm if Connect project has resolved, otherwise reprioritisation required.	Jun 14
LIMS Processes	13.14.12	Mar 13	Building Control and Rebuild	2009 Risk Pool recommendations are yet to be implemented. Recommendations from the Risk Pool report outline the need for the LIM report to be aligned with requirements of section 44A of the Local Government Act.	ROM #249 scopes and assesses concerns raised by Risk Pool. To be prioritised.	Jun 14
Network Security	13.15.2.1	Mar 13	Corporate Services	Lack of Senior Accountability for Security.	This is more information security and once policy defines IT can enforce. Suggest that ownership sits at the Executive Leadership Team. Awaiting the commencement of the Director Corporate Services.	Jun 14
Network Security	13.15.2.2	Mar 13	Corporate Services	Lack of Security Standards and Policies.	Governance Framework and template for technical standard, guidelines and Policies and Procedures was delivered as part of Security Project Phase II. Implementation of these policies, procedures and framework are proposed as Phase III	Jun 14
Social Housing	13.16.2.1	Jun 13	Chief Operating	Social Housing Strategy – financial sustainability of	Report due to Council April 14 which may address	Jul 14

			Officer	portfolio.	concerns.	
Social Housing	13.16.2.2	Jun 13	Chief Operating Officer	Management coordination and communication. Improvement opportunity.	Monthly Contract performance & budget meetings in place. New pricing and methodology commenced 1/7/13. All planned works authorised, Improvement plan developed and initiatives ongoing implemented. City Housing and Community facilities have employed a Maintenance Asset Advisor to form better relationships. A project that connects to a further review in relation to management information, co-ordination and financial monitoring commenced.	Jun 14
Social Housing	13.16.2.3	Jun 13	Chief Operating Officer	Impact of Property Plant & Equipment. Undertake a revaluation of Water Supply and Marine Structure assets at 30 June 2014. Gate opportunities for process efficiencies. 4. Mitigate data and security risks with current use of Microsoft Access.	ROM being developed with IMCT. Initial meetings have taken place between City Housing and IMCT.	Jun 14
Social Housing	13.16.2.4	Jun 13	Chief Operating Officer	Reliance on 3 rd Parties. Actions Agreed: 1. Review alignment between City Housing & Facilities Management. 2. Enhance financial awareness of existing budgets. 3. Develop formal complaints monitoring in relation to Facilities Contract performance.	Rapid Event Process in regards to the Vacant Unit Process has been undertaken, and improvements are underway. Complaints process has been established, process for this to be used will be reissued by FM team. FM Improvement plan developed and being implemented. Monthly Contract performance Meetings.	Jun 14
IT Programme and Project Governance	14.3.1.5	Dec 13	Corporate Services	Section 1.5 – 1a: Discuss with CPG PMO to update project change request template for IM&CT.	In Progress.	Jun 14
IT Programme and Project Governance	14.3.1.5	Dec 13	Corporate Services	Section 1.5 – 1b: Programme Managers to analyse, at high level, reoccurring causes of change	GT 04-10-14 Change register created	Jun 14
Audit Management Letter	13.2.1	Sep 13	CFO	Impact of Property Plant & Equipment. Undertake a revaluation of Land and Buildings at 30 June 2014	Planned,	Sep 14
Audit Management Letter	13.2.1	Sep 13	CFO	Impact of Property Plant & Equipment. Undertake a revaluation of Water Supply and Marine Structure assets at 30 June 2014.	RFP issued	Sep 14
Audit Management Letter	13.2.1	Sep 13	CFO	Impact of Property Plant & Equipment. Issue a RFP for the remaining infrastructure categories in early 2014 with a view to the classes being valued at 30 June 2015 or 2016 depending on available condition information.	Planned.	Jun 14
Audit Management Letter	13.2.1	Sep 13	CFO	Impact of Property Plant & Equipment. Work in Progress. Work with delivery partners to reduce delays in handing over assets.	In Progress.	Jun 14
Audit Management Letter	13.3.4	Sep 13	CFO	Capital Work in Progress: Advance progress of the complete handover of SCIRT projects from SCIRT and the HIGG.	In Progress	Jun 14

Appendix B – Summary of Overdue Audit Issues

Topic	Ref	Date Report Issued	Group	Issue	Priority Rating	Progress	Target Date for Completion
Probity & Discretionary Expenditure	07-13	Mar 07	CFO	Access to financial information. There is difficulty finding information to support journal entries made.	Low	This will not able to be resolved until GEMS has been replaced.	Jun 12
CLASS Systems	10-14	Jun 10	Corporate Services	Billing and revenue processes – There are many customer accounts within outstanding balances going back some years which should be cleared to enable a true picture of outstanding debts to be assessed. Sampling showed that there are processing errors occurring against customer accounts. Staff also encounter difficulty reconciling the cash received at recreation centres with the revenue recognised by CLASS.	Medium	21/6/13 - Customer & Consents project de-scoped. CLASS replacement or upgrade business case completed for Executive team consideration. 28/01/14 - System no longer supported - business case is under development. Discussion with Corporate Services Manager to progress.	Mar 12
CLASS Systems	10-14	Jun 10	Corporate Services	Staff difficulties with the system: Duplicated customer accounts, difficulty identifying exact locations for events like picnics, absence of a do not cancel flag where a WINZ payment is expected.	Low	Refer above.	Mar 12
CLASS Systems	10-14	Jun 10	Corporate Services	Lack of interfaces with other Council systems. EFT-POS and SAP	Low	Refer above.	Mar 12
Past Issues	11-16	Sep 11	Building Control and Rebuild	A lack of follow-up on Building WOF's	Medium	The department manager is comfortable that there is a process in place whereby an audit issues are taken through to a Notice to Fix, however it is unclear at this time whether this process captures all issues. Being followed up.	Dec 13
NZTA Funding	11-25	Sep 11	Chief Operating Officer	Procedure Manual updating process – From discussion with the parties involved, the manual does not reflect changes in some responsibilities, particularly those of the Capital Programme Group. This needs to be updated and a regular review process included in the document control.	Medium	The document will be reviewed with the Capital Programme Group to ensure that there is agreement on the processes and responsibilities.	Dec 11
NZTA Funding	11-25	Sep 11	Chief Operating Officer	Completion of issues raised in the 2009 NZTA audit – Street Lighting contract bonus/penalty provisions.	Medium	The Street lighting contract bonus / penalty provisions are being amended when this is renewed.	Dec 11
Capital Project Governance	12.23.03	Sep 12	Chief Operating Officer	Clarify how the Council will engage with project stakeholders	Medium	The consultation matrix for capital projects will be refreshed and provided to the Project	Dec 12

						Management Unit. The next LTP will incorporate the level of engagement available for each project.	
Revenue	12-04	Dec 11	Chief Operating Officer	Lack of Integration between the Trade Waste License database and the Health License database.	Medium	A joint approach with Health Licensing will be sought including possible data matching in the interim, referral of license applications to Trade Waste and later development of a joint database may be possible.	Feb 13
EQ Building Processes	12-12	Jun 12	Building Control and Rebuild	Lack of clarity of process for dangerous buildings.	Medium	A data cleansing exercise is commencing for the 1,560 buildings previously assessed as dangerous to determine what risks still exist. This will be followed-up by investigations as to building status where doubt remains.	
Performance Measures	12-21	Jun 12	Chief Operating Officer	Systems to capture results - Several KPIs did not have adequate data capture or reporting mechanisms in place to allow the KPI to be verified.	Medium	To be modified for next Activity Management Plan	
Consents and Compliance	13.04.01	Sep 12	Chief Operating Officer	Ecan regards the Council as the consent holder as the organisation that should initiate and lead the investigations into any spills occurring.	Medium	The Unit will develop and implement agreed procedures with Ecan to address this.	

EXECUTIVE SUMMARIES OF INTERNAL AUDIT REPORTS ISSUED MAY 2014

Asset Management Planning

Introduction

The Council uses the SAP enterprise Asset Management Information System (AMIS) as the primary tool for managing assets at an individual asset level.

The Council also utilises Asset Management Plans which are tactical plans for managing infrastructure and other assets to deliver an agreed standard of service.

Activity Management Plans are an integral part of the Council's Performance Framework and are the building blocks for the Long Term Plan (LTP), listing benchmarked levels of service/measures and targets and the assets required to support their delivery, including renewal and replacement schedules.

Optimally, there will be a high degree of alignment between the Asset and Network Planning processes and information associated with the Asset Management Information System, Asset Management Plans, Activity Management Plans, the LTP and Council policy.

This review is subject to the same terms and conditions as the overall agreement between Christchurch City Council ("the Council") and PriceWaterhouseCoopers in relation to Internal Audit Services agreed June 2012. This review is not intended to, and does not, result in neither the expression of an audit opinion nor the fulfilling of any statutory audit or other requirements.

Objective

The objective was to review processes to ensure alignment between key planning documents relating to Council Assets, Asset Management Plans, Activity Management Plans, Long Term Plan and Council Policy.

Scope

The scope of this review considered:

- The progress and utilisation of the Asset Management Information System related to Asset Management Planning processes
- The status and quality of Asset Management Plans for the Council's asset base including both Infrastructure and ICT assets
- How well Activity Management Plans reflect the requirements represented in Asset Management Plans
- Whether the 2013 – 2016 Three Year Plan is reflective of the Asset component of Activity Management Plans
- How well the processes and results of all of the above are integrated or combine in the "system".

Key Findings

A good framework made up of interlinked systems and processes exists to enable robust asset management and planning. However, some Asset Management Plans are out of date and further development and integration needs to occur or be considered in order to improve linkage, integration and completeness.

The summary of our findings are below.

Asset Management Plans are not up to date

Asset Management Plans for the primary asset groups of Infrastructure and Facilities have fallen behind their rolling update programme largely due to earthquake response and recovery demands diverting capacity. This affects asset related planning and management decisions. It is intended that these are updated during 2014 in time for the next LTP process.

During the final stages of preparing and finalising the LTP, adjustments, usually centred on affordability, are not always fed back to Asset Management Plans.

The recommendations are to get Asset Management Plans up to date and to develop a business process feedback loop from LTP approval decisions to Asset Management Plans.

Strategic approaches are not mandated and business strategies are required to guide IM&CT investment

A Corporate Asset Management Policy was approved in 2012. An Asset Management Strategy to complement it is under development. This needs to be completed with the appropriate levels of review and

approval from within Council. An appropriate level of transparency and communication needs to occur 214 between the business strategy and the need for IM&CT investment.

Activity Management Plans asset information is variable and inconsistent

Existing Asset Management Plan templates for the 2013-2016 years have inconsistent information. There is a risk that with inconsistent information, decisions made within the LTP process may not be the optimal decision. Consistency and rigour around the template are therefore desirable.

Not all asset classes are in AMIS and AMIS is not fully integrated with other modules or system

A phased approach to getting all Council Assets into the enterprise Asset Management Information System (AMIS) has been slowed by earthquake response and recovery impacts affecting capacity. To date only City Water and Waste, Greenspace and Facilities assets have been included in the AMIS.

The Plant Maintenance module of SAP is the AMIS system used by the Council. The Facilities assets in both the Plant Maintenance module and the Real Estate module of SAP have similar or the same data fields in some cases. There is no automatic (only manual) updating of data between these modules. The Claims-Force system that is used to manage earthquake related repair work to facilities assets also has a manual update process to the SAP Plant Maintenance and Real Estate modules. The risk is that these asset related systems have different or conflicting data for the same asset.

The Asset Operations Board need to prioritise and plan to get the rest of the asset classes into AMIS. It should also consider whether automatic updating of property data between the Real Estate and Plant Maintenance modules and from the Claims-Force system is a priority.

Overall Management Comment

Corporate Support has provided information and feedback on the findings of this report. I am happy with the recommendations and accept the actions as detailed. (Sue Chappell, Unit Manager Corporate Support 22 January 2014).

Asset and Network Planning (CEG) have provided information and feedback on the findings of this report. I am happy with the recommendations and accept the actions as detailed. (Ron Clarke, Acting Manager Asset & Network Planning).

Agreed Actions and Timeframe

Action	Actioned by	Target Date
<p>2.1.1: All existing Asset Management Plans are updated in time for the LTP 2015 – 25 Activity Management Plan process.</p> <p>2.1.2: That a process be developed as part of the LTP final approval process that ensures a feedback loop to Asset Management Plans to ensure the latter is updated to reflect late LTP changes that affect asset management and investment.</p> <p>Action Agreed: All Asset Management Plans will be updated to reflect Draft and Final LTP.</p> <p>Agreed by Infrastructure Asset Manager concerning seven Infrastructure Asset Management Plans.</p> <p>Agreed by Corporate Services Unit Manager concerning Facilities Asset Management Plans.</p>	<p>Infrastructure Asset Manager</p> <p>Property Asset Manager</p>	<p>31 August 2014</p> <p>30 June 2015</p>
<p>2.2.1: The Asset Management Strategy 2013 that is presently in preparation needs to be completed with the appropriate levels of review and approval from within Council. The strategy should include an implementation plan, covering all the classes of Council assets.</p> <p>Action Agreed: Agreed. Being led by Infrastructure Asset Manager.</p>	<p>Infrastructure Asset Manager</p>	<p>30 June 2014</p>
<p>2.2.2: In addition to enhancing the existing Activity Management Plan pre-review and drafting process, an appropriate level of transparency and communication needs to occur between the business strategy and the need for IM&CT investment.</p> <p>Action Agreed: IM&CT review Activity Management Plans and establish a process for engagement on initiatives that have IM&CT relevance.</p>	<p>Manager Service Strategy Design & Planning</p>	<p>31 March 2014</p>

<p>2.3.1: All Activity Management Plans where assets are used to deliver services within an activity include a standardised section specifically on the assets required (including capital expenditure) and the strategic approach to their management and maintenance.</p> <p>Action Agreed: 1. The Activity Management Plan template is strengthened, with exemplars, to provide guidance on completing the asset section of Activity Management Plans.</p> <p>2. A cross-functional team, led by the Planning and Performance Manager will improve alignment between Asset Management Plans and the Levels of Service set out in the Long Term Plan.</p>	Planning Performance Manager &	215 30 April 2014
<p>2.4.1: A plan including a timeline is developed by the Asset Operations Board to incorporate those asset classes into AMIS which have not yet been added (including IM&CT Assets) and the plan is approved and implementation occurs.</p> <p>Action Agreed: Agreed by Asset Network Planning Manager as Chair of Assets Operation Board.</p>	Asset & Network Planning Manager	30 June 2015
<p>2.4.2: The Plant Maintenance and Real Estate modules automatically update data across systems, including from the Claims-Force system while it remains in place.</p> <p>Action Agreed: The Asset Operations Board via the Property Asset Manager considers whether automatic updating of property data between the Real Estate and Plant Maintenance modules and from the Claims-Force system is a priority.</p>	Property Manager Asset	31 December 2014

Business Continuity Planning

Introduction

As part of the 2013/4 Internal Audit plan it was agreed that a Business Continuity Planning ("BCP") review would be performed by PricewaterhouseCoopers ("PwC").

This review is subject to the same terms and conditions as the overall agreement between Christchurch City Council ("the Council") and PwC in relation to Internal Audit Services, as agreed June 2012.

Objective

The objective of this engagement was to determine whether there are effective BCP processes and controls in place at the Council.

Scope

This review considered the adequacy of:

- The governance, accountability and responsibility for BCP within the Council.
- The overall BCP strategy and planning internally
- Processes utilised for staff training, awareness and communications
- Processes utilised to embed BCP internally
- Exercising the business continuity plans
- Gap identification, preventative and corrective action planning
- Applying the lessons learned from prior events
- Progress with prior agreed actions, following our last BCP review delivered in November 2010.

Key Findings

Prior to the earthquakes business continuity plans were disparate, in a lot of cases out of date and lacking an over-arching framework to align resources, activities and plans. Our last review in 2010 identified 13 recommendations, of which 8 have been addressed. Business Continuity Management ("BCM") is now undergoing a refresh at CCC with lessons learned through the earthquakes and other events being incorporated.

A new BCM framework has been established with supporting policies which have been approved by the Executive team. The General Manager Corporate Services (Acting) was handed accountability for the refresh process and has identified that a number of actions are required to improve the maturity of BCM within the Council. At the same time there are budget constraints that prevent CCC from making rapid progress in completing the actions required. A common vision has been established across the Executive Team and it is our opinion that CCC are heading in the right direction overall from a BCM perspective. The vision and approach that is being taken aligns to the PwC BCM model (see Appendix A). A summary of our key findings to help support the further development of BCM in CCC are provided below.

Finding 1.1 – Responsibility for BCP in the Council

The new framework clearly defines that all staff have responsibility with regards to business continuity readiness in the Council. Not all managers and staff have BCM responsibility defined in their position or contract with the Council. This may make it difficult to implement and embed the new business continuity framework within the Council.

Recommendations

- An exercise should be performed by HR to ensure that all managers and staff have business continuity incorporated into their position description and, if possible, their contracts with the Council.
- The Business Continuity Governance group prepare and release a formal communication to all managers and staff within the Council to help ensure that all employees are aware of their responsibilities in respect to business continuity readiness.

Finding 1.2 – Resource to help implement and embed Business Continuity within the Council

The Risk Assurance manager owns the Business Continuity framework and together with Corporate Support act as champions and drivers for it, with each business unit responsible for ensuring business continuity readiness. Corporate Support have been supported by a Consultant from Black Cloud Consulting to help define and establish the business continuity framework.

The preferred resourcing option presented to the Executive team was to establish a full time Business Continuity Manager within the Council, which is common in New Zealand Councils and internationally.

Recommendation

We recommend that the Council should still pursue a strategy of recruiting and employing a dedicated, full time resource to help implement and embed the business continuity framework. 217

Finding 1.3 – Staff awareness and communications

There is a lot confusion amongst staff regarding what business continuity is. The confusion has arisen as a direct consequence of the earthquakes in respect to Civil Defence and Emergency response capability. We sense that there is a false sense of confidence in business continuity within CCC as a result of this, and, depending on the nature of any future interruption that could occur, various departments may not be adequately prepared to respond.

Recommendations

We recommend that there is coordinated awareness and communication plan developed to help support the business continuity framework. Initial communications with staff could include simple explanations of the objectives of business continuity and what the future developments will include.

Finding 1.4 – Business Impact Analysis (“BIA”) assessments

CCC management have performed a high level strategic business impact analysis, to help devise a list of essential CCC services. We noted however that a number of departments we spoke with either had an out of date Business Continuity Plan or none at all and BIA assessments have not been performed.

Recommendations

Beginning with departments that deliver Category 1 services for the Council, management should ensure that:

- a departmental BIA is conducted to identify, understand and capture the impacts that an interruption could cause;
- the results of the BIA are reviewed centrally once each BIA by category has been completed, to help refine strategy and direct resources as required; and
- once BIAs have been completed by department then each individual department can commence a process to either update or develop a new Business Continuity Plan in respect of the team’s capability to continue providing the essential services.

Finding 1.5 – Exercising Business Continuity Plans

Simulated exercises of business continuity plans have not occurred for a number of years, predominantly due to BCP resourcing but also because of the earthquake events. The more practice that teams have in working together in responding to these events, the better coordinated and more efficient the team’s response will be.

Recommendations

Once departmental BIAs have been performed and Business Continuity Plans created/refreshed, management should prepare a schedule of exercises to perform across key departments providing essential services. Exercises should be performed at least annually.

Overall Management Comment

The Corporate Services General Manager (Acting) concurs with the findings of PwC on the effectiveness of Business Continuity controls and processes within Christchurch City Council. We also thank Andrew and Sonja for the audit and for proactively providing a simple Business Continuity Framework of components that will provide an easily understood implementation journey and plan.

Agreed Actions and Timeframe

Issue	Actioned by	Target date
Finding 1.1: Responsibility for BCP in the Council – Management should build business continuity readiness into all managers and staff job/position descriptions and increase awareness of this responsibility. Actions Agreed: <ol style="list-style-type: none"> 1. Include the requirement to support and play a role in Business Continuity within position descriptions as they are updated for the 	<ol style="list-style-type: none"> 1. Rachel Tulia, HR Manager 2. Sue Chappell, Corporate Services 	<ol style="list-style-type: none"> 1. 30 June 2014 2. 30 September 2014

<p>purposes of recruitment, job evaluation as well as the creation of new PD's.</p> <p>2. Prepare and release formal communication to all managers and staff within the Council to help ensure that all employees are aware of their responsibilities in respect to business continuity readiness. Include emphasis on priority of essential services. This will have a start date as the target date and be part of ongoing communication.</p>	Manager		218
<p>Finding 1.2: Resource to implement and embed Business Continuity within the Council – Appoint a full time, dedicated Business Continuity resource.</p> <p>Action Agreed:</p> <p>Investigate the option of recruiting a full time resource to implement and embed the business continuity framework as part of the restructuring of the Council. If not possible, implement alternative plan utilising CCC managers and staff supported by external consultants.</p>	Sue Chappell, Corporate Services Manager (will be handed over to the Unit Manager Risk Assurance)	30 November 2014	
<p>Finding 1.3: Staff awareness and communications – Develop a BCM communication plan and begin communications with staff by defining the objectives of BCM for CCC and the tone at the top from both the Mayor and CEO.</p> <p>Actions Agreed:</p> <ol style="list-style-type: none"> 1. Develop awareness and communication strategy and plan to support the implementation of the business continuity framework. Will be lead by the Mayor and the CEO. 2. Provide simple explanations of the objectives of business continuity and the future developments that will support the full implementation. Use Intranet webpage. 	<ol style="list-style-type: none"> 1. Unit Manager Risk Assurance (Recruiting) 2. Sue Chappell, Corporate Services Manager 	<ol style="list-style-type: none"> 1. 30 November 2014 2. 30 September 2014 	
<p>Finding 1.4: Business Impact Analysis (“BIA”) assessments – Conduct departmental BIAs beginning with those that provide essential (category 1) services. Once completed, ensure business continuity plans are refreshed/documented.</p> <p>Actions Agreed:</p> <ol style="list-style-type: none"> 1. Conduct BIA's by department where Category 1 services are delivered, identifying, understanding and capturing the impacts that an interruption could cause. 2. Define an implementation plan for BIA's for all other departments based on priority. 3. Each department to update or develop a new business continuity plan. 	<ol style="list-style-type: none"> 1. Sue Chappell, Corporate Services Manager 2. Sue Chappell, Corporate Services Manager 3. Department Managers 	<ol style="list-style-type: none"> 1. 31 March 2015 2. 30 November 2014 3. 30 June 2015 	
<p>Finding 1.5: Exercising Business Continuity Plans – Once departmental BIAs have been performed and Business Continuity Plans created/refreshed, management should prepare a schedule of exercises to perform.</p> <p>Action Agreed:</p> <p>Prepare and implement a schedule of annualised exercises with scenarios once the departments who deliver essential services have renewed their BCP's.</p>	Sue Chappell, Corporate Services Manager (will be handed over to the Unit Manager Risk Assurance)	30 November 2014	

COUNCIL 22. 5. 2014**COMMUNITY COMMITTEE
13 MAY 2014**

**A meeting of the Community Committee
was held in the No. 1 Committee Room
on 13 May 2014 at 8.35am.**

PRESENT: Councillor Yani Johanson (Chairperson),
Councillors Ali Jones (Deputy Chairperson)
Jimmy Chen, Phil Clearwater, Paul Lonsdale, Tim Scandrett, Andrew Turner

APOLOGIES: Nil.

The Committee reports that:

PART A - MATTERS REQUIRING A COUNCIL DECISION**(1.) WALTHAM LIDO POOL REPAIR PROJECT – ADDITIONAL FUNDING REQUEST**

		Contact	Contact Details
General Manager responsible:	John Filsell, Acting General Manager, Community Services		
Officer responsible:	Darren Moses, Facilities Rebuild Portfolio Manager		
Author:	David Lees	Y	941 8948, 021 377023

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 The purpose of this report is to seek Council approval for additional funds to complete the Waltham Lido Pool Repair Project.

2. BACKGROUND

- 2.1 On 4 October 2013 Council resolved to:

Repair the Waltham Pool to 67 per cent NBS, complete betterment work specified, and replace the water treatment plant.

Allocate \$2,089,393 from the Building and Infrastructure Allowance and \$400,000 from the Capital Governance Pool for the repair of the Waltham Pool understanding that an insurance claim has not been settled.

- 2.2 During the detailed design of the works a number of additional compliance issues have been identified. The scope of works required to upgrade pool water services, upgrade the electrical services and to ensure the building is accessible is far greater than was allowed for in initial estimates. The estimate to complete the required compliance upgrades is \$888,000 higher than the original Council-approved project budget.
- 2.3 This report will request that Council approve an additional \$888,000 from the Infrastructure and Betterment Allowance Fund. In order to proceed with the repair of the Waltham Pool.

1 Cont'd

- 2.4 The report which funded this project also included Norman Kirk Pool and Lyttelton recreation Centre. Both of these projects are currently on budget. A contractor has been appointed on the Norman Kirk Memorial Pool Project and has agreed to a pre-Christmas 2014 completion date in the contract. The design of the repair work at Lyttelton Recreation Centre and Trinity Hall is complete and physical work will begin in June 2014 following building consent approval.

3. COMMENT

- 3.1 Waltham Lido Pool was damaged as a result of the earthquakes and is closed indefinitely. Waltham Lido Pool is prioritised as a Top 30 Project. Council and community feedback indicates a strong preference for the facility to be open for summer 2014/2015. Council committed to the repair of the pool on 3 October 2013 and as a result the detailed design calculations and costing for the repair of the pool have been completed.
- 3.2 The Waltham Pool repair requires an upgrade of the electrical systems to minimum compliant standards which will require a full replacement of the systems on site, including the mains electricity cabling to the site. This is due to the age of the facility and the pool having been closed for 3 years.
- 3.3 An upgrade of the pool water services systems is also needed to meet minimum code requirements. This involves the full replacement of all equipment, pipe work, and associated systems. In addition to their non-compliance with code requirements the water and electrical services are long past their useful life and as well as not meeting current pool safety standards would require high annual operational maintenance costs if it were kept in service.
- 3.4 It has been revealed that the Waltham Pool has building code non-compliances including accessibility, the revised budget costs allow to improve these to current standards.
- 3.5 The revised breakdown of costs on the Waltham Pool Repair project is as follows:

Original Estimate	Detailed Design Estimate	Difference
\$2,489,000	\$3,377,000	\$888,000

Breakdown of \$3,77,000 detailed design costs

Earthquake		
Repair	Compliance	Betterment
\$1,568,000	\$1,339,000	\$470,000

- 3.6 Betterment is allowed for on the project but has been value-engineered to a minimum necessary to present a functioning community facility. Betterment totals \$470,000 which is made up of:
- The cost for a refurbished reception area at \$67,389.
 - Upgraded BBQ shelter, inclusive of new swim viewing bleachers and site fencing at \$110,816.
 - A large volume of small improvements such as upgraded data cabling, safe fencing, security systems removing a concrete pool lip (to make the pool more accessible) and refurbishing the 1964-era changing rooms. These have a combined cost of 291,793.

1 Cont'd

- 3.7 The project team has undertaken two value engineering cycles to conserve money on the project. The project team believe the scope of the project is now the minimum standard to which Council should return the repaired facility to the community.
- 3.8 This report will recommend that the project to repair Waltham Pool proceed as originally approved by Council in October 2013. This report will also recommend that Council approve additional funding of \$888,000 primarily to cover the cost of compliance with electrical, pool plant and building code. It will allow the repair to proceed and, bar any unforeseen problems, allow the pool to open for the 2014/2015 summer season.

4. FINANCIAL IMPLICATIONS

- 4.1 A site insurance claim is currently being negotiated and it is estimated that Council is entitled to \$1,234,334 from its insurer to offset repair costs. This total includes \$116,832 indemnity.
- 4.2 The potential proceeds of an insurance claim in respect of this facility are estimated at \$1,234,334. Under a best case scenario the net cost to Council's Building and Infrastructure Allowance will be \$1,742,666. The net cost to the Capital Governance Pool will has not changed and will remain at \$400,000.
- 4.3 The recommendations of this report require Council to increase the amount set aside in the Building and Infrastructure Allowance from \$2,089,000 to \$2,977,000.
- 4.4 The approval of the recommendations of this report does not constitute a decision to authorise an insurance settlement.
- 4.5 Provision for the Waltham Lido operating costs are included in the 2013/2016 Three Year Plan.

5. STAFF AND COMMITTEE RECOMMENDATION

- 5.1 It is recommended that the Council approve an additional \$708,000 from the Council's Building's Infrastructure and Betterment Allowance, to enable reinstatement of the Waltham Lido Pool to the scope approved by Council on 3 October 2013 and amended by section 3.10 of this report.

Councillor Jones asked that her vote against the recommendation be recorded.

6. COMMITTEE CONSIDERATION

- 6.1 The Committee **request** staff to apply for external funding for the user experience costs and notes an approach to the Spreydon/Heathcote Community Board for a contribution.
- 6.2 The Committee **request** that staff provide a memo regarding the status of the plant and future potential operating costs at the pool prior to the 22 May 2014 Council meeting.

(2). FACILITIES REBUILD PLAN – REPAIR OF VICTORIA PARK INFORMATION CENTRE

		Contact	Contact Details
General Manager responsible:	(Acting) General Manager, Community Services Group	N	
Officer responsible:	Unit Manager, Transport and Greenspace	N	
Author:	Project Manager, Facilities Rebuild Programme	Y	Richie Moyle, DDI 941 6281



Photographs: 1915 Museum Collection 1983.320.2



Photo: Malcolm Kitt, October 2013

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 To seek approval to proceed with the post earthquake permanent repair of Victoria Park Information Centre. All buildings in the Heritage Programme of the Facilities Rebuild Plan must be reported to Council.

2. EXECUTIVE SUMMARY

- 2.1 The Victoria Park Information Centre, 101 Victoria Park Road, was built in 1898 to commemorate the Queen's 1897 Diamond Jubilee. The building sustained damage in the Canterbury Earthquakes and has had stabilisation and weatherproofing work carried out. The building is earthquake prone at 25 percent of the new building standard (NBS). Design work has been carried out to repair the building to 49 percent NBS. The cost of this is proposed to be funded entirely from insurance. The building will be able to resume its function as an information centre.

3. BACKGROUND

- 3.1 The repair of the Victoria Park Information Centre is aligned with the Three Year Plan (TYP) Community Outcome "An Attractive and Well-designed City", in particular protecting our heritage for future generations.
- 3.2 The recommendations are consistent with the Council 2013–2016 TYP Community Outcomes and Community Support Activity Management Plans.
- 3.3 The purpose of this report supports the Facilities Rebuild Plan and assists with the rebuild of Christchurch.

4. COMMENT

- 4.1 The idea of building a 'building of monumental character' in Victoria Park was first promoted by William Rolleston, prominent in local and national politics, as a commemorative component within the park. The original Victoria Park Kiosk was built in 1898 to commemorate Queen Victoria's 1897 Diamond Jubilee.

2 Cont'd

- 4.2 The Kiosk served as a shelter for picnic parties during windy or showery weather. It was re-floored in 1902, reconstructed in 1939 and refurbished and enclosed in 1997 to function as an information centre providing ecological, history, interpretive displays and information for visitors to the park.
- 4.3 The Kiosk and later Information Centre has been an important and consistent feature through time. It forms an aesthetic composition alongside the planted rock walls and planted back drop. It serves as an orientating device within the greater Victoria Park context. It is an example of contemporary construction, techniques and craftsmanship.
- 4.4 The building was constructed in two parts. A central brick octagonal structure with light iron roof and a lean-to structure that surrounds the inner core was originally erected with stone walls and large windows with a sarked roof. In 1997 the building was fully enclosed with windows and doors installed to the stone walls. The Information Centre suffered minor damage in the February and June 2011 earthquakes. It was stabilised between the lower and upper roof planes with ply and strapping following the February and June earthquakes and remains closed.
- 4.5 There is minor cracking to timber joinery, stone walls and brickwork. Ties between walls and roof, and joints between wall plates and fascia boards have been severed. Damage has occurred at the rigid fixing points in the brickwork where the display panels are supported, consequently causing damage to the lintels.
- 4.6 Overall the building had been estimated at 49 percent NBS prior to the earthquakes.
- 4.7 The quantitative Detailed Engineering Evaluation (DEE) assessment completed in August 2013 calculated the building's strength at 25 percent NBS, thus the building is considered earthquake prone.
- 4.8 The building is insured for \$470,466.
- 4.9 Options for permanent repair are: returning the building to its pre quake strength of 49 percent NBS, strengthening to 67 percent NBS, or strengthening to 100 percent NBS. Base isolation has not been considered an option as the building is sitting on bedrock and the likely cost would outweigh the benefit.
- 4.10 The 49 percent preferred option, which is entirely insurer funded, repairs all areas of the building that have been damaged to its pre-earthquake percent NBS. In some areas of the building, due to the repair methodology, this will result in a greater percent NBS. This includes repairing all cracks in the stone and brick work and stitching inner brick walls with Helifix Helibars, replacement of damaged bricks, reinstallation of display panels with new fixing details, repair of timber joinery, installation of a steel ring beam at the lower roof and upper level to the inner brick wall and tie existing diaphragms with specifically designed details back to brick and stone walls. The cost for this option is \$185,031 and is fully funded by insurance (aside from the 2.5 percent deductible of \$4,625) allowing the building can be reopened incurring minimal cost to Council, apart from minor routine maintenance costs. In future earthquakes it is possible that the building may sustain greater damage than if the building was strengthened to the 67 percent NBS option.
- 4.11 The difference in repair methodologies of strengthening the building from its pre earthquake 49 percent NBS to 67 percent NBS includes upper and lower roof ceiling diaphragms tied into brick and stone walls, additional steel frames at the upper level and steel channels inserted in the inner faces of the internal arches and windows. These will also serve as areas of attachment for the display panels. The cost for the 67 percent repair and strengthening option is \$254,256 of which \$69,255 plus the 2.5 percent deductible of \$4,625 would be a cost to the Council.

2 Cont'd

- 4.12 Strengthening to 100 percent would involve, in addition to the 67 percent works, reinforced concrete walls or infills and a new foundation below the original central brick area. The works will have a significantly larger impact on heritage fabric and on cost and for these reasons is not the preferred option.
- 4.13 The aim of strengthening a building to a percent NBS is to ensure that the building has a level of support built into it in order to save lives in the event of an earthquake. At the Victoria Park Information Centre this will be done by inserting the steel ring beam, diaphragms and tying the roof to the inner and outer walls. This enables the transfer of loads from roof to foundations and the building to flex. The proposed methodology will increase the resilience ability of the building.

Geotech Summary and Engineering Assessment

- 4.14 A geotechnical assessment report has not been completed for this site. The geotech engineer carried out a visual inspection of the site and commented that as the building was on bedrock a geotechnical assessment was not necessary.
- 4.15 The Quantitative Assessment completed in August 2013 calculated the building's strength at 25 percent NBS.
- 4.16 The Council's 'Earthquake-Prone, Dangerous and Insanitary Buildings Policy 2010' states that the new target for structural strengthening is 67 percent of code. Note that this is only a target.
- 4.17 The proposed repair solution will increase the overall building to a minimum 49 percent NBS. This would allow the Information Centre to reopen at minimal cost to the Council (2.5 percent deductible of \$4,625).

Insurance and Strengthening Costs

- 4.18 A Statement of Position (SOP) supporting the preliminary and provisional budget of \$185,031 for the repair of the Victoria Park Information Centre has been received from the Loss Adjusting Team.

Betterment

- 4.19 The cost of returning the buildings to pre quake strength of 49 percent will be met by the Insurers. The additional cost to bring the remaining areas of the building to 67 percent NBS will be met by the Council.
- 4.20 Routine maintenance works will be carried out on the building at the same time as the repairs. This has been estimated at \$1,500 and will be funded from the Regional Parks Building Maintenance budget.

5. FINANCIAL IMPLICATIONS

- 5.1 Costs to date total \$21,780 and are included in the total costs below.

2 Cont'd

5.2 Preliminary budgets for repair are summarised in Table 1.

Table 1

Proposed Building Strength:	Total cost	Cost to Insurer	Cost to Council
Base Isolation	N/A		
NBS 100%	\$337,830	\$185,031	\$152,799
NBS 67%	\$254,256	\$185,031	\$69,225
NBS 49% (pre EQ)	\$185,031	\$185,031	\$0
Maintenance	\$1,500		\$1,500

5.3 Table 1 shows that the total cost for the recommended 49 percent NBS repair is \$185,031, which is covered by insurance, excluding the 2.5 percent deductible of \$4,625.

5.4 There is no annual cost for security fencing as the site is not fenced.

Benefit of Repair

5.5 The Victoria Park Information Centre is a valued community asset and significant landmark. When conserved, strengthened and repaired it will be able to resume functioning as an educational and informational resource for the Port Hills.

5.6 It will remain a tangible reminder of Queen Victoria's Diamond Jubilee and continue to serve as a landmark for park users.

5.7 The information centre will continue to educate park visitors through the use of ecological, history, interpretive displays and information.

Risk of Doing Nothing

5.8 Further earthquake events and aftershocks may cause additional damage and deterioration to the building.

5.9 The building will require ongoing inspections and maintenance to keep it stabilised and minimise deterioration.

Communications

5.10 Interpretation signage will be provided informing visitors of the building's history, what has happened and what will be happening on the site. This will be erected prior to work starting.

5.11 The length of the repair programme is estimated at six months. This does not include preparation and application for consents which are expected to be a four to six month process it is expected they will not be required.

5.12 Once approval to repair and consents have been received it is expected that the physical repairs could start in August 2014.

5.13 It is expected that the re-opening of the Victoria Park Information Centre will be in September or October 2014.

5.14 Stakeholders will continue to be updated at key milestones in the programme.

6. STAFF AND COMMITTEE RECOMMENDATION

- 6.1 That the Council approve the repair of the Victoria Park Information Centre to the pre-earthquake level of 49 percent New Building Standard.

(3.) CANTERBURY EARTHQUAKE HERITAGE BUILDING FUND CHANGE OF TRUSTEES

		Contact	Contact Details
General Manager responsible:	Chief Planning Officer Strategy & Planning	Y	PA Diane Campbell, 941 - 8281
Officer responsible:	Natural Environment and Heritage Unit Manager	Y	PA Michelle Oosthuizen, 941 - 8812
Author:	Philip Barrett, Team Leader Heritage	Y	941 - 8317

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 The purpose of this report is to seek a decision on the proposed changes to the trust deed for the Canterbury Earthquake Heritage Building Fund.

2. EXECUTIVE SUMMARY

- 2.1 The Canterbury Earthquake Heritage Building Fund was established after the September 2010 earthquakes. The purpose is to provide assistance to owners of heritage buildings to repair damage caused by the series of earthquakes in the Canterbury region since September 2010. Policy and operational guidelines were developed to guide applications and decision making.
- 2.2 A deed (Attachment 1) was signed between the Heritage New Zealand (previously known as the Historic Places Trust), Christchurch City Council, Selwyn and Waimakariri District Councils. Amendments to the trust deed (Attachment 2) are proposed to remove the Councils as appointers' to the Trust. The existing trustees would then resign and Heritage New Zealand would appoint three new trustees. Both Selwyn and Waimakariri District Councils have approved the proposed changes.
- 2.3 It is not proposed to amend original clause 7.1 which provides the basis for Council staff support of the trustees. Council's heritage team is satisfied that this help ensure the existing strong and mutual support for local Heritage New Zealand staff who in the future will largely administer the trust. Council heritage staff would continue to accept and review applications and pass them on to Heritage New Zealand. Council heritage staff would also monitor conservation works where Trust grants coincide with Council grants to the same building. This arrangement will be formalised via an agreed process flow diagram with Heritage New Zealand.
- 2.4 A second deed was signed between the Trust and the Ministry for Culture and Heritage (MCH). The deed provided for the government agreement to match donations to the Trust, dollar for dollar. That dollar matching is at an end and the government and the government proposes to advance one final payment of \$1million to the Trust. The deed changes proposed are necessary to allow continued allocation under the existing policy and operational guidelines.
- 2.5 Following the transfer of funds the remaining funds for allocation amount to \$1.4million. To date the trust has allocated \$5,757,404 to buildings within the Christchurch City and Banks Peninsula limits of which \$3,902,725 has been paid out.

3 Cont'd

3. BACKGROUND

- 3.1 The deed between Heritage New Zealand, Christchurch City, Selwyn and Waimakariri District Councils was signed on 11 February 2011. The purpose of the trust is to provide assistance to owners of qualifying heritage buildings to repair damage caused by the Canterbury earthquake of 4 September 2010 and associated aftershocks. The trust deed stipulates that there shall be seven trustees – three to be appointed by the Council and one by the Historic Places Trust; these four are then to appoint three others with appropriate heritage, financial and/or legal expertise. Christchurch initially appointed Councillor Broughton and then Councillor Livingston. The Historic Places Trust appointed Anna Crighton who has chaired the trust from the beginning.
- 3.2 The Trust has received a considerable amount of money from central government through a deed of agreement with the Ministry of Culture and Heritage (MCH), dated 30 August 2012. The government agreed to match non-government donations to the fund, up to \$5 million, and to provide a further \$5 million to the Arts Centre. The deed requires the distribution of funds to be in accordance with the written policy and operational guidelines, stipulates monitoring for compliance with conditions, and sets out the reporting and audit requirements for the operation of the fund.
- 3.3 Major donations to the Trust include: Christchurch City Council \$1,020,000; Selwyn District Council \$49,500; Waimakariri District Council \$33,000; NZHPT \$362,000; Fletcher Construction \$1,000,000; and Trust itself has independently raised approximately \$300,000.
- 3.4 Over forty buildings have received \$3.8million, the majority of which are within Christchurch City (27) and Banks Peninsula (2). The allocation reflects the significant damage to qualifying buildings in the City. Christchurch City Council has donation was funded from the Heritage Incentive Grant scheme over three years.
- 3.5 The deed intention is for trustees to actively seek donations to attract government dollar matching. However the trust has struggled to establish an effective fund raising programme or a broad based funding support in the post earth quake Canterbury environment. The Government has now stopped the future matching of donations and has made the retention of the existing \$1million commitment subject to a change of the trust structure. As a result no Council will have representation on the trust should they agree to the proposed changes. Both Selwyn and Waimakariri Councils have approved the proposed changes. The deed changes do not affect the existing policy and operational guidelines. Allocation will continue albeit via a new process following an agreed process flow diagram with Heritage NZ.
- 3.6 The propose deed amendments are appropriate to firstly protect the remaining \$1million Government investment by appointing new trustees, the continuation of administrative assistance and meet audit requirements until all funds are allocated and expended. At this time will the trust then be at an end.
- 3.7 Under the original deed arrangement Council staff have undertaken the majority of the workload in administration and support of the Trust. Receiving and reviewing applications and monitoring the conservation work carried out using grant funds has meant a significant workload for heritage staff. However there have been considerable benefits for Christchurch:
- Significant funds were allocated to Council heritage buildings
 - Council had representation on the trust
 - Council's allocation of \$1million was matched with government funding
 - Heritage staff were able to provide timely information and expert advice to facilitate decision making

4. FINANCIAL IMPLICATIONS

- 4.1 There are no significant financial implications. Staff time would be required to continue to vet and pass on applications to Heritage New Zealand but this is expected to be minimal. Monitoring of CEHBF grants where the building is also a recipient of a Council Heritage Incentive grant is an efficient and effective approach.

5. STAFF RECOMMENDATION

- 5.1 That the Community Committee recommend that the Council approve the proposed amendments to the trust deed for the Canterbury Earthquake Heritage Building Fund.
- 5.2 The Strategy and Planning Group Chief Planning Officer is granted delegation to approve the amendments.

6. COMMITTEE RECOMMENDATION

- 6.1 That the item be referred directly to the Council for a decision.

PART B - REPORTS FOR INFORMATION

(4.) HERITAGE WEEK 2014 UPDATE

The Committee **decided** to receive a report regarding Heritage Week which will be held from 17 to 20 October 2014.

(5.) INTRODUCTION OF MULTICULTURAL ADVISOR

This item will be taken when the meeting is reconvened at a later date.

(6.) FACILITIES REBUILD PORTFOLIO: MONTHLY STATUS UPDATE

This item will be taken when the meeting is reconvened at a later date.

PART C – DELEGATED DECISIONS

(7.) DEPUTATIONS BY APPOINTMENT

- 7.1 David Welch addressed the Committee regarding a proposal to relocate Chippenham Lodge.

The Committee **requested** that staff report on the feasibility of relocating the Chippenham Lodge to the Botanic Gardens or other public sites.

- 7.2 Paul McMahon addressed the Committee regarding the Waltham Lido Pool Repair Project.

The meeting was adjourned at 9.45am reconvened at 12.38pm and adjourned at 12.42pm on 13 May 2014.

CONSIDERED THIS 22ND DAY OF MAY 2014

MAYOR

DATED 11 FEBRUARY 2010

TRUST DEED

CANTERBURY EARTHQUAKE HERITAGE BUILDINGS FUND

HELMORE AYERS
BARRISTERS & SOLICITORS
CHRISTCHURCH

Established 1884

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TRUST DEED

THIS DEED made the 11th day of FEBRUARY 2014

BETWEEN:

- (1) THE NEW ZEALAND HISTORIC PLACES TRUST, CHRISTCHURCH CITY COUNCIL, WAIMAKARIRI DISTRICT COUNCIL and SELWYN DISTRICT COUNCIL (the "Settlers"); and
- (2) [NAME, ADDRESS, OCCUPATION of Trustees] (the " Trustees").

WHEREAS:

- (a) The parties to this document wish to establish the Trust for the purpose described in part 2.0; and
- (b) The parties have agreed to enter into this document specifying who can benefit from the Trust and providing for its control and administration; and
- (c) The Settlers have paid the other parties to this document (jointly) \$10.00 to hold on the Trust and subject to the powers referred to in this document; and

THIS DEED WITNESSES as follows:

1.0 Interpretation

1.1 In this document the following terms have the following meanings (unless the context requires otherwise):

- (a) "Appointor" means each of the New Zealand Historic Places Trust, Christchurch City Council, Waimakariri District Council and Selwyn District Council.
- (b) "Elected Trustee" means any Trustee elected as provided for at clause 5.2(c).
- (c) "Beneficiaries" means all Discretionary Beneficiaries and Final Beneficiaries.
- (d) "Date of Distribution" is the date of expiry of the Trust Period.
- (e) "Discretionary Beneficiaries" means the Owners of Qualifying Buildings.
- (f) "Final Beneficiary" means the New Zealand Historic Places Trust. .
- (g) "Qualifying Heritage Buildings" means buildings within the districts of the Canterbury Region that are:
 - Historic buildings listed in a City or District Plan or in New Zealand Historic Places Trust's Register of historic places, historic areas, wahi tapu or wahi tapu areas; or
 - Buildings and groups of buildings that make a significant contribution to the historic identity and visual character of communities; or
 - Marae buildings and other buildings of cultural significance to Maori.

- (h) "Financial Year" has the meaning given in clause 15.1;
- (i) "Owner" means any person who is seised or possessed of any estate, interest or right relating to land whether at law or in equity and whether in possession or in expectancy.
- (j) "Resolution" means a resolution approved by a bare majority of Trustees entitled to vote and voting on the matter, whether at a meeting of Trustees or by written resolution or as otherwise provided for under this document;
- (k) "Three Territorial Authorities" means together Christchurch City Council, Waimakariri District Council and Selwyn District Council;
- (l) "Trust" means the trust created by this document;
- (m) "Trust Board" means the Trustees acting together as such;
- (n) "Trust Period" means the period from the date of this document to the earlier of:
 - 30 June 2015;
 - full distribution of the Trust Fund.
- (o) "Trust Fund" includes:
 - (i) The sum of \$10.00 referred to in clause 2.1; and
 - (ii) All other property now or in the future held or received by the Trustees for the purposes of the Trust; and
 - (iii) All property substituted for or purchased from the Trust Fund; and
 - (iv) All accretions or additions to the Trust Fund; and
 - (v) All income of the Trust Fund; and
- (p) "Trustee" means any trustee or trustees of the trust referred to in this document for the time being whether original, additional or substituted.
- (q) "Year" means:
 - (i) The period beginning on the day the Trust Fund begins generating income and ending on the following 30 June; and after that
 - (ii) Each period beginning on 1 July and ending on the following 30 June.

1.2 In this document (unless the context requires otherwise):

- (a) The singular includes the plural and the plural includes the singular.
- (b) A reference to a gender includes the other gender.
- (c) A reference to a person includes a partnership or corporation.

- (d) A reference to a person includes (where applicable) its successors, personal representatives and permitted assigns.
- (e) A reference to a power includes a right, authority or discretion.
- (f) A reference to this document includes a written variation of it.
- (g) If a provision is found to:
 - (i) be illegal or void; or
 - (ii) make any other provision of this document illegal or void;
 the provision will be severable and it will not affect the validity of the other provisions of this document.

2.0 Declaration of Trust

- 2.1 The name of the Trust shall be "CANTERBURY EARTHQUAKE HERITAGE BUILDINGS FUND".
- 2.2 The purpose of the Trust is to provide assistance to owners of Qualifying Heritage Buildings to repair damage caused by the Canterbury earthquake of 4 September 2010 and associated aftershocks.
- 2.3 In consideration of the payment by the Settlers to them of \$10.00, the Trustees will hold the Trust Fund on:
 - (a) The powers expressed in this document; and
 - (b) The trust referred to in part 2.0; and
 - (c) The other powers and obligations resulting from this trust.
- 2.4 During the Trust Period, the Trustees may pay or apply so much of the net annual income of the Trust Fund as the Trustees think fit in payment of any liability accruing in relation to the Trust Fund regardless of whether the liability is then payable.
- 2.5 During the Trust Period the Trustees may:
 - (a) Pay or apply so much of the net annual income of the Trust Fund as the Trustees think fit to or for such of the Discretionary Beneficiaries as the Trustees appoint; and
 - (b) Pay, apply or transfer so much of the capital of the Trust Fund as the Trustees think fit to or for such of the Discretionary Beneficiaries as the Trustees appoint.
- 2.6 On the Date of Distribution the Trustees will hold any remainder of the Trust Fund on trust for the Final Beneficiary for the purpose of furthering the objects set out in this deed.

3.0 Criteria for Payment or Application of Trust Fund

- 3.1 No part of the Trust Fund may be paid or applied outside New Zealand.
- 3.2 Subject to clauses 2.6 and 3.1 the Trustees shall determine how to exercise the powers conferred on them by this document. In doing so they are to have regard to the criteria set out in paragraph 3.3.
- 3.3 The Trust Fund may be used:
- (a) to achieve maximum public benefit. Priority is to be given to places of the greatest heritage significance.
 - (b) To provide assistance to the owners of qualifying buildings should insurance cover and other sources of funding be insufficient to meet the actual cost of relevant repairs and associated works including conservation structural upgrading and building compliance.
 - (c) to secure the long-term future of Qualifying Buildings. Covenants registered against the relevant property or other appropriate legal instruments may be required by the Trustees as a condition of funding.

4.0 Office

- 4.1 The office of the Trust will be care of Christchurch City Council, 53 Hereford Street, Christchurch 8011 or such other place in New Zealand as the Trustees may from time to time determine.

5.0 Trustees

- 5.1 The business and affairs of the Trust shall be managed by the Trustees.
- 5.2 The parties to this document, other than the Settlers, shall be the first Trustees.
- (a) There shall thereafter be no less than seven Trustees.
 - (b) One Trustee shall be appointed in writing by each Appointor. That Appointor shall have the power to remove that Trustee at any time by notice in writing to that Trustee and to the Chairperson of the Board provided the Appointor then appoints a replacement Trustee.
 - (c) The Trustees appointed under clause 5.2(b) shall, by unanimous resolution, elect three further Trustees with appropriate skills, including heritage, financial and legal expertise. The Board may remove any Elected Trustees by unanimous resolution at any time provided it then appoints a further Elected Trustee as a replacement.
- 5.3 All secretarial treasury and other administrative services reasonably required by the Trustees will be provided by the Christchurch City Council. The cost of providing these services will be met in agreed proportions by the Territorial Authorities.
- 5.4 A person will immediately cease to be Trustee when she or he:
- (a) Resigns from office by giving written notice to the Trustees or the Secretary; or
 - (b) Dies; or
 - (c) Is declared bankrupt; or

- (d) Is found to be a mentally disordered person within the meaning of the Mental Health (Compulsory Assessment and Treatment) Act 1992; or
- (e) Becomes a protected person within the meaning of the Protection of Personal and Property Rights Act 1988; or
- (f) Is removed from office under clause 5.2; or
- (g) Is absent without leave from 3 consecutive ordinary meetings of the Trustees; or
- (h) Is convicted of any offence punishable by imprisonment.

5.5 Clauses 5.4(a) and (f) will not apply if the result would be to leave the Trust with no Trustees.

6.0 Meetings of the Board

6.1 The procedure for meetings of the Board shall be as follows:

- (a) a quorum will be a majority of the Trustees at the relevant time.
- (b) all decisions shall, if possible, be decided by consensus. In the event that a consensus cannot be reached then a decision shall be made by a majority vote by show of hands of the Trustees present (unless otherwise provided under this document).
- (c) the Chairperson shall be appointed from among the Trustees from time to time and will preside at the meeting.
- (d) if the Chairperson is to be absent from a proposed meeting, the Chairperson may, in writing or electronically, appoint a proxy to exercise the Chairperson's powers under this document at that meeting of the Trustees.

6.2 The Christchurch City Council shall ensure that a Secretary is available to:

- (a) attend the meetings of the Trustees;
- (b) notify each Trustee a reasonable time before a meeting, either verbally or in writing; and
- (c) maintain a minute book which is available to any Trustee and which, for each meeting of the Trustees, records:
 - (i) the names of those present; and
 - (ii) all decisions which are required by this document or by law to be made by the Trustees; and
 - (iii) any other matters discussed at the meeting of the Trustees.

6.3 A written resolution signed by 75% of the Trustees shall have the same effect as if the resolution was passed as an ordinary resolution at a meeting. A written resolution signed

by all Trustees shall have the same effect as if the resolution was passed unanimously at a meeting. Such resolutions may consist of several like documents each signed by one or more of the Trustees and may be sent by facsimile or email.

- 6.4 (a) Where a Trustee, whether directly or indirectly, has a material interest in any contract or proposed contract, arrangement, or dealing with the Trust (other than as a member of the public or as a member, officer, or employee of any firm, company or organisation that has an equivalent interest to a member of the public), such Trustee shall disclose the nature of that interest at a meeting of the Trustees and such disclosure shall be duly recorded in the minutes of that meeting.
- (b) A Trustee required by clause 6.5(a) to disclose a material interest may be counted in a quorum present at a meeting of Trustees but shall not vote in respect of the matter in which the Trustee is interested (and if the Trustee does so vote such vote shall not be counted).
- (c) Notwithstanding clauses 6.5(a) and (b), where a Trustee is unable to disclose the nature of his or her interest due to confidentiality obligations or a need to protect commercially sensitive information, then that Trustee shall not be required to disclose the nature of that interest but shall be required to disclose the fact that he or she has an interest and is unable to disclose the nature of that interest for the reasons set out in this clause 6.5(c). Such a Trustee shall not be counted in a quorum present at a meeting of Trustees in respect of the matter in which the Trustee is interested, shall not be entitled to join in discussions on that matter and shall not vote in respect of that matter (and if the Trustee does vote such vote shall not be counted).
- (d) If any question shall arise at any meeting of Trustees as to the materiality of a Trustee's interest or as to the entitlement of any Trustee to vote, and such question is not resolved by the Trustee voluntarily agreeing to abstain from voting, such question shall be referred to the Chairperson of the meeting and whose ruling on the matter shall be final and conclusive, except in a case where the nature or extent of the interest of the Trustee concerned has not been fairly disclosed.
- 6.5 Subject to this part 6.0, the Trustees may stipulate any other aspect of meeting procedure.
- 7.0 Proposals and Applications for Funding**
- 7.1 The Christchurch City Council will be responsible for receiving and distributing all proposals and applications for funding from the Trust. This includes those proposals and applications lodged directly with the Trustees and the Territorial Authorities.
- 7.2 Staff at the Historic Places Trust and at each of the Territorial Authorities will deal with proposals and applications lodged in respect of qualifying buildings on the Trust's register or those situated in the relevant territorial authority's district. They will:
- (a) Act as the Trust's expert advisors in relation to possible distributions from the fund;
- (b) Analyse and consider all proposals and applications;
- (c) Recommend that an application or proposal be declined or accepted.
- 7.3 Proposals and applications in respect of qualifying buildings situated in districts other than the Territorial Authorities will be dealt with as if they had been lodged in accordance with the procedure set out in clause 7.2.

7.4 The Trustees shall decide whether or not to make a distribution after receiving a report on each proposal or application lodged.

7.5 The amount to be distributed and any terms and conditions recommended will be included in the advice provided to the Trustees.

7.6 Any distribution in respect of a proposal or application approved by the Trustees will be subject to the Trustees being satisfied that all other available sources of funding, including the proceeds of insurance are exhausted before the distribution is made.

8.0 Trust Fund Management

8.1 Subject to parts 2.0 and 10.0, the Trustees have the same powers in respect of the Trust Fund as the Trustees would have if they were the absolute owners of the Trust Fund but pending its distribution the Trust Fund must at all times comprise bank deposits (whether call or term).

8.2 Where a Trustee is engaged in any profession, employment or business, then that Trustee shall not be required to exercise the care, diligence and skill that a prudent person engaged in that profession, employment or business would exercise in managing the affairs of others. Rather, that Trustee or those Trustees (as the case may be) shall be required only to exercise the care, diligence and skill that an ordinary person of business would exercise in managing the affairs of others.

8.3 One of the functions of the Trustees will be to identify possible sources of funding and to support efforts by the New Zealand Historic Places Trust and districts in the Canterbury region, including the Territorial Authorities, to encourage public contributions to the Trust Fund.

8.4 In managing the fund the Trustees will have regard to the Canterbury Earthquake Heritage Building Fund Policy adopted by the Territorial Authorities.

9.0 Income, Benefit or Advantage to be applied to the Trust Fund

9.1 Any income, benefit or advantage will be applied to the Trust Fund.

9.2 Without limiting clause 8.1:

- (a) The Trustees may pay, apply or appropriate, or decide to pay, apply or appropriate as much of the income arising from the Trust Fund in a Financial Year as they think fit towards the fulfilment of the purpose of the Trust.
- (b) The Trustees, by written resolution, may appropriate any investments to fulfil the purpose of the Trust in anticipation of a payment or application under clause 8.1.
- (c) In any Financial Year, the Trustees may appropriate all or part of the income derived or to be derived from the Trust Fund during that Financial Year even though, at the time of appropriation, they have not received the income being appropriated.
- (d) The Trustees need not distribute all of the income arising from the Trust Fund in a Financial Year, but may retain or decide to retain all or part of that income to establish or augment any reserve fund, which may be used at any later time for any purpose for which income arising from the Trust Fund may be used.

10.0 Capital Trusts

- 10.1 At any time the Trustees may, or may decide to pay, apply or appropriate as much of the capital of the Trust Fund as they think fit. Any payment, application or appropriation of capital may be made either in addition to, or in place of, any payment, application or appropriation of income.

11.0 Restrictions

- 11.1 No Trustee shall derive any income or financial benefit or advantage from the Trust where they can materially influence the payment of the income or financial benefit or advantage except where that income or financial benefit or advantage is derived from usual professional, business or trade charges for services rendered to the Trust by that Trustee or by any firm or entity of which that Trustee is a member, employee or associate, in connection with the affairs of the Trust charged at no greater rate than current market rates.
- 11.2 Each of the three further Trustees appointed under clause 5.2(c) shall be entitled to a refund of all monies which are reasonably expended by that Trustee in respect of their attendance at meetings of the Trustees or otherwise in transacting the affairs of the Trust as determined by the Trustees.

12.0 Power to Delegate

- 12.1 The Trustees may from time to time appoint any committee and may delegate any of their powers and duties to any such committee or to any person. The delegation must be in writing and set out the powers and duties delegated. The committee or person may without confirmation by the Trustees exercise or perform the delegated powers or duties in the same way and with the same effect as the Trustees could themselves have done.
- 12.2 It will not be necessary for any person who is appointed to be a member of any such committee, or to whom a delegation is made, to be a Trustee.
- 12.3 Any committee or person to whom the Board has delegated powers or duties shall be bound by the terms of the Trust and any terms or conditions of the delegation set by the Trustees.
- 12.4 The Trustees may revoke the delegation at will. No delegation shall prevent the exercise of any power or the performance of any duty by the Trustees.
- 12.5 An individual Trustee may delegate any of their powers to any person. The delegation must be in writing and set out the powers delegated. The delegate may, without confirmation by the Trustees, exercise or perform the delegated powers in the same way and with the same effect as the Trustee delegating the relevant powers could have done. Any such delegation must be communicated in writing to the Trustees when made.

13.0 Financial and Reporting Arrangements

- 13.1 The financial year of the Trust will be from 1 July to 30 June in the following year.
- 13.2 At the first meeting of the Trustees in each financial year, the Trustees will decide by resolution the following:
- (a) How money will be received by the Trust; and
 - (b) Who will be entitled to produce receipts; and

- (c) What bank accounts will be operated for the next year, including the purposes of and access to accounts; and
- (d) Who will be allowed to authorise the production of cheques and the names of cheque signatories; and
- (e) The policy concerning the investment of money by the Trust, including what type of investment will be permitted.

13.3 At the first meeting of the Trustees in each financial year (other than the first financial year) the Trustees shall present a statement of the Trust's income and expenditure during the previous financial year and a statement of its assets and liabilities at the end of that financial year.

13.4 The Corporate Finance Unit of the Christchurch City Council shall ensure that true and fair accounts are kept of all money received and expended by the Trust.

13.5 The Trustees will, as soon as practicable, and in any case within two months, after the end of the financial year of the Trust, arrange for the accounts of the Trust for that financial year to be audited.

13.6 The Trust is a Council Organisation as defined by the Local Government Act 2002 and will accordingly undertake the reporting which that Act requires.

13.7 The Trustees will report to the Minister for Arts, Culture and Heritage as and when required by the Minister.

14.0 Amendment of Trust Deed

14.1 Subject to any relevant legislation for the time being in force and only with the prior written consent of the settlors, the Trustees have the power by Deed:

- (a) to amend, revoke or add to any of the provisions of this Trust Deed unless to do so would amend, revoke or add to its purpose, or would enable a payment or application of any part of the Trust Fund in a manner that is inconsistent with its purpose; and
- (b) Notwithstanding clause 14.1(a) to amend, revoke or add to this Trust Deed including for the purpose of and to the extent it is necessary to do so for the Trust to qualify for 'Donee' status under the Income Tax Act 2007.

15.0 Mediation

15.1 If a dispute arises out of or is related to this document the Trustees agree to try and resolve the dispute by mediation administered by an agreed party or if no party can be agreed upon by a party nominated by the President of the New Zealand Law Society.

15.2 If the Trustees are in doubt over any matter relating to the administration of the Trust Fund, or over the exercise of any power vested in them, they may obtain and act upon the opinion of a barrister of the High Court of New Zealand of at least seven years' standing. And they may act upon the barrister's opinion without being liable to any person who may claim to be beneficially interested in respect of anything done in accordance with

that opinion. This right to obtain and act upon a barrister's opinion, however, will not restrict the Trustees' right to apply to the High Court of New Zealand for directions.

16.0 Liability of Trustees

16.1 A Trustee shall be liable only for any loss attributable to his or her dishonesty or to his or her wilful commission or omission of an act which he or she knows to be a breach of trust. In particular, no Trustee shall be bound to take, or be liable for failing to take, any proceedings against a co-Trustee for breach or alleged breach of trust.

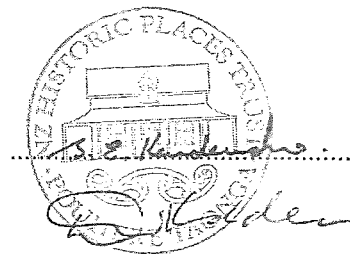
17.0 Indemnity

17.1 A Trustee shall be entitled to exoneration and indemnity out of the assets of the Trust for any liability which that Trustee incurs in relation to the Trust and which is not attributable to that Trustee's dishonesty or to his or her wilful commission or omission of an act which he or she knows to be a breach of trust.

18.0 Trust Administration Costs

18.1 The Christchurch City Council, Waimakariri District Council and Selwyn District Council jointly and severally indemnify the Trustees in respect of the reasonable costs which the Trustees incur in administering the Trust Fund.

SIGNED by THE NEW ZEALAND HISTORIC
PLACES TRUST by its authorised signatory as)
Settlor in the presence of:)



WITNESS:

Signature:

Occupation:

Address:

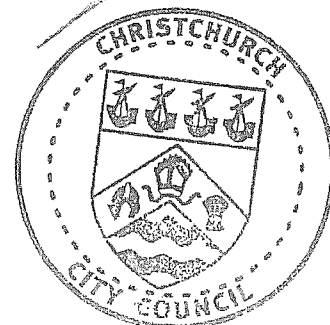
SIGNED by CHRISTCHURCH CITY
COUNCIL by its authorised signatory as Settlor)
in the presence of:)

WITNESS:

Signature:

Occupation:

Address:



SIGNED by WAIMAKARIRI DISTRICT)
COUNCIL by its authorised signatory as Settlor)
in the presence of:)

[Signature]

WITNESS:

Signature: *[Signature]*

Occupation: I W Thomson

Solicitor
Christchurch

Address:

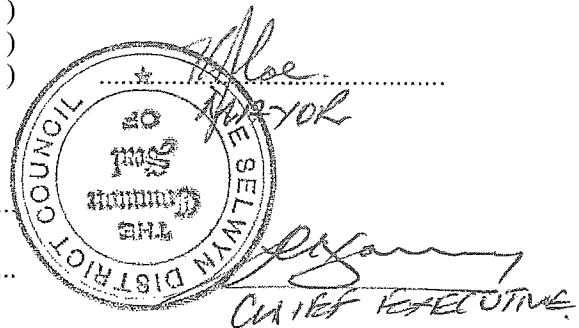
SIGNED by SELWYN DISTRICT)
COUNCIL by its authorised signatory as Settlor)
in the presence of:)

WITNESS:

Signature:

Occupation:

Address:



SIGNED by [name] JOHN RICHARD REYER)
as Trustee in the presence of:)

WITNESS:

Signature: *[Signature]*

Occupation:

Address:

I W Thomson
Solicitor
Christchurch

SIGNED by [name] MELAN CLARE BROUGHTON)
as Trustee in the presence of:)

[Signature]

WITNESS:

Signature: *[Signature]*

Occupation:

Address:

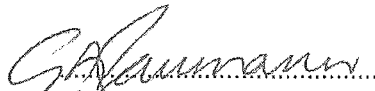
I W Thomson
Solicitor
Christchurch

SIGNED by ANNA LOUISA DE LAUNAY CRIGHTON
as Trustee in the presence of:)



WITNESS:

Signature:



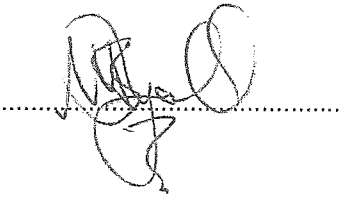
Occupation:

Solicitor

Address:

Wellington

SIGNED by MAX COCH BRUCE LYALL
as Trustee in the presence of:)



WITNESS:

Signature:



Occupation:

I W Thomson
Solicitor
Christchurch

Address:

SIGNED by [name])
as Trustee in the presence of:)

.....

WITNESS:

Signature:

Occupation:

Address:

SIGNED by [name])
as Trustee in the presence of:)

.....

WITNESS:

Signature:

Occupation:

Address:

SIGNED by [name])
as Trustee in the presence of:)

WITNESS:

Signature:

Occupation:

Address:

This **Deed of Amendment of Trust** is made on May 2014

By Anna Louisa de Launey Crighton
Bradley Haig McDonald
Christopher Stephen Hausmann
Glenn Wallace John Livingstone
Judith May Hoult
Malcolm Bruce Lyall
William Henry Fulton
(the 'Trustees')

Introduction

1. The Trustees are the Trustees at present of the Canterbury Earthquake Heritage Buildings Fund (the **Trust**) created by deed dated 11 February 2011 (the **Deed**) made by The New Zealand Historic Places Trust, Christchurch City Council, Waimakariri District Council and Selwyn District Council (the **Settlers**).
2. Under clause 14 of the Deed, the Trustees of the Trust have power to amend, revoke or add to any of the provisions of the Deed with the prior written consent of the Settlers.
3. The Trustees have resolved to further amend the Deed in the manner set out in this deed and have received the written consent of the Settlers to the changes.

It is agreed

- A. The amendments made to the Deed by this deed shall take effect at midnight on the date of this deed.
- B. In Clause 1.1 the definition of appointor be amended to read as follows:
"Appointor means New Zealand Historic Places Trust"
- C. Clause 5.2(a) be amended by deleting the word 'seven' so that the clause reads:
"There shall thereafter be no less than 3 Trustees."
- D. Clause 5.2(b) be replaced as follows:

"The Appointer shall appoint the Trustees in writing. The Appointer shall have the power to remove any Trustee at any time by notice in writing to that Trustee and to the Chairperson of the Board provided the Appointer then appoints a replacement Trustee"
- E. Clause 5.2 (c) be deleted.
- F. Clause 5.3 be amended to read as follows:
*"All secretarial treasury and other administrative services reasonably required by the Trustees will be provided by the ~~Christchurch City Council~~ **New Zealand Historic Places Trust**. ~~The cost of providing these services will be met in agreed proportions by the territorial Authorities~~."*
- G. Clause 6.2 be amended to read as follows:

"6.2 The ~~Christchurch City Council~~ New Zealand Historic Places Trust shall ensure that a Secretary is available to:"

H. Clause 8.3 be deleted.

I. Clause 13.4 be amended to read as follows:

"The ~~Corporate Finance Unit of the Christchurch City Council~~ New Zealand Historic Places Trust shall ensure that true and fair accounts are kept of all money received and expended by the Trust."

J. Clause 13.6 be deleted.

K. Clause 17.1 be amended by the addition of:

"This clause cannot be revoked or varied in any way at any time by Trustees."

Execution

Executed as a deed

SIGNED by Anna Louisa De Launey Crighton
in the presence of:

Witness Signature

Print Name

Witness Occupation

Place of residence

SIGNED by Bradley Haig Mc Donald
in the presence of:

Witness Signature

Print Name

Witness Occupation

Place of residence

SIGNED by Christopher Stephen Hausmann
in the presence of:

Witness Signature

Print Name

Witness Occupation

Place of residence

SIGNED by Glenn Wallace John Livingstone
in the presence of:

Witness Signature

Print Name

Witness Occupation

Place of residence

SIGNED by Judith May Hoult
in the presence of:

Witness Signature

Print Name

Witness Occupation

Place of residence

SIGNED by Malcolm Bruce Lyall
in the presence of:

Witness Signature

Print Name

Witness Occupation

Place of residence

SIGNED by William Henry Fulton
in the presence of:

Witness Signature

Print Name

Witness Occupation

Place of residence

SIGNED by
in the presence of:

Witness Signature

Print Name

Witness Occupation

Place of residence

COUNCIL 22. 5. 2014

Clause 19

**HOUSING COMMITTEE
13 MAY 2014**

**A meeting of the Housing Committee
was held in the No. 1 Committee Room
on 13 May 2014 at 1.00pm.**

PRESENT: Councillor ,Pauline Cotter (Acting Chairperson), Councillors Phil Clearwater, Yani Johanson, Glenn Livingstone and Paul Lonsdale.

APOLOGIES: Councillor Ali Jones for absence.
Councillor Glenn Livingstone for lateness; Councillor Livingstone arrived at 2.41pm and was absent for clauses 2, 3, 7 and 8.
Councillor Phil Clearwater for early leaving; Councillor Clearwater left the meeting at 3.22pm and was absent for clauses 5 and 6.

The Committee reports that:

PART A - MATTERS REQUIRING A COUNCIL DECISION**(1.) FACILITIES REBUILD SOCIAL HOUSING PROGRAMME STATUS UPDATE**

		Contact	Contact Details
General Manager responsible:	Transitional Change Manager	N	
Officer responsible:	Unit Manager Community Support	N	
Author:	Scott Bennett – Facilities Rebuild Social Housing Programme Manager	Y	DDI 941 8114

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 This report provides a status update on the Facilities Rebuild Social Housing Programme.

2. EXECUTIVE SUMMARY

- 2.1 The Social Housing Programme has a total portfolio of 2663 units. It also includes 113 units closed in the Residential Red Zone (located across 5 housing complexes).

As at 29 April 2014, 2219 (**84%**) units are open (refer Figure 1).

(1.) Cont'd

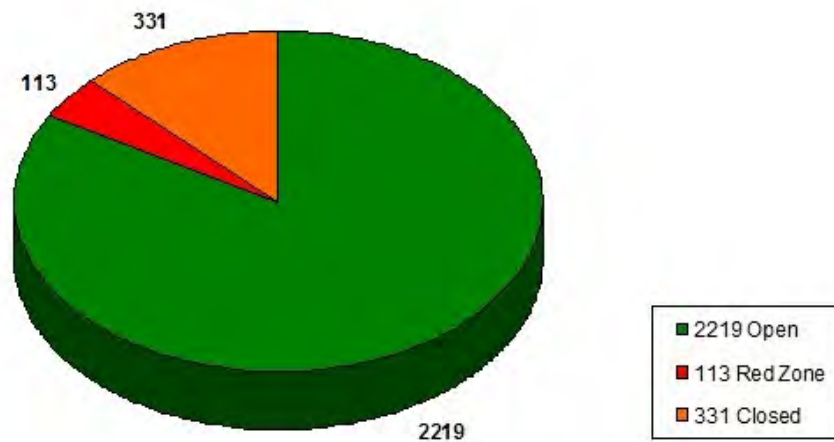


Figure 1: Social Housing Portfolio Status – 28 March 2014

- 2.2 Closed units total 331 subject to repair or rebuild under the Facilities Rebuild Programme and consist of the following:
 - 2.2.1 268 units closed due to varying degrees of structural damage and design weakness, which includes 144 units closed due to failing a Detailed Engineering Evaluation assessment.
 - 2.2.2 63 units closed due to health & safety (from Civil Defence Yellow Placard).
- 2.3 The 444 closed units (inclusive of the red zone units) consist of 11 bedsits, 137 studios, 194 single bedroom, 97 two bedroom and 5 three bedroom units. Of note, there are 70 closed two bedrooms at the Brougham Village complex.
- 2.4 Over the period, 7 units were closed in HP Smith Courts Block B on a 7 day notification after a damage assessment identified a brittle failure mechanism. All affected tenants were successfully housed in alternative Council social housing units.
- 2.5 Housing Wait List Status:
 - 2.5.1 As at 29 April 2014, there are 306 applicants on our waiting list consisting of 241 single applicants, 25 couples and 40 families. Thirty six of these applications have been assessed as having urgent, immediate need.

3. BACKGROUND

- 3.1 The Social Housing Portfolio has been currently divided into three streams of work with current metrics as follows:
 - 3.1.1 Stream 1: Repair and Replacement: 1754 Units (1549 Open Units + 205 Closed Units)
 - 3.1.2 Stream 2: Red Zone: 113 Units being replaced through intensification of existing sites.
 - 3.1.3 Stream 3: Partnership Programme: Replacement of 479 Units (353 Open Units + 126 Closed Units) across 17 complexes that were previously identified in 2009 to be poor performers and planned for early replacement subject to funding.
- 3.2 The current status of the Social Housing Portfolio is shown in figure 2.

(1.) Cont'd

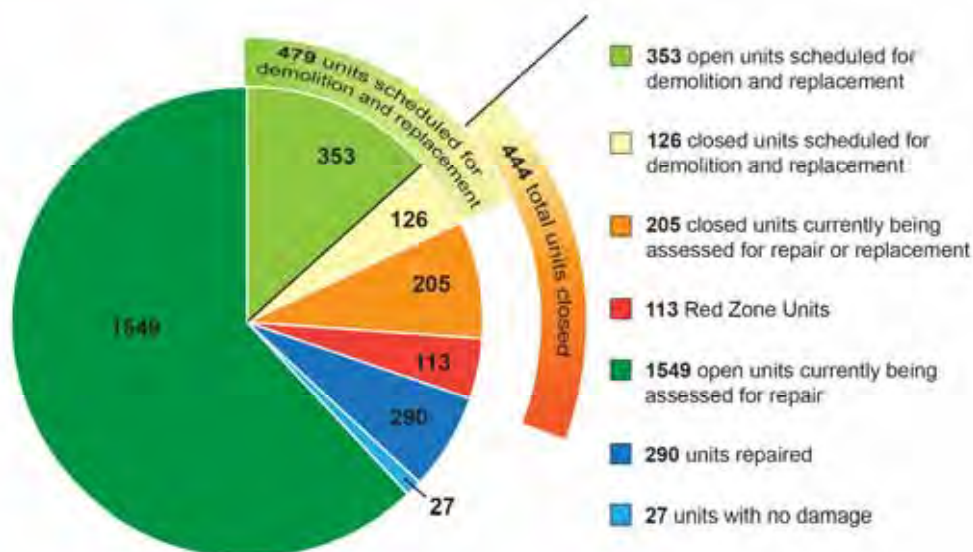


Figure 2: Social Housing Portfolio Current Status – 17 April 2014

3.3 Social Housing Work Packages:

The delivery of the Facilities Rebuild Social Housing Programme streams of work has been allocated within 5 Work Packages spanning the following dates in alignment with the overall Facilities Rebuild Programme:

- 3.1.1 Work Package 1 (1 year duration: January 2013 to December 2013)
- 3.1.2 Work Package 2 (1.5 year duration: January 2014 to June 2015)
- 3.1.3 Work Package 3 (1 year duration: July 2015 to June 2016)
- 3.1.4 Work Package 4 (1 year duration: July 2016 to June 2017)
- 3.1.5 Work Package 5 (1 year duration: July 2017 to June 2018)

3.4 Refer to **Attachment 1** for the Social Housing Asset Repair Programme Delivery Strategy.

3.5 The Facilities Rebuild Programme is striving to repair or replace the remaining 205 closed units on or before the end of Work Package 3 (June 2016) and complete the open unit repairs in Work Package 5 by December 2017. The speed of the open unit repairs programme is limited by the rate of which tenants can be temporarily relocated while repairs are carried out.

4. COMMENT

4.1 Work Package 2 Summary:

Work Package 2 progress summary is shown in figure 4. Subsequent to the last March 2013 report, monthly progress is summarised as follows:

- 4.1.1 Detailed Engineering Evaluations have been completed on all social housing complexes.
- 4.1.2 19 open unit repairs have been completed at Hornby Courts and 3 open unit repairs at Lyn Christie Place.

(1.) Cont'd

- 4.1.3 Repairs are currently underway on the remaining 23 open units and 1 closed unit at Lynn Christie Place, 3 open units at Hornby Courts and 22 open units at Greenhurst Courts.
- 4.1.4 Significant work is underway on the Earthquake Commission (EQC) Global Settlement Claim for the Social Housing portfolio to speed up the repair and rebuild process. The Council Technical Advisory Group has developed and continues to refine the model for quantifying the total claim damage assessment. Unfortunately, this process has led to a suspension of the current joint damage assessment process with implications on the associated repairs programme. Work Package 2 repair targets will be confirmed following finalisation of the EQC settlement.
- 4.1.5 Evaluation of the Tenders for the intensification of 25 new units at Harman Courts, Berwick Courts and HP Smith Courts that closed on 12 March 2014 is nearing completion. Following Council tender award approval to proceed, completion is currently forecast to be in April 2015.
- 4.1.6 Detailed design for the 8 new intensification units at Knightsbridge Lane is nearing completion with resource consent application lodged on 20 February 2014 and building consent to follow imminently. Completion is now targeted for February 2015.
- 4.1.7 The Dundee Place 12 new intensification units are progressing well through construction with external landscaping and final interior fit-out activities progressing as shown in figure 3. Practical completion is now scheduled for 3 May 2014 due to some external landscaping delays due to weather with the first units ready to be occupied soon after.



Figure 3: Dundee Place 12 x New Intensification Units Construction Progress (April 2014)

- 4.1.8 The Facilities Rebuild Project Team are continuing to assist City Housing in delivering the feasibility studies for the 17 'old and cold' complexes identified in 2009 for early replacement through Partnership.

(1.) Cont'd



Figure 4: Social Housing Work Package 2 Progress – 29 April 2014

5. FINANCIAL IMPLICATIONS

- 5.1 The \$21 million EQC Interim payment is now fully committed to housing unit repairs, new unit builds on existing sites, demolitions and the trial relocation of residential red zone houses. At the current time, there are no funds to progress the programmed Work Package 2 unit repairs beyond August 2014 until a global portfolio settlement is reached with EQC.
- 5.2 The resulting insurance settlement for earthquake damage to housing portfolio will be insufficient to repair and/or replace all of the earthquake damage housing stock. This is primarily due to both the forecast unit rebuild costs along with the unit repair costs for significant structural damage (including strengthening) being greatly in excess of the unit block insurance cap limits. On this basis, it is recommended that staff prepare a report to prioritise the unit repair and rebuilds programme to ensure that maximum value is derived from the assets with the available funds.

6. STAFF RECOMMENDATION

That the Council:

- 6.1 Receive the report.
- 6.2 Endorse staff to prepare a report for the Council on the prioritisation of the social housing asset repair and rebuild programme.

7. COMMITTEE RECOMMENDATION

That the staff recommendation be adopted.

PART B - REPORTS FOR INFORMATION

(2.) DEPUTATIONS BY APPOINTMENT

2.1 David Close

David Close spoke to the Committee regarding his concerns about the public availability of information on the finances of the City Housing fund.

The Committee **decided** to request that staff provide a full financial breakdown of the housing fund, including an explanation of how depreciation has been used and accounted for.

On behalf of the Committee, the Chairperson thanked Mr Close for his deputation.

2.2 Community Energy Action Charitable Trust

On behalf of the Community Energy Action Charitable Trust, Caroline Shone (Chief Executive) and Jess Fiebig (Community Liaison Executive) spoke to the Committee regarding the current work programme of the Trust.

On behalf of the Committee, the Chairperson thanked Messers Shone and Fiebig for their deputation and for the good work of the Trust in the city.

2.3 Context Architects Limited

On behalf of Context Architects Limited, Alisdair Daines (Director), Karen Manson (Associate Director) and Heather Blewett (Architect and Urban Designer) spoke to the Committee regarding the company's medium to high density residential work and affordable housing.

On behalf of the Committee, the Chairperson thanked Mr Daines and his colleagues for their deputation.

2.4 Transitional Youth Housing Group

On behalf of the Transitional Youth Housing Group, Sue Bagworth spoke to the Committee regarding the group's aspirations to set up an emergency transitional housing service for youth. The group requested assistance from the Council to acquire a piece of land for the service, within ten minutes walk from the new bus exchange.

The Committee **decided** to:

- express support in principle for the Youth Transitional Housing service project
- request advice from staff regarding the availability of suitable land in the central city (including seeking information from CERA) that could be used for a youth transitional housing service.

On behalf of the Committee, the Chairperson thanked Ms Bagworth for her deputation.

(3.) COMMUNITY ENERGY ACTION AND CITY HOUSING – WORKING TOGETHER

Staff presented on how the City Housing team is working with Community Energy Action to improve insulation and energy efficiency in the homes of City Housing tenants.

(3.) Cont'd

The Committee **decided** to request a report to the July meeting of the Housing Committee regarding the costs of extending the Community Energy Action and City Housing programme of improving insulation and energy efficiency to all of the Council's housing units.

(4.) EARTHQUAKE COMMISSION GLOBAL SETTLEMENT UPDATE

Staff briefed the Committee on progress with the Council's global settlement for its housing from the Earthquake Commission.

(5.) ANNUAL ELIGIBILITY REVIEW UPDATE

Staff briefed the Committee on the latest Annual Eligibility Review by City Housing for its housing units.

(6.) RED ZONE RELOCATION PROJECT UPDATE

Staff briefed the Committee on the progress of the Red Zone Relocation project.

PART C – DELEGATED DECISIONS

(7.) APOLOGIES

The Committee **resolved** that the following apologies for the meeting be received and accepted:

- Councillor Ali Jones for absence
- Councillor Glenn Livingstone for lateness
- Councillor Phil Clearwater for early leaving.

(8.) DECLARATION OF INTEREST

Nil.

CONSIDERED THIS 13TH DAY OF MAY 2014

MAYOR

ATTACHMENTS

259

ATTACHMENT 1 : SOCIAL HOUSING ASSET REPAIR PROGRAMME DELIVERY STRATEGY

Year	New Units Intensification	New Units Partnership	New Units Rebuild	Open Unit Repairs	Closed Unit Repairs
2014/15 (WP2)					
Aberfoyle Place			6 Units	8 Units	
Airedale Courts				37 Units	23 Units
Aldwins Courts				1 Unit	8 Units
Andrews Crescent		86 Units			
Aorangi Courts				20 Units (Done)	3 Units (Done)
Berwick Courts	3 Units				
Boyd Cottages					4 Units
Bryndwr Courts				29 Units	
Cecil Courts				12 Units	8 Units
Concord Place				43 Units	8 Units
Fred Price Courts			17 Units	20 Units	
Gloucester Courts				11 Units	
Glue Place/Sparks Road					2 Units
Greenhurst Courts				20 Units	
Haast Courts				29 Units	
Hadfield Courts				20 Units	
Harman Courts	18 Units			20 Units	
Hornby Courts				22 Units	
HP Smith Courts	4 Units		4 Units	10 Units	4 Units
Innes Courts	8 Units			24 Units	
Knightsbridge Lane	8 Units				
Lancewood Courts				11 Units	
Lyn Christie Place				25 Units	1 Unit
Margaret Murray Courts				13 Units (Done)	
Mary McLean Place				39 Units	1 Unit
Maurice Carter Courts	12 Units			34 Units	
Norman Kirk Courts				36 Units	
Osborne Street	8 Units				
Pickering Courts				13 Units	
Resolution Courts				17 Units	
Tommy Taylor Courts				13 Units	12 Units
Torrens Road				14 Units	
Veronica Place					1 Unit
Whakahoa Village			5 Units	10 Units	5 Units
TOTALS	61 Units	86 Units	35 Units	557 Units	67 Units

Figure 5 : Social Housing Work Packages Delivery Strategy – Work Package 2 (January 2014 – June 2015)

Year	New Units Intensification	New Units Partnership	New Units Rebuild	Open Unit Repairs	Closed Unit Repairs
2015/16 (WP3)					
Airedale Courts		24 Units			
Allison Courts				7 Units	
Avonheath Courts			11 Units	6 Units	
Biddick Courts			11 Units	5 Units	
Bridgewater Courts				21 Units	
Briggs Row				4 Units	
Brougham Street		89 Units			
Charles Gallagher Place			7 Units		
Charles Street			4 Units		
Cresselly Place		30 Units			
Division Street				19 Units	
Dover Courts				23 Units	
Elm Grove		12 Units			
Gayhurst Road				4 Units	
GF Allan Courts				7 Units	
Guthreys Courts		32 Units			
Jennifer/Manor/Torquay Pl				14 Units	
Jura Courts				27 Units	
Kaumatua Place				8 Units	
Manse Place				25 Units	
Marwick Place				26 Units	
Maurice Hayes Place				17 Units	
Mooray Ave				4 Units	
Nayland Street				5 Units	
Palliser Place				15 Units	
Phillipstown Courts				15 Units	
Poulton Courts				11 Units	
Raleigh/Newmark Streets				9 Units	
Reg Adams Courts				12 Units	
Reg Stillwell Place			28 Units		
Roimata Place				21 Units	
Sandilands		24 Units			
Santa Cruz Lane		24 Units			
St Johns Courts				10 Units	
Templeton Courts				4 Units	
Thames Courts				10 Units	
Treddinick Place				5 Units	
Veronica Place				34 Units	
Vincent Courts				17 Units	
William Massey Courts				14 Units	
Walsall Street				25 Units	
Waltham Courts			4 Units	20 Units	
Willard Street		50 Units			
TOTALS	0 Units	261 Units	65 Units	444 Units	0 Units

Figure 6 : Social Housing Work Packages Delivery Strategy – Work Package 3 (July 2015 - June 2016)

Year	New Units Intensification	New Units Partnership	New Units Rebuild	Open Unit Repairs	Closed Unit Repairs
2016/17 (WP4)					
Alma Place				23 Units	
Angus Courts				14 Units	
Arran Courts				13 Units	
Bartlett Street				9 Units	
Cedar Park				20 Units	
Cleland Street				7 Units	
Forfar Courts				19 Units	
Gowerton Place		30 Units			
Halswell Courts			2 Units	13 Units	
Harold Denton Place				14 Units	
Jecks Place				41 Units	
Louisson Courts			13 Units		
Mabel Howard Place				51 Units	
Mackenzie Courts				24 Units	
Martindales Road				11 Units	
Nelson Street				4 Units	
Picton Avenue				10 Units	
Rue Viard Cottages				3 Units	
Tyrone Street				12 Units	
Weaver Courts				34 Units	
Wycola Courts				26 Units	
TOTALS	0 Units	30 Units	15 Units	348 Units	0 Units

Figure 7 : Social Housing Work Packages Delivery Strategy – Work Package 4 (July 2016 - June 2017)

Year	New Units Intensification	New Units Partnership	New Units Rebuild	Open Unit Repairs	Closed Unit Repairs
2017/18 (WP5)					
Barnett Avenue				24 Units	
Bruce Terrace Cottages				3 Units	
Carey Street				31 Units	
Clent Lane				19 Units	
Coles Place				19 Units	
Glue Place/Sparks Road				30 Units	
Guise Lane Courts				20 Units	
Hennessey Place				10 Units	
Huggins Place				28 Units	
Feast Place/Poulson Street				23 Units	
Fletcher Place				55 Units	
MacGibbon Place				25 Units	
TOTALS	0 Units	0 Units	0 Units	287 Units	0 Units

Figure 8 : Social Housing Work Packages Delivery Strategy – Work Package 5 (July 2017 – June 2018)

20. POTENTIAL FOR RATES REMISSION FOR FLOCKTON BASIN & OTHER FLOOD-AFFECTED AREAS

		Contact	Contact Details
General Manager responsible:	Chief Financial Officer	Y	PA, Judy Rennie 03 941 8528
Officer responsible:	Unit Manager, Corporate Finance	Y	Diane Brandish 03 941 8454
Author:	Funds & Financial Policy Manager	Y	Steve Ballard 03 941 8447

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 This report advises how rates remissions could be provided for properties affected by recent flooding in the Flockton Basin and other identified areas, as requested at the Council meeting of 1 May 2014.

2. EXECUTIVE SUMMARY

- 2.1 Council wishes to extend rates relief to ratepayers affected by recent flooding. The intention is to provide equity of treatment with current earthquake remissions, although it is acknowledged that not all of the recent flooding may have been exacerbated by the earthquakes.
- 2.2 Such remission is best achieved by Council passing a specific resolution, stating that the remission is considered “just and equitable” – this is permitted under the current remissions policy, so no additional public consultation will be required.
- 2.3 It is recommended that 100% rates relief be provided to residential and non-rateable properties which:
- 2.3.1 Have been identified by the Mayoral Flooding Taskforce as a “vulnerable property”,
 - 2.3.2 Are not being occupied, and
 - 2.3.3 Are not going to be repaired or otherwise made suitable for re-occupation until short-term remedial actions to reduce flooding risk have been completed by the Council (as determined by the relevant Council manager).
- 2.4 The remission should be back-dated to the date that the property was permanently evacuated (or the date of the most relevant flood, if the date of evacuation is unknown). It should cease when Council’s short-term remediation work has been completed, or in any event on 30 June 2015.
- 2.5 The cost of this remission is unknown, but (based on the initial report of the Mayoral Flooding Taskforce), is likely to be less than \$30,000 per month from March 2014 to the date that the planned short-term flood protection measures have been completed. If incurred for a year, this cost would increase rates for all other ratepayers by around 0.1%.
- 2.6 With the new information available as a result of the number of property owners who have contacted the Council identifying themselves as vulnerable or severely affected by the flooding since the release of the Mayoral Taskforce Report, it is possible that the cost of the remission could double to \$60,000 per month. Again, if incurred for a year, this cost would increase rates for all other ratepayers by around 0.2%.

3. BACKGROUND

- 3.1 Council currently provides a range of rates remissions for properties affected by earthquake damage – in particular, remissions are provided to residential and non-rateable properties where:
- 3.1.1 The property is uninhabitable due to earthquake damage (in which case it is treated as if it has been demolished – that is, rates on the value of improvements are remitted); and
 - 3.1.2 The property has been required to be evacuated due to intolerable risk of loss of life from rock-fall, cliff collapse, or similar geotechnical hazard (in which case all rates are 100% remitted).

20 Cont'd

- 3.2 In formulating the former of these earthquake remissions, Council intended to provide equity of treatment between damaged properties which are uninhabitable and those which have been demolished. In formulating the latter, consideration was given to the fact that: (i) the property evacuation is a direct result of Council action (serving of an evacuation notice); and (ii) the property owner is typically unable to remediate the risk independently (eg. because the hazard is not on their land).
- 3.3 The 1 May 2014 Council meeting asked for advice about extending similar remissions to owners of flood-affected property.
- 3.4 A Mayoral Flooding taskforce reported to Council on 12 May 2014, and identified almost one thousand properties significantly affected by flooding since the earthquakes:
 - 3.4.1 56 at Level 1, where the dwelling itself has been flooded more than once
 - 3.4.2 451 at Level 2, where flooding has occurred beneath the dwelling more than once, and
 - 3.4.3 487 at Level 3, where access to the dwelling has been restricted by flooding more than once.
- 3.5 At the time of the release of the Mayoral Taskforce Report it was believed the number of additional properties across the city that would meet one or more of these criteria would be small. However, since the 12 May a senior taskforce officer has indicated that the numbers now reported to the taskforce as being vulnerable or severely affected has increased and possibly doubled. It has not, as yet, been established which category the newly reported properties fall into.

4. COMMENT

- 4.1 In principle, damage due to earthquake, flood, fire, or other disaster hazard is simply a risk of property ownership; in any such event, the first path of remediation is between the owner and their insurance company. If Council considers that a ratepayer-funded response is appropriate (including the provision of rates relief to affected owner, as any such relief will effectively be paid for by less-affected ratepayers), then care is required to ensure that:
 - 4.1.1 Qualifying criteria are not so broad that Council effectively becomes responsible in part for normal ownership risks, and
 - 4.1.2 The boundary between those properties that qualify for relief and those that don't is both clear and likely to be perceived as fair.
- 4.2 The current earthquake remissions focus on those ratepayers unable to occupy their homes for extended periods; they do NOT provide relief where:
 - 4.2.1 The property is temporarily vacated for the purpose of repair, or
 - 4.2.2 The property is being occupied in any manner (including residents living in out-houses or caravans on the property), irrespective of the quality of living conditions.¹
- 4.3 A similar approach is considered appropriate for a flooding remission. However, it is not considered practicable to simply rely on existing earthquake remissions, because:
 - 4.3.1 Some significant floods cannot be credibly attributed to earthquake impacts, so reliance on earthquake remissions would result in different treatment for ostensibly similar situations.

¹ The logic of this approach is that: (i) a key driver of rates relief is to recognise the costs incurred by having to live somewhere else (which are clearly not incurred if the property is occupied), and (ii) occupancy is a very clear criteria that doesn't require any staff judgement about different ratepayers' relative suffering.

20 Cont'd

- 4.3.2 Public perception of how current flooding relates to earthquakes more than three years ago is likely to be mixed, so reliance on earthquake remissions would likely result in considerable staff time debating qualifying criteria with affected ratepayers.
- 4.4 Rather, it is recommended that a specific new flooding remission be specified. Current remissions policy permits the creation of such new remission without the need for formal public consultation, provided that the Council resolves that it is considered “just and equitable” to do so.
- 4.5 In defining such a new flooding remission, and to ensure both consistency with current earthquake remissions and clarity of “boundaries” between qualifying properties and non-qualifying properties, consideration has been given to the following:
- 4.5.1 The property should be un-occupied, for consistency with earthquake remissions – the intention is to acknowledge that the property is no longer usable, not to compensate for hardship (relative hardship is too hard to define and risks significantly broadening the scope of the remission).
 - 4.5.2 Repairs to enable the property to be re-occupied should be reliant on further Council action – the intention is to acknowledge circumstances which the ratepayer cannot remediate independently; no relief should be provided where people are moved temporarily in order to effect repair.
 - 4.5.3 The property must be on the Flood Taskforce’s list of vulnerable properties (all vulnerability levels, as presented to the 12 May 2014 Council meeting), or confirmed by a qualified Council manager as appropriate to be added to that list. Specific geographic boundaries are not considered desirable, on equity grounds.
 - 4.5.4 Ratepayers must apply for the remission, by phone or in writing. However, Council may require a written application and/or independent corroboration if considered necessary by the appropriate Council staff.
 - 4.5.5 Qualifying properties should receive a remission back-dated to the date of the flood that rendered it uninhabitable (or the date of actual evacuation, if that is known).
 - 4.5.6 Remission should cease either when the property is re-occupied or when an appropriate Council manager determines that the required Council actions to enable private repair and re-occupation have been completed; in any event, the remission should cease on 30 June 2015 (to ensure an appropriate review is undertaken in the next Long-Term Plan).
 - 4.5.7 Only residential and non-rateable properties shall qualify for the remission (business properties should be sufficiently covered by damage and business interruption insurance arrangements), consistent with current earthquake remissions.
 - 4.5.8 Remission should be set at 100% of rates – that is, full remission; when compared with the current “uninhabitable” and “geotechnical evacuation” earthquake remissions, the flooding situation is considered more akin to the geotechnical situation, in that renewed occupation of the property is subject to Council action rather than being simply a matter of timing prior to the building’s demolition.
 - 4.5.9 All administration of the remission should be delegated to relevant Council staff (ie. any one of the Rates Transactions Team Manager, Corporate Finance Manager, and Funds & Financial Policy Manager). Decisions around individual properties’ qualification for the remission will require confirmation from the Land Drainage Operations Manager (or other suitable Taskforce member).

20 Cont'd

5. FINANCIAL IMPLICATIONS

- 5.1 The cost of the proposed remission will depend on how many properties qualify and how long it takes for the proposed Council remediation activities to be completed. Given that rates relief is only likely to compensate for a small proportion of the cost and inconvenience of evacuating a property, the risk that costs will escalate due to residents being encouraged to evacuate as a result of the remission is considered low.
- 5.2 Total annual rates on the 56 properties identified as most vulnerable in the Mayoral Taskforce Report is \$104,000. Rates on the remaining 938 properties identified in the report have not been calculated, but are likely to be less than \$2.0 million. Hypothetically, if all of the most vulnerable properties are no longer occupied, plus 10% of the other identified properties, then the remission will cost around \$360,000 per year, or around \$30,000 per month.
- 5.3 It is prudent at this stage to update the financial implications and note that with new information coming to light that the likely remission costs could double to around \$720,000 per year, or \$60,000 per month.
- 5.4 In each case the estimate should not be treated as anything more than an order of magnitude illustration, although the cost of the proposed remission is likely to be relatively small. If granted the annual cost of remissions would increase all other ratepayers' rates by around 0.1% (or 0.2% if the numbers now likely to qualify is doubled).

6. STAFF RECOMMENDATIONS

- 6.1 It is recommended that the Council resolve that it is just and equitable to provide a rates remission to those ratepayers most affected by recent flooding, as follows:
 - 6.1.1 The **objective** is to provide rates relief to those ratepayers most affected by recent flooding, whilst acknowledging that any such support is effectively paid for by those ratepayers less affected.
 - 6.1.2 A remission of 100% may be applied to all affected residential and non-rateable properties, subject to the following **conditions and criteria**:
 - 6.1.2.1 The property must be unoccupied due to flood damage,
 - 6.1.2.2 Repairs to enable to property to be re-occupied must be suspended, pending completion of Council remediation activities; and
 - 6.1.2.3 The property must be acknowledged by relevant Council staff (Land Drainage Operations Manager or other manager within the Mayoral Flooding Taskforce) as being vulnerable to flood risk, and benefitting from planned Council remedial works,
 - 6.1.3 Affected ratepayers must apply for the remission, either verbally or in writing; a written application and / or supporting evidence may be requested if relevant Council staff consider it necessary,
 - 6.1.4 Any remissions will be back-dated to the date of the flood that rendered the property uninhabitable (or the date of actual evacuation, if known),
 - 6.1.5 Any remissions will cease on the earlier of 30 June 2015 or the date that the Land Drainage Operations Manager (or other manager within the Mayoral Flooding Taskforce) considers that the required Council actions to enable private repair and re-occupation of the property have been completed, and
 - 6.1.6 All administrative decisions relating to the remission are delegated to any one of the Rates Transactions Team Manager, Corporate Finance Manager, and Funds & Financial Policy Manager.

21. ENVIRONMENT CANTERBURY'S PROPOSED LAND AND WATER REGIONAL PLAN

		Contact	Contact Details
General Manager responsible:	Michael Theelen, Chief Planning Officer Strategy & Planning Group	Yes	Cell: 021 997 637 DDI: 941 8177
Officer responsible:	Helen Beaumont, Unit Manager Natural Environment and Heritage	Yes	Cell: 027 689 0264 DDI: 941 5190
Author:	Peter Kingsbury, Principal Advisor Natural Resources	Yes	Cell: 027 599 4615 DDI: 941 8487
	Brent Pizzey, Solicitor, Legal Services Unit	Yes	Cell: 027 553 9368 DDI: 941 5550

1. PURPOSE

The purpose of this report is;

- 1.1 To request the Council to affirm the Council joining as a party to three "point of law" appeals by other submitters on Environment Canterbury's (ECan's) decision on submissions on the proposed Land & Water Regional Plan (pLWRP), and
- 1.2 To request the Council to delegate to the Chief Planning Officer the ability to make decisions on the Council's position in the High Court litigation, including the ability to seek consent orders from the High Court settling the appeals.

2. BACKGROUND

- 2.1 Canterbury has substantial fresh water and land resources. Managing land and water is complex and many of the issues are interconnected. The interrelationship of land and water means that effects of any one activity can not be considered in isolation. The environment has been modified by both past and current land use activities, many of which cannot be easily changed or remedied without significant costs to people and communities. There are no 'quick fixes' to managing Canterbury's land and water resources and a range of responses are required.
- 2.2 The proposed Land & Water Regional Plan is a statutory planning document prepared by Environment Canterbury under the Resource Management Act. It sets out objectives, policies and rules for Environment Canterbury's management of fresh water resources. That Regional Plan affects this Council's role in provision of water services and affects the communities' interests in relation to the City and Banks Peninsula waterways. It identifies the policies and rules needed to achieve the objectives and provides direction in terms of the processing of resource consent applications.
- 2.3 Council has been actively involved in the development of the pLWRP since 2005. Council involvement has occurred through the review of and submissions on ECan's Natural Resources Regional Plan (NRRP), the predecessor to the pLWRP, and through the review of and submissions on the pLWRP itself. The Council was a submitter on the pLWRP.

21 Cont'd

3. COUNCIL JOINING APPEALS

- 3.1 The Environment Canterbury (Temporary Commissioners and Improved Water Management) Act 2010 changed the Resource Management Act process for decisions on the Regional Plan for fresh water. There cannot be appeals to the Environment Court on the merits of the Commissioner's decisions on the pLWRP. Appeals can only be to the High Court and can only be on points of law. The appeals will be successful only if the High Court considers that there has been an error of law in Environment Canterbury's decision on submissions on the Regional Plan. If the High Court considers that there has been an error of law, the High Court will either substitute its decision on the part of the pLWRP for that of Environment Canterbury, or will send the matter back to the Environment Canterbury Commissioners with directions to make a decision in accordance with law. It is common for the High Court to find after hearing appeals on "points of law" that the appeals were actually on the merits of a decision and have not raised any actual error of law.
- 3.2 Council officer experience is that Environment Canterbury may be open to discussions with appellants on settling appeals, if there is a reasonably arguable error of law. This is consistent with the parties' duties to the Court. If the Council joins as a party, Council officers can be part of those discussions. Environment Canterbury will be defending its decisions in those cases that it does not attempt to settle or cannot reasonably settle, regardless of whether the Council has joined as a party. If the Council joins in support of the Environment Canterbury position, it is Environment Canterbury that will have the principal role defending its decision. If the Council joins an appeal in support of the appeal, it is the appellant who will have the primary role in arguing there having been an error of law.
- 3.3 The Council was a submitter on the pLWRP but did not need to lodge an appeal. Nine parties have lodged appeals alleging errors of law and seeking relief. The appeals are from Ngai Tahu, Ngai Tahu Property, Federated Farmers, Mr Ross Little, Nelson Marlborough & North Canterbury Fish and Game, Rangitata Diversion, TrustPower, Genesis, and Bowden Environmental.
- 3.4 Council officers have no delegated authority to join High Court appeals.
- 3.5 The Council had the option of joining as a party to those appeals. Submitters had ten working days from receipt of appeals to join those appeals as a party. Notices of intent to join as a party needed to be filed in the High Court and served on the appellants and Environment Canterbury by 6 March 2014. The time frame was insufficient for Council officers to prepare a report and seek a decision from the Council at a scheduled Council meeting. Council officers made the decision to join as a party to the appeals as there was not time to get Council approval before the time for joining expired. That decision to join as a party to the appeals protected the Council's position until Council can decide whether to affirm joining all three appeals or fewer, or it can decide to withdraw from the appeal process wholly.
- 3.6 Officers consider that the decision on whether to authorise joining the appeals is at this stage primarily a strategic and policy decision in relation to the Council's interests. If Environment Canterbury considers that there is an error of law in the manner alleged in the appeals, then the Regional Council may be entering discussions to settle the appeals by agreeing to ask the High Court to change the pLWRP decision. Those discussions will be occurring well before the matter proceeds to a hearing. However, if the matter is proceeding to a hearing as it has not settled, the Council will be taking very much a secondary role, as these are not the Council's appeals.
- 3.7 Council officers recommend joining the appeals of Ngai Tahu, Federated Farmers, and Nelson Marlborough & North Canterbury Fish and Game.

21 Cont'd

3.7.1 Ngai Tahu appeal (in support)

- (1) The appeal seeks extensive changes to objectives, policies and rules in relation to cultural values, including that “the permission of Ngai Tahu has been obtained” for some rules. The errors of law alleged are (in summary) that the Environment Canterbury decision did not provide for cultural values in objectives and rules (particularly in relation to water values and Statutory Acknowledgement areas) in the manner required by statute.
- (2) The planning assessment is that these changes, if accepted by Environment Canterbury, may significantly affect the Council. Council officers therefore recommend that the Council join in support of the Ngai Tahu appeal on the objectives, but opposes the relief sought that would require that “the permission of Ngai Tahu has been obtained” in relation to resource consent applications.

3.7.2 Federated Farmers (in opposition to two parts)

- (1) This appeal alleges error of law and seeks changes to the pLWRP in two areas of interest to the Council; nitrogen baselines and deletion of a policy (policy 4.10) that purports to restrict the ability for the plan changes for the sub-regional chapters to change the regional rules.
- (2) The relief sought in the “nitrogen baseline” part of the appeal is in five parts:
 - (i) Seeks to amend the definition of nitrogen baseline to account for consented but not fully implemented farming activity;
 - (ii) Should not need to use subsequent versions of the OVERSEER tool in calculating the “nitrogen loss calculation” for compliance with thresholds;
 - (iii) It should not be prohibited activity status for land uses exceeding the nitrogen baseline within Lake and Red Zones. Discretionary activity status is sought;
 - (iv) Seek definition of nitrogen baseline amended to provide for a 5 year benchmark period;
 - (v) Or remit back to the hearing commissioners for decisions on these matters. Council officers recommend the Council joins in opposition to the change from prohibited to discretionary activity status in Red Zones. Community drinking water is abstracted from within Red Zones and security of supply is essential.
- (3) The appellant seeks that policy 4.10 is deleted as it purports to limit the ability for subsequent plan changes to amend policies. Council did not submit on policy 4.10. If the appeal succeeds and the High Court remits the matter to the Environment Canterbury Hearing Commissioners to decide it again, the Council will not be a party. However, policy 4.10 is one of the sub-regional section development policies which set the framework for the sub-regional sections and policies 4.01 - 4.09 are strategic policies relating to Canterbury as a whole. It is in the Council's interest that the plan changes for the sub-regional sections cannot change the policies that apply outside of that sub-region. Council officers recommend joining the appeal in opposition to the change sought by Federated Farmers to Policy 4.10.

3.7.3 Nelson Marlborough and North Canterbury Fish and Game (in support of one part)

- (1) The appeal document is extensive and the relief sought is in some places unclear. However, the appeal covers four main topics:
 - (i) Outstanding water bodies;
 - (ii) Improving quality of degraded water bodies;

21 Cont'd

- (iii) Nutrient baseline limits and the OVERSEER model;
 - (iv) Inconsistency in the sub-regional sections.
- (2) Council officers recommend joining the part of this appeal in relation to improving the quality of degraded water bodies. Improving degraded water bodies is an integral part of many Council initiatives including riparian management and stormwater management. There are no outstanding water bodies in the Christchurch and Banks Peninsula District. The other appeal points are technical ones that are not relevant to the Council.

4. FINANCIAL IMPLICATIONS

- 4.1 There is a minimal filing fee for joining the appeals (\$110 each). It is proposed that in-house counsel represent the Council in the High Court proceedings. The Council will be able to withdraw from the appeals at any time. There will be some cost exposure for the Council if the Council caused other parties to incur costs in the proceedings that could have reasonably been avoided. For example, if other parties seek to settle the matter and the Council seeks to litigate, there would be a risk of a costs award against the Council. Officers will be seeking to avoid the Council being in that position.
- 4.2 The High Court awards costs, if they cannot be agreed between the parties, in accordance with the High Court Rules. Costs awards in High Court proceedings are at the discretion of the Court and can be made for the proceedings in Court and steps incidental to the proceedings. The general principles set out in the High Court Rules for determination of costs are that the costs should be reasonably predictable, in accordance with the scale of costs in the Rules, with the party who fails in the proceedings paying the costs of the party who succeeds. Mander J, who is the Justice of the High Court in charge of these appeals, has assigned the appeals to category 2 in the High Court Rules (Rule 14.3), and Rule 14.4 of the High Court Rules provides that the appropriate recovery rate for those proceedings is \$1,940 per day, and disbursements.
- 4.3 The total proceedings time for Counsel in these proceedings may be 10-15 days each, being about \$30,000 on that scale. The Council as a party would have exposure to those costs only if it supports a losing party, and to a much lesser proportion of the cost than that borne by the principal party whose position was supported by the Council.
- 4.4 As the appeals are primarily on legal points, the cost of joining an appeal is primarily the staff solicitor's time, with some technical input from other Council officers on planning, environmental and infrastructure matters. The costs are capable of being met from existing budgets.

5. STAFF RECOMMENDATION

- 5.1 That the Council:
- (1) Affirms Council officers lodging the attached Notices joining three "point of law" appeals (those of Ngai Tahu, Federated Farmers, and Fish & Game) on Environment Canterbury's decision on submissions on the proposed Land & Water Regional Plan; and
 - (2) Delegate to the Chief Planning Officer the discretion to make all decisions in relation to the conduct of the Council's role in those appeals, including but not limited to seeking consent orders from the Court or withdrawing from the appeals.

**IN THE HIGH COURT OF NEW ZEALAND
CHRISTCHURCH REGISTRY**

CIV-2014-409-75

UNDER	the Environment Canterbury (Temporary Commissioners and Improved Water Management) Act 2010
IN THE MATTER OF	An appeal under section 66 of the Act in relation to the Proposed Canterbury Land and Water Regional Plan
BETWEEN	NGĀ RŪNANGA OF CANTERBURY AND TE RŪNANGA O NGĀI TAHU Appellant
AND	CANTERBURY REGIONAL COUNCIL Respondent
AND	CHRISTCHURCH CITY COUNCIL Party under section 301 of the Resource Management Act 1991

**NOTICE OF CHRISTCHURCH CITY COUNCIL'S INTENTION TO APPEAR ON AN
APPEAL**

Dated: 6 March 2014
Next Event Date: 12 March 2014
Before: Mander J

CHRISTCHURCH CITY COUNCIL

Solicitor Acting: BK Pizzey

PO BOX 73013
Christchurch 8154
Tel 64 3 941 5550
Fax 64 3 941 6441

To: The Registrar
High Court
Christchurch

And To: The Appellant

And To: The Respondent

Notice of intention to appear on an appeal under section 54 of the Environment Canterbury (Temporary Commissioners and Improved Water Management) Act 2010 and section 301 of the Resource Management Act 1991

TAKE NOTICE that the Christchurch City Council ("City Council") wishes to appear on an appeal by the Appellant against a decision of the Respondent on provisions of the Proposed Canterbury Land and Water Regional Plan.

1. The City Council is a submitter on the Proposed Canterbury Land and Water Regional Plan subject to this appeal.
2. The City Council intends to appear in relation to all aspects of the appeal.
3. The City Council supports the appeal point that there was an error of law for the reasons stated in the appeal and supports the relief sought in relation to objectives.

Dated the day of March 2014

CW Gilbert
Solicitor for the Christchurch City Council

This Notice of Intention to Appear is filed by Christopher William Gilbert (BK Pizzey acting), solicitor for the section 301 party, whose address for service is at the offices of the Christchurch City Council, 53 Hereford Street, Christchurch 8011.

Documents for service on the Christchurch City Council may be:

- (a) Posted to the party at PO Box 73013, Christchurch 8154; or
- (b) Transmitted to the counsel by facsimile to 03 9416441; or
- (c) Emailed to Brent.Pizzey@ccc.govt.nz.

**IN THE HIGH COURT OF NEW ZEALAND
CHRISTCHURCH REGISTRY****CIV-2014-409-71**

UNDER the Environment Canterbury
(Temporary Commissioners and
Improved Water Management) Act
2010

IN THE MATTER An appeal under section 66 of the
OF Act in relation to the Proposed
Canterbury Land and Water
Regional Plan

BETWEEN **FEDERATED FARMERS OF NEW
ZEALAND (INCORPORATED)**
**(Combined Canterbury
Provinces)**

Appellant

AND **CANTERBURY REGIONAL
COUNCIL**

Respondent

AND **CHRISTCHURCH CITY COUNCIL**

**Party under section 301 of the
Resource Management Act 1991**

**NOTICE OF CHRISTCHURCH CITY COUNCIL'S INTENTION TO APPEAR ON AN
APPEAL**

Dated: 6 March 2014
Next Event Date: 12 March 2014
Before: Mander J

CHRISTCHURCH CITY COUNCIL

Solicitor Acting: BK Pizzey

PO BOX 73013
Christchurch 8154
Tel 64 3 941 5550
Fax 64 3 941 6441

To: The Registrar
High Court
Christchurch

And To: The Appellant

And To: The Respondent

Notice of intention to appear on an appeal under section 54 of the Environment Canterbury (Temporary Commissioners and Improved Water Management) Act 2010 and section 301 of the Resource Management Act 1991

TAKE NOTICE that the Christchurch City Council (“City Council”) wishes to appear on an appeal by the Appellant against a decision of the Respondent on provisions of the Proposed Canterbury Land and Water Regional Plan.

1. The City Council is a submitter on the Proposed Canterbury Land and Water Regional Plan subject to this appeal.
2. The City Council intends to appear in relation to the following aspects of the appeal:
 - 2.1 Policy 4.10 and associated provisions: Whether there was an error in law in relation to Policy 4.10 constraining the alterations that sub-regional plan changes could make to regional provisions; and
 - 2.2 Nutrient management: Whether there was an error of law in relation to the use of prohibited activity status for land uses that exceed the nitrogen baseline within the Lake and Red Zones.
3. The City Council considers that the relief sought in the appeal is not available as:
 - (a) Policy 4.10 and associated provisions should not be deleted as there is no error of law; and
 - (b) The Respondent did not make an error of law in relation to prohibited activity status in rules 5.48 and 5.52.

Dated the day of March 2014

CW Gilbert
Solicitor for the Christchurch City Council

This Notice of Intention to Appear is filed by Christopher William Gilbert (BK Pizzey acting), solicitor for the section 301 party, whose address for service is at the offices of the Christchurch City Council, 53 Hereford Street, Christchurch 8011.

Documents for service on the Christchurch City Council may be:

- (a) Posted to the party at PO Box 73013, Christchurch 8154; or
- (b) Transmitted to the counsel by facsimile to 03 9416441; or
- (c) Emailed to Brent.Pizzey@ccc.govt.nz.

**IN THE HIGH COURT OF NEW ZEALAND
CHRISTCHURCH REGISTRY**

CIV-2014-409-72

UNDER the Environment Canterbury
(Temporary Commissioners and
Improved Water Management) Act
2010

IN THE MATTER An appeal under section 66 of the
OF Act in relation to the Proposed
Canterbury Land and Water
Regional Plan

BETWEEN **NELSON MARLBOROUGH,
NORTH CANTERBURY AND
CENTRAL SOUTH ISLAND FISH
AND GAME COUNCILS**

Appellant

AND **CANTERBURY REGIONAL
COUNCIL**

Respondent

AND **CHRISTCHURCH CITY COUNCIL**

**Party under section 301 of the
Resource Management Act 1991**

**NOTICE OF CHRISTCHURCH CITY COUNCIL'S INTENTION TO APPEAR ON AN
APPEAL**

Dated: 6 March 2014

Next Event Date: 12 March 2014

Before: Mander J

CHRISTCHURCH CITY COUNCIL

Solicitor Acting: BK Pizzey

PO BOX 73013
Christchurch 8154
Tel 64 3 941 5550
Fax 64 3 941 6441

To: The Registrar
High Court
Christchurch

And To: The Appellant

And To: The Respondent

Notice of intention to appear on an appeal under section 54 of the Environment Canterbury (Temporary Commissioners and Improved Water Management) Act 2010 and section 301 of the Resource Management Act 1991

TAKE NOTICE that the Christchurch City Council (“City Council”) wishes to appear on an appeal by the Appellant against a decision of the Respondent on provisions of the Proposed Canterbury Land and Water Regional Plan.

1. The City Council is a submitter on the Proposed Canterbury Land and Water Regional Plan subject to this appeal.
2. The City Council intends to appear in relation to the appeal on provisions setting objectives, policies and rules for improving the quality of degraded water bodies.
3. The City Council considers that there were errors of law in aspects of the Respondent’s Decision on provisions for degraded water bodies.
4. As the Appellant has not particularised the relief sought, the City Council reserves its position in relation to relief.

Dated the day of March 2014

CW Gilbert
Solicitor for the Christchurch City Council

This Notice of Intention to Appear is filed by Christopher William Gilbert (BK Pizzey acting), solicitor for the section 301 party, whose address for service is at the offices of the Christchurch City Council, 53 Hereford Street, Christchurch 8011.

Documents for service on the Christchurch City Council may be:

- (a) Posted to the party at PO Box 73013, Christchurch 8154; or
- (b) Transmitted to the counsel by facsimile to 03 9416441; or
- (c) Emailed to Brent.Pizzey@ccc.govt.nz.

22. 2014 LOCAL GOVERNMENT NEW ZEALAND CONFERENCE

		Contact	Contact Details
Executive Leadership Team Member responsible:	Acting Chief	N	
Officer responsible:	Governance and Civic Services Manager	N	
Author:	Clare Sullivan, Council Secretary	Y	941-8533

1. PURPOSE AND ORIGIN OF REPORT

1.1 The purpose of this report is:

1.1.1 To seek approval for elected members (including Mike Mora) to attend the 2014 Local Government New Zealand (LGNZ) Conference and Excellence Awards to be held in Nelson 20-22 July.

1.1.2 To seek the appointment of the Council's voting and other delegates to the Annual General Meeting (AGM).

2. EXECUTIVE SUMMARY

2.1 This year's conference will be held in Nelson from Sunday 20 July to Tuesday 22 July 2014 with the AGM being held on Sunday 20 July.

2.2 The Council can authorise five to six Councillors to attend the conference. The Council's appointees to Zone 5 of Local Government New Zealand are the Mayor and Councillors Livingstone, Johanson, Chen and East. A request has also been received from Mr Mike Mora for him to attend the conference and be paid for by the Council. Mr Mora is the Zone 5 Community Board representative on the Community Board Executive Committee.

2.3 The Council is entitled to appoint one presiding delegate with voting rights for the AGM (held on Sunday 20 July) and an alternate voting delegate. The Council is entitled to six votes at the AGM. The Council is also entitled to have up to three additional delegates attending (including the alternate delegate) being classed as viewing delegates. It is proposed that the Mayor be the presiding voting delegate, with a Councillor named as the alternate voting delegate. The rules of the New Zealand Local Government Association provide that the term "delegate" includes both an elected member and an officer of a member authority. In addition, the Council can name up to four people as observers at the AGM. Observers do not have speaking or voting rights and are seated separately from the main delegation.

2.4 All Councillors have been supplied with a copy of the programme for this year's conference. The theme of the conference is Powering Local Economies/Building Vibrant Communities. The conference programme includes a focus on the changing face of regions in New Zealand and lifting governance and financial performance. Speakers and presenters include NZIER Principal Economist Shamubeel Equab, Xero Chief Executive Rod Drury, Jonar Nader on innovation, Prime Minister John Key, Therese Walsh on national events from metro to grass roots, and Leader of the Opposition David Cunliffe.

3. FINANCIAL IMPLICATIONS

3.1 Fees of \$1,510.00 including GST will be incurred for each voting delegate/observer appointed by the Council. Accommodation and travel expenses will also be incurred. This expenditure can be accommodated within the provision for Mayoral/Councillor conference attendance and travel included in the 2013/14 Annual Plan.

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4. STAFF RECOMMENDATION

It is recommended that the Council:

- 4.1 Authorise that the Mayor and other such other elected members as may be nominated at the Council meeting attend the 2014 Local Government New Zealand Conference in Nelson in July 2014.
- 4.2 Appoint the Mayor as the presiding voting delegate and a Councillor as the alternate voting delegate, and up to two other Councillors attending the conference, as the Council's viewing delegates at the Annual General Meeting.
- 4.3 Authorise Mike Mora to attend the Local Government New Zealand Conference and pay for his costs.

23. AMENDMENTS TO TERMS OF REFERENCE FOR ALL COMMITTEES AND COUNCIL APPOINTMENTS TO OUTSIDE ORGANISATIONS

		Contact	Contact Details
Executive Leadership Team Member responsible:	Acting Chief Executive	N	
Officer responsible:	Governance and Civic Services Manager	N	
Author:	Clare Sullivan, Council Secretary	Y	941-8533

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 This report is required to amend/update information previously considered by the Council regarding Terms of Reference For All Committees and Council Appointments to Outside Organisations.
- 1.2 The purpose of this report is to seek the Council's approval for amendments to:
 - 1.2.1 The Terms of Reference for the Environmental Committee
 - 1.2.2 Revoke the delegation to the Community Committee regarding Heritage Incentives Grants above \$15,000 and replace it with a new delegation with a limit of \$100,000.
 - 1.2.3 Make a further appointment to the Museum Trust Board, rescind the appointments made to Destination Christchurch Trust and make a new appointment to the Destination Christchurch Trust.

2. EXECUTIVE SUMMARY

- 2.1 This report is further to one entitled "Draft Terms of Reference For All Committees" that was considered by the Council at its meeting of 27 February 2014. It updates information regarding the Terms of Reference of the Council's Standing Committees, namely adding "Waste Management" to the Environmental Committee's Terms of Reference. This is necessary to make it clear the Committee has responsibility for waste management policy.
- 2.2 Also on 27 February 2014 the Council resolved to delegate to the Community Committee *authority for Heritage Incentive Grants above \$15,000*. At the Council meeting on 24 April while considering a report from the Community Committee it was noted that when the delegation was given to the Committee to approve Heritage Incentive Grants above \$15,000, no upper limit on the delegation was set. Council staff have a delegation up to \$15,000. It is proposed that the Committee have a delegation from \$15,000 and that a limit of \$100,000 be set and that for any requests over this amount a decision will be made by the Council
- 2.3 Additionally this report is further to one entitled "Council Appointments" that was considered by the Council at its meeting of 28 November 2013. It updates information regarding Council appointments to outside organisations as detailed below.
 - 2.3.1 On 28 November the Council appointed two Councillors to the Destination Christchurch Trust. The requirement was only to appoint one Councillor. The Trust has made the two appointments to Christchurch and Canterbury Marketing (Councillors Jones and Chen). It is advisable to have a different person as the Councillor trustee on Destination Christchurch. The requirements would be approximately 8 hours a year plus an Annual General Meeting of the Trust. There is no remuneration paid to the trustee.
 - 2.3.2 Appoint a fourth person to the Canterbury Museum Trust Board in addition to those already appointed: Councillors Paul Lonsdale and David East and Mr Gil Cox. In terms of the Canterbury Museum Trust Board Act 1993 the Council is required to appoint four persons to the Canterbury Museum Trust Board and the Council can appoint any person.

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3. STAFF RECOMMENDATION

It is recommended that the Council:

- 3.1 Add "Waste Management" to the Environmental Committee's Terms of Reference.
- 3.2 Rescind the following delegation made on 27 February 2014 "Heritage Incentive Grants above \$15,000" from the Community Committee's Terms of Reference
- 3.3 Delegate Authority to the Community Committee regarding Heritage Incentive Grants.

"Heritage Incentive Grant

The power to approve individual heritage grants to owners of heritage buildings, places or objects listed in the City Plan or the Banks Peninsula District Plan from \$15,000 to \$100,000 and in accordance with the Council's heritage grant policies, provided that:

- Applications for such grants in excess of \$100,000, shall be considered by the Committee, but referred with a recommendation by the Committee to the Council for final Approval.
 - The Community Committee is to report to the Council twice a year, listing heritage grants which have been approved by the Committee pursuant to its delegated powers within the preceding six months.
- 3.4 Rescind the decision on 28 November 2013 to appoint Councillors Jones and Chen to the Destination Christchurch Trust.
 - 3.5 Note that Councillors Jones and Chen have been appointed by the Trust to the Christchurch and Canterbury Marketing Board of Directors.
 - 3.6 Appoint a Councillor to the Destination Christchurch Trust.
 - 3.7 Appoint a fourth person to the Canterbury Museum Trust Board.

24. COUNCIL HOUSING EXEMPLARS

		Contact	Contact Details
Acting CEO responsible: Jane Parfitt		N	
Officer responsible: Carolyn Gallagher	Unit Manager Community Support	N	
Author: Lee Sampson	Project Manager	Y	Lee Sampson, 941 6315

1. PURPOSE OF REPORT

- 1.1. Provisions within the Land Use Recovery Plan (LURP) allow the Council to lead two 'Exemplar' schemes showcasing the delivery of high quality and diverse housing choices with a clear emphasis on affordability. Andrews Crescent is noted as the preferred candidate for the first exemplar. This report provides detail and commentary in relation to the two candidates shortlisted by the Housing Committee (Carey Street and Coles Place) and seeks the endorsement of Coles Place as the preferred candidate for the second Council led scheme.
- 1.2. That the recommendation of Andrews Crescent as the first exemplar is endorsed by Council.
- 1.3 Furthermore, that Council revoke resolution 3.2 of the Council Housing Exemplar Report dated 24 April 2014 *"That the Council determine the preferred second candidate for exemplar status, is Brougham Village."*

2. EXECUTIVE SUMMARY

- 2.1. The primary purpose of exemplars is to support and enable the delivery of high quality new housing, which can showcase a wider range of housing choices with a clear emphasis on affordability, to meet more diverse demands within the housing market. Further demonstrating that medium density housing can offer attractive housing choices and environments for all sectors of the market, proving this by meeting or exceeding the range of criteria approved for assessment of the projects.
- 2.2. On 10 December 2013 the Housing Committee recommended that Andrews Crescent be considered as the first of two housing exemplars under Section 8 of the LURP.
- 2.3. Carey Street and Coles Place are existing City Housing complexes. In a report to Central Government in 2009 these sites were identified as being amongst the 17 most poorly performing sites relative to a number of key performance indicators; common themes relate to limited lifespan remaining, poor site utilisation, functionality issues (i.e. 'old and cold' units) and accelerating deterioration. The aforementioned points resulted in these sites being selected within the Facilities Rebuild Programme/City Housing Work Stream 3 (Partnership Programme) for potential redevelopment.
- 2.4. Coles Street is considered a likely candidate to meet the assessment criteria (from the 2 sites listed above). Clear benefits exist in the site's favourable geographical location (an area with low representation of Council Housing), its appropriate size and scale, and the abundant local amenities and transport links. Each site has advantages and disadvantages as identified within the commentary of section 3.
- 2.5. Request for Proposals (RFPs) will be issued to the 12 approved City Housing Partners in line with the resolution of 25 July 2013. These proposals will then be evaluated by staff and returned with a recommendation(s) to Council. The advancement of Council exemplars sets a high benchmark for the wider housing industry, and secondly will offer the most significant step to date in replacing earthquake damaged housing stock for Council.

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- 2.6. Initial consideration was given to Brougham Village as a potential exemplar scheme however this report from the Acting Chief Executive seeks to recommend to Council that the Council's resolution 3.2 at its 24 April 2014 meeting, is revoked and as such Brougham Village being recommended as a potential exemplar site is rescinded. Please see below:

3.2 That the Council determine the preferred second candidate for exemplar status is Brougham Village.

3. BACKGROUND

- 3.1. The Land Use Recovery Plan (LURP) was gazetted by the Minister for Canterbury Earthquake Recovery on 6 December 2013. Action 8 of the plan requires the Council to enable a range of medium density housing schemes as exemplar projects. The Council is the lead agency for this action, supported by Canterbury Earthquake Recovery Authority (CERA), Ngai Tahu, the Ministry of Business, Innovation and Employment (MBIE) and NZ Transport Authority (NZTA). The LURP can be viewed at <http://cera.govt.nz/sites/cera.govt.nz/files/common/land-use-recovery-plan.pdf>
- 3.2. Two exemplar projects will be Council-led with several further projects anticipated at Bryndwr, Shirley, Riccarton Racecourse and Halswell by a range of other providers. Council approved this process and the criteria for the assessment of proposals on 13 February 2014. Site selection is required within a pre-determined timescale.
- 3.3. The assessment criteria by which preferred candidates will be measured is noted below:
- 3.3.1. High quality, safe, accessible residential environments that address neighbourhood context.
 - 3.3.2. Well built and energy efficient.
 - 3.3.3. Innovation within the housing market.
 - 3.3.4. Appropriate to the locality.
 - 3.3.5. Diversity and Affordability of Housing Products.
 - 3.3.6. Medium density.
 - 3.3.7. Showcasing and sharing of exemplar experience.

Council will be asked to make an assessment in terms of the above criteria via an additional report.

- 3.4. Council approved the selection of 12 City Housing partners on 25 July 2013; in line with the resolutions, a number of Memorandum of Understanding (MOU's) have been established with the respective partners. The approved organisations include a cross section of public/private organisations and Non Government Organisations (NGOs). The next step of this process is to undertake Request for Proposals (RFP's) for the specific sites in relation to the 17 identified poor performers; inclusive of Carey Street, Coles Place and Andrews Crescent.

3.5. Carey Street Background

- 3.5.1. Carey Street is owned by Christchurch City Council and managed by City Housing as the asset owner. The site is located in Somerfield and has a site area of 9,562m² largely occupied by the 32 existing bedsit units (albeit underutilising the site). The bedsit units were constructed in 1942 and are at an advanced stage of their expected lifespan.
- 3.5.2. Earthquake damage to Carey Place is considered minor however recent building condition surveys have noted increasing rates of deterioration to elements of the core fabric (particular to floors) which may lead to the units becoming unserviceable within a relatively short period.

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3.5.3. The units are predominantly of timber construction (framing, piles and bearers) coupled with weatherboard cladding with a heavy tile roofs. The units have no under floor insulation or wall insulation.



FIGURE 3 – LOCATION CAREY STREET

3.5.4. Somerfield is a suburb in the south of the city, between Sydenham and Cashmere (Figure 3). It lies on the eastern side of Colombo Street, a key north/south running street linking the central city to the Port Hills.



FIGURE 4 – SITE ANALYSIS CAREY STREET.

3.5.5. Within a 400m (5 min) walk are a number of amenities including the Beckenham Shops, a neighbourhood centre, and Summerfield and Bradford Parks. Barrington Mall, a Key Activity Centre, is just over 800m away (10 min walk) and contains a range of retail and community facilities, including Barrington Library. The Heathcote River is a key recreational walking and cycling corridor with Christchurch South Library positioned on its banks.

3.6. Coles Place Background

3.6.1. Coles Place is owned by Christchurch City Council and managed by City Housing as the asset owner. The site is located in St Albans and has a site area of 5,212m² largely occupied by the 20 existing bedsit units (albeit underutilising the site). The bedsit units were constructed in 1953 and have entered the latter third of their expected lifespan.

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3.6.2. Earthquake damage to Coles Place is considered minor however recent building condition surveys have noted increasing rates of deterioration to elements of the core fabric (particular to floors, a common theme with Carey Street also) which may lead to the units becoming unserviceable within a relatively short period.

3.6.3. The units are predominantly of timber construction (framing, piles and bearers) coupled with weatherboard cladding and with a heavy tile roof. The units have no under floor insulation or wall insulation.

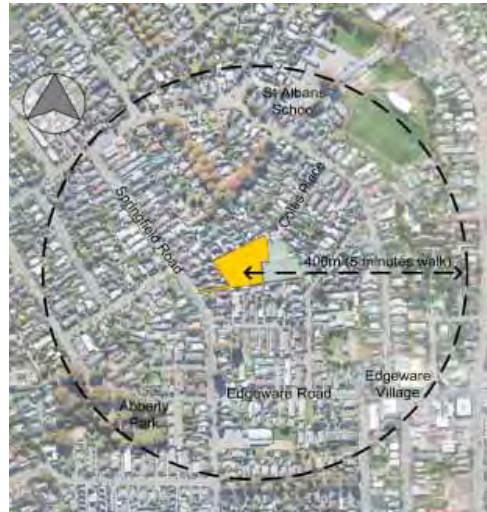


FIGURE 5 – LOCATION COLES PLACE (Aerial image)

3.6.4. The site is in a well connected northern suburb in close proximity to the Christchurch city centre. Springfield and Edgware Roads are the key street connections to the area and are both noted in the City Plan as collector roads and are public transport routes (see Fig 5).



FIGURE 6 – SITE ANALYSIS COLES PLACE.

Local amenities are quite plentiful with Edgware shops just 500m away (inclusive of a supermarket and community facilities) tennis courts are adjacent; also in close proximity is St Albans (primary) School less than 300m away. Within a radius of 2 km the services of both the central city and Merivale Village (i.e. retail, medical and community) are accessible. Bus stops are also located on Springfield Road and at Edgware Village.

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3.7. Carey Street

3.7.1. Carey Street – Advantages & Disadvantages

Carey Street	
Advantages	Disadvantages
1.Meets the requirement of LURP's Enhanced Development Mechanism (EDM). Existing density could be improved.	1.Lack of visibility with limited current street frontage and links to the neighbourhood
2.Resource consent could be non-notified.	2.Close geographical proximity to Andrews Crescent complex.
3.Carey Street is in need of re-investment and upgrade due to deteriorating building conditions.	3.There is already a high representation of social and affordable housing in the locality.
4.Favourable ground conditions.	4.Existing mature trees may inhibit layout options.
5.Can easily meet the requirements of medium density (25-30 units per hectre).	5.It is a fully internalised site with one access point. Potential to provide additional access.
6.Potential to demonstrate improvement in connectivity and block layout, reconnecting to the neighbourhood.	6.May require additional purchase of land to achieve a good long term outcome.

3.7.2. Carey Street Redevelopment Concept (indicative only)



FIGURE 8 – RE-DEVELOPMENT CONCEPT (INDICATIVE ONLY)

24 Cont'd

3.7.3. Synopsis

The site is well located and meets the criteria of the Enhanced Development Mechanism (EDM) which presents a turn key proposition in moving this development forward. The conceptual renderings and yield studies undertaken present development yields ranging from 30 units to 50 units. **Figure 8** above represents a concept with a site yield of 40 units, the median of that range. Carey Street is in need of re-investment and upgrade due to deteriorating building conditions.

There is a lack of strong street frontage with the site being internalised, although options exist to form an additional entrance. The site is located in close proximity to Andrews Crescent (approx 2km). There is already a good proportion of social and affordable housing within reasonable proximity to the site.

3.8. Coles Place

3.8.1. Coles Street – Advantages & Disadvantages

Coles Place	
Advantages	Disadvantages
1. Wide range of local amenities and services within walking and cycling distance. Proximity to schools leads to diverse housing typologies.	1. Living 2 Zone (L2) not in an EDM. Site development already over density for the zone (38hh/ha) relatively low density surrounding, access off a shared Right of Way fed off a cul-de-sac.
2. City Housing has very low levels of presence in this locality. Perceived as a high area of need.	2. Lack of strong street frontage and linkage, and consequently lack of visibility/profile.
3. The existing Coles Place complex is in need of re-investment and upgrade due to deteriorating building conditions.	3. The existing site access roads (Coles Place) restrict layout options for the site.
4. Appropriate scale and size of development.	4. The pedestrian walkway requires an upgrade (redesign) with the aim to improve passive surveillance and lighting.
5. Can easily meet the requirements of medium density (25-30 units per hectare).	5. Potential sensitivity issues around the adjacent tennis club.
6. Opportunity to create better block layout with further capital investment in land to create improved linkage and street frontage.	6. The site shape limits potential density and layout, particularly in combination with the access layout.

24 Cont'd

3.8.2. Coles Place Redevelopment Concept (indicative only)

**FIGURE 9 – RE-DEVELOPMENT CONCEPT (INDICATIVE ONLY)**

3.8.3. Synopsis

The site is well located with a wide range of local amenities in close proximity. There is high demand for social and affordable housing in the locality. The conceptual renderings and yield studies undertaken present development yields ranging from 23 to 27 units. **Figure 8** above represents a concept with a site yield of 23 units. It should be noted that a high ratio of 2 bed units (18) is incorporated on the strength of the local amenities (school and community services) available to this location. Coles Place is in need of re-investment and upgrade due to deteriorating building conditions.

There is a lack of strong street frontage (visibility/profile) with the site being internalised. The existing road restricts the layout options for the site. The design needs to respond to the close proximity of the tennis club. Current zoning (L2) allows only a marginal increase.

3.9. Affected parties

3.9.1. The consultation process has commenced with City Housing informing tenants of these sites that consideration is being given to future intentions of these sites as part of Council's consultative process regarding the provision of both affordable and social housing. A full consultation plan will be derived from this process.

3.9.2. Consultation with surrounding neighbours would occur as the scheme evolves; further consultation is also necessitated through the resource consent process.

4. FINANCIAL IMPLICATIONS

4.1. This work is currently unbudgeted and is not aligned to the 2009-2016 LTP.

4.2. It is estimated that it would cost approximately \$10.4 million and \$6.4 million to redevelop Carey and Coles respectively.

24 Cont'd**5. STAFF RECOMMENDATION**

It is recommended that the Council:

- 5.1. Revoke the resolution 3.2 made on 24 April 2014 that the Council determine the preferred second candidate for exemplar status is Brougham Village.
- 5.2. Endorse Andrews Crescent and Coles Place as the preferred candidates for exemplar status under the Land Use Recovery Plan (LURP). Note this preferred status is subject to evaluation against the assessment criteria.
- 5.3. Confirm its commitment to work with other stakeholders; including but not limited to Housing New Zealand Corporation (HNZC), Canterbury Earthquake Recovery Authority (CERA), Ngai Tahu, the Ministry of Business, Innovation and Employment (MBIE) and NZ Transport Authority (NZTA)
- 5.4. Note that further reports will be provided prior to seeking detailed proposals from the market and following the receipt and evaluation of any site specific proposals.
- 5.5. Note that Council led exemplar schemes are still subject to the outcome of the Council's consultative process regarding social housing.

25. LAND USE RECOVERY PLAN: EVALUATION OF CHRISTCHURCH CITY COUNCIL EXEMPLAR HOUSING PROJECTS

		Contact	Contact Details
Executive Leadership Team Member responsible:	Chief Planning Officer, Strategy and Planning Group.	N	
Officer responsible:	Unit Manager, Urban Design and Regeneration.	Y	941 8902
Author:	John Scallan, Policy Planner, Urban Regeneration.	N	

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 This report evaluates the Christchurch City Council candidate Land Use Recovery Plan Exemplar projects at Andrews Crescent, Coles Place, Carey Street and Brougham Village against the Exemplar criteria. It identifies the progress made to date in achieving exemplar status and the areas of further work before the projects can be approved as Exemplars. This report recommends the endorsement of the selection and location of two Christchurch City Council Exemplar projects. This report is part of fulfilling the Council's role as the enabler of Exemplar projects as stipulated in Action 8 of the Land Use Recovery Plan (LURP).

2. EXECUTIVE SUMMARY

- 2.1 The Council approved the Exemplar process and criteria for assessment of proposals on 13 February 2014. Action 8 of the LURP requires that a decision on approval as an Exemplar for the two Christchurch City Council proposals be given by 6 June 2014.
- 2.2 The Council has two roles in the Exemplar process: Firstly, as a provider of two projects for consideration for Exemplar status and secondly, as the enabler of all the Exemplar projects. This report concerns the second of the Council's roles. Due to further information being available, an original Council decision on 8 May 2014 to endorse Andrews Crescent and Brougham Village as Exemplars is now being reconsidered.
- 2.3 At the time of preparing this report, the Council has not made a final decision on which two housing projects it wishes to be considered for exemplar status. The previous report on this agenda requested Council reconsideration and resolution on the two candidate housing projects for consideration as exemplars. This report therefore considers all four candidate Exemplar projects that were originally presented in a report of 24 April 2014, namely Andrews Crescent, Coles Place, Carey Street and Brougham Village. These have been assessed against the following Exemplar criteria:
- 2.3.1 High quality, safe and accessible residential environments that address their neighbourhood context.
 - 2.3.2 Well built and energy efficient.
 - 2.3.3 Innovation within the housing market.
 - 2.3.4 Appropriate to the locality.
 - 2.3.5 Diversity and affordability of housing products.
 - 2.3.6 Medium density.
 - 2.3.7 Showcasing and sharing of Exemplar experience.
- 2.4 The information available on each project does not at this stage contain sufficient detail to fully assess the projects against all of the Exemplar criteria. Therefore, this report does not recommend awarding the 'Exemplar in Principle' status to the projects at this stage. It instead seeks Council endorsement of two of the projects as strong candidates for Exemplar status, noting the progress to date in meeting the Exemplar criteria. In meeting a number of the Exemplar criteria all the candidate projects will need further work and assessment through the Exemplar process. Once this has been completed a further report will be brought to Council to confirm the status of the projects as Exemplars.

25 Cont'd

3. BACKGROUND

- 3.1 The Land Use Recovery Plan (LURP) was gazetted by the Minister for Canterbury Earthquake Recovery on 6 December 2013. Action 8 requires the City Council to enable a range of medium density housing schemes as Exemplar projects, including projects at Bryndwr, Shirley, Riccarton Racecourse and Halswell by a range of providers, and two Council-led projects. The Council is the lead agency for this Action, supported by the Canterbury Earthquake Recovery Authority (CERA), Ngai Tahu, the Ministry of Business, Innovation and Employment (MBIE) and NZ Transport Authority (NZTA). The LURP can be viewed at: <http://cera.govt.nz/sites/cera.govt.nz/files/common/land-use-recovery-plan.pdf>.
- 3.2 The purpose of Action 8 is to support the delivery of high quality new housing which can showcase delivery of a wider range of housing choices, with a clear emphasis on affordability, to meet more diverse demands within the housing market. Exemplars should demonstrate that medium density housing can offer diverse and attractive housing choices and living environments for all sectors of the market and can demonstrate this by meeting or exceeding the range of criteria that have been approved for the assessment of the projects. The criteria and process for awarding of Exemplar status to a project was agreed at the Council meeting of 13 February 2014.
- 3.3 In its role as a **provider** of candidate Exemplar projects, the Council at the meeting of 24 April 2014 resolved to identify Andrews Crescent as the first Council Exemplar project and Brougham Village as the second (sites at Coles Place and Carey Street being the alternative options that were not identified).
- 3.4 In its role as **enabler** of Exemplars, the Council considered on 8 May 2014 whether to endorse the Andrews Crescent and Brougham Street projects as strong candidates for Exemplar status and note that further work was required to confirm Exemplar status for each project. Due to further information being known regarding the Brougham Village project in particular, the Council referred the report to the Council meeting of 22 May 2014 to allow for further deliberation in the selection of the two Council candidate Exemplar projects. The previous report on this agenda requested Council reconsideration and resolution on the two candidate housing projects for consideration as exemplars
- 3.5 Due to uncertainty regarding which two exemplar projects will be approved as candidates for further evaluation as exemplars, all four housing projects are considered in this report. The Council is required to consider and decide whether these projects are approved as Exemplar projects by 6 June 2014. It was in this role that the Council endorsed the location of the two Housing New Zealand Corporation projects at the meeting of 27 February 2014 and also considered the Meadowlands project (Spreydon Lodge, Halswell) as an 'Exemplar in Principle' at the meeting of 24 April 2014. The Riccarton Racecourse project has not yet been considered.
- 3.6 The Christchurch City Council candidate Exemplar projects are listed below. Further information on these sites is provided in the separate report from the Unit Manager Community Support.
- 3.6.1 **Andrews Crescent, Spreydon.** The site is close to the intersection of Simeon Street and Brougham Street, with access from Simeon Street. The size of the site is approximately 1.5 hectares. The proposal is to redevelop this site to deliver over 100 new residential units across a range of unit sizes.
- 3.6.2 **Carey Street, Sommerfield.** The site is located in a mid-block section between Dunn Street and Somerfield Street, with access from Dunn Street. The size of the site is approximately 9,500 square metres. The redevelopment concept indicates the project could deliver between 30 and 50 new residential units across a range of unit sizes.
- 3.6.3 **Coles Place, St Albans.** The site is located in a mid-block section between Dover Street and Springfield Road, with access from Coles Place. The size of the site is approximately 5,200 square metres. The redevelopment concept indicates the project could deliver between 23 and 27 residential units across a range of unit sizes.

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3.6.4 **Brougham Village, Sydenham.** The site is located in a mid-block section between Brougham Street and Hastings Street. The size of the site is approximately 1.67 hectares. The redevelopment concept indicates the project could deliver between 117 and 154 units across a range of unit sizes.

3.7 The Christchurch City Council candidate projects have been assessed against the Exemplar criteria based on the information available to date. Although for all sites development plans are reasonably advanced at the concept level, the available information falls short of what is required to fully assess the projects for 'Exemplar in Principle' status. Furthermore, the two projects that receive endorsement will have to be independently assessed by the Urban Design Panel, the LURP partners and the Sustainable Homes Working Party as part of the Exemplar process.

4. COMMENT

4.1 The candidate Exemplar projects have been assessed, to the extent that they can be, against the criteria referred to in paragraph 2.3. An endorsement of the site locations and the key components of the concepts that have been developed to date is sought. A further assessment of the more detailed designs and the arrangements for delivering affordable housing will follow, leading eventually to a formal agreement of Exemplar status awarded to the projects (on the basis that all criteria are met or remain met following the detailed independent design assessment).

4.2 Of the candidate Exemplar projects, Andrews Crescent will qualify for development using the Enhanced Development Mechanism (EDM). However, due to the total size of the Andrews Crescent site, the EDM will need to be applied to the staged development of the site so as not to exceed the maximum one hectare size limit of the Mechanism. Carey Street will also qualify for development using the EDM. Brougham Village is zoned as Living 3 under the Christchurch City Plan (permitting medium density development). Coles Place is within a Living 2 zone which permits development up to 30 households per hectare. A proposal for a development in excess of this density may require resource consent.

4.3 Each of the four candidate proposals is evaluated against the Exemplar criteria below.

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4.4 Site and Location, Andrews Crescent, Spreydon:

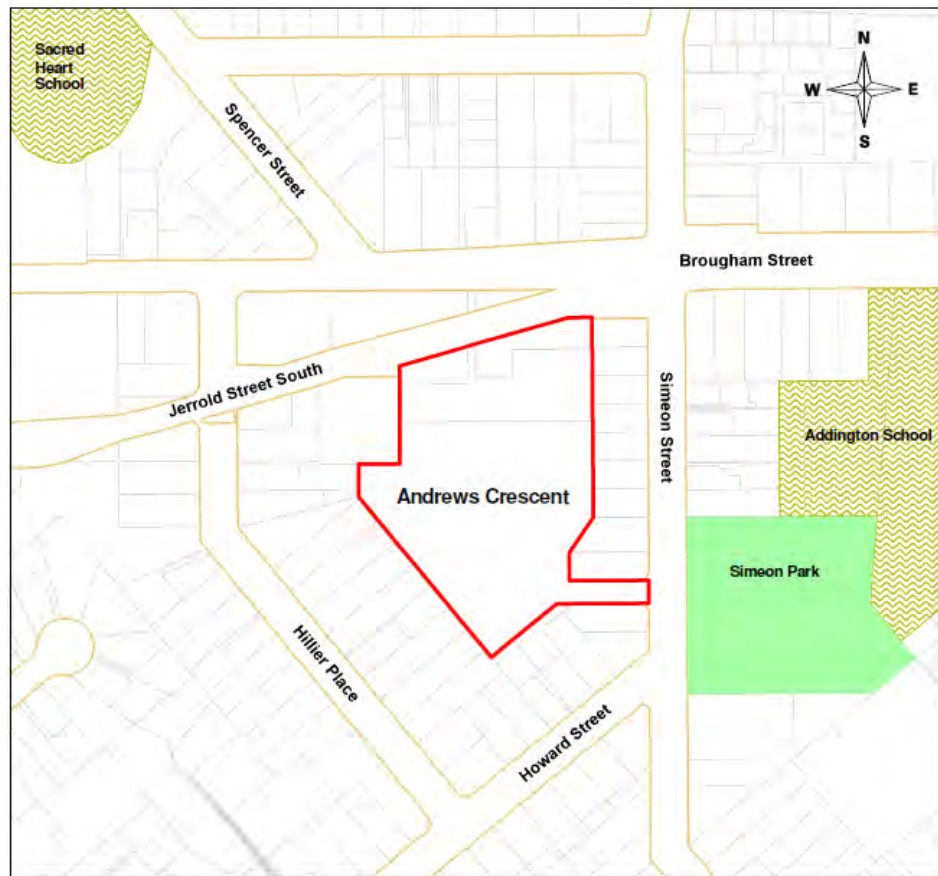


Figure 1. Andrews Crescent. Site Location Map.

4.5 Andrews Crescent. Exemplar criteria Assessment table:

Exemplar Criteria	Assessment against Criteria	Further Information Requirement.	Further Assessment Steps:
High quality, safe and accessible.	Conceptual designs indicate a high quality design. The size and shape of the site gives considerable flexibility in the approach to these aspects of the development. It is noted that the site is adjacent to the high traffic volumes of Brougham Street.	More detail is required on the design of the project as a whole and the buildings that will form part of it. Specific details will be required on the appropriateness of the intensification adjacent to the high traffic volumes of Brougham Street.	Detailed analysis and independent assessment of the design will be required by the Urban Design Panel, the Canterbury Sustainable Homes Working Party and the LURP partners. Assessment against the EDM rules will be required for Resource Consent.
Well built and energy efficient.	The Council is committed to providing homes that meet Homestar 6 standard.	More detail is required of the design of units that will form part of the project.	Independent assessment to Homestar rating for the development.
Innovation	The scheme makes	More detail is required	Details of the design will

within the housing market.	use of the Enhanced Development Mechanism. It demonstrates how medium density housing can be delivered in a comprehensive manner with a range of potential housing typologies.	of the design of units that will form part of the project.	be assessed through the Urban Design Panel, the Sustainable Homes Working Party and with the LURP partners. In addition the consenting process will test the detailed design against the rules of the EDM.
Appropriate to the locality.	The site is zoned for residential development and is a location that meets the location qualification criteria of the EDM. There are no infrastructure constraints on this type of development in the area. The site is located close to parks and transport links. It is 500 metres from the Selwyn Street Shops. Simeon Park and Addington School are adjacent to the site. It is 900 metres from the Barrington Mall. The number 120 bus service passes close to the site and provides a service to the Selwyn Street Shops, Barrington Mall and Addington.	Sufficient information has been provided.	Independent assessment by the Urban Design Panel, the Canterbury Sustainable Homes Working Party and the LURP partners.
Diversity and Affordability.	Conceptual designs indicate that the project will offer a range of house sizes with a mix of tenure and ownership options, including an element of social housing to be retained by the Council. It is noted that the 'mixed tenure model' will need to be enabled in order to satisfy this criteria.	Further information on design and composition of units to confirm conceptual details. Further information on the mix, affordability and delivery of different tenures.	Detailed analysis and independent assessment of the design through the UDP and the LURP partners.
Medium density.	Conceptual designs for the site indicate that household yield will be in excess of 30 households per	To be confirmed with detailed design work.	Review by the UDP and LURP partners to confirm that the project meets the Exemplar criteria.

	hectare.		The consenting process will also confirm that the project meets the rules of the EDM with regard to housing density (i.e. a minimum of 30 households per hectare).
Showcasing and sharing.	The Council is committed to collaborating with the LURP partners to showcase and promote the exemplar.	Details of innovation in the project that can be used to help promote good development outcomes.	A showcasing approach will be developed with the LURP partners and the providers of other Exemplar projects.

4.6 Site and Location, Coles Place, St Albans.

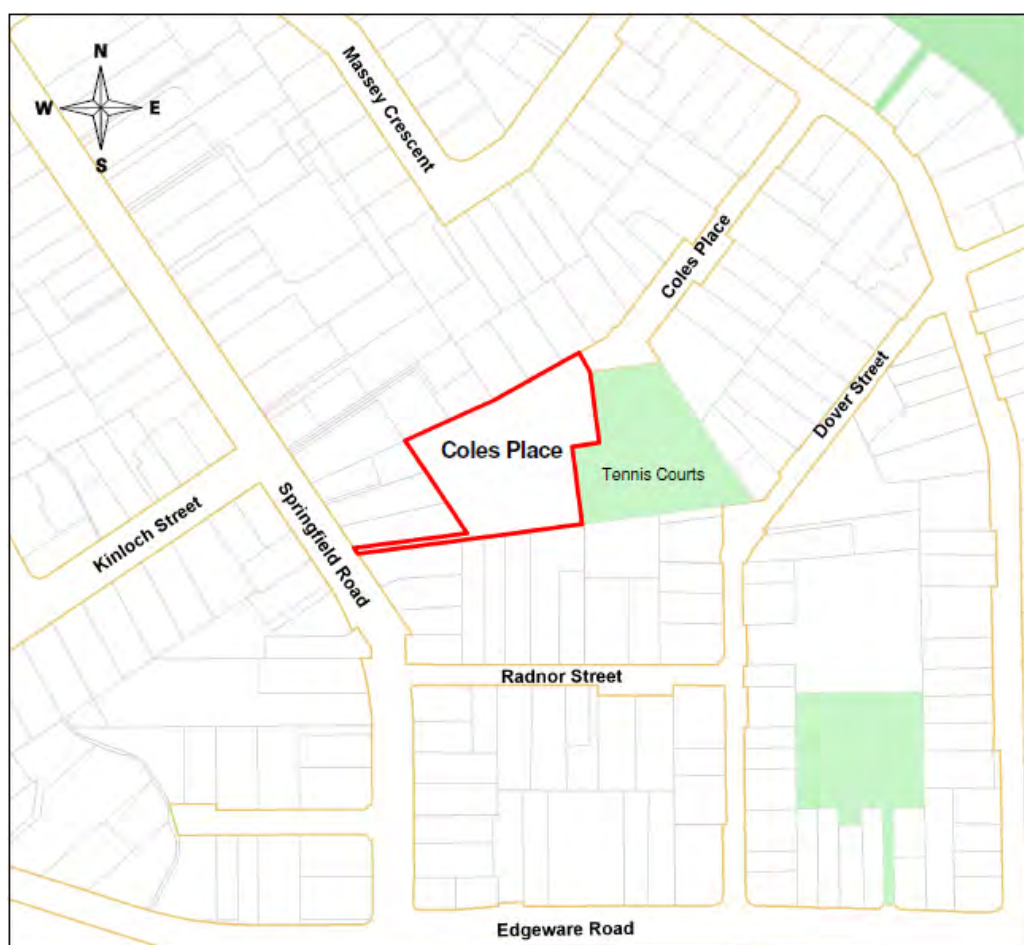


Figure 2. Coles Place. Site Location Map.

4.7 Coles Place. Exemplar criteria assessment table:

Exemplar Criteria	Assessment	Further Information Requirement.	Further Assessment Steps:
High quality, safe and accessible.	Conceptual designs for the site indicate it is accessible and with a good layout. The site has two pedestrian entrances which improves access to transport links.	More detail is required on the design of the project as a whole and the buildings that will form part of it.	Detailed analysis and independent assessment of the design will be required by the Urban Design Panel, the Canterbury Sustainable Homes Working Party and the LURP partners. Assessment against the EDM rules will be required for Resource Consent.
Well built and energy efficient.	The Council is committed to providing homes that meet Homestar 6 standard.	More detail is required of the design of units that will form part of the project.	Independent assessment to Homestar rating for the development.
Innovation within the housing market.	The scheme will deliver a mix of affordable housing options as part of a comprehensive scheme within a built-up area. Opportunities for innovations that relate to design will be identified.	More detail is required of the layout and design of site and units that will form part of the project.	Details of the design will be assessed through the Urban Design Panel, the Sustainable Homes Working Party and the LURP partners.
Appropriate to the locality.	The site is zoned for residential development and a number of medium density developments have occurred in the surrounding Living 2 zoned area. There are no infrastructure constraints on this type of development in the area. The site is located close to English Park and Abberley Park. The Edgeware Shops are less than 500 metres from the site. Two bus routes pass the site along Springfield Road.	Sufficient information has been provided.	Independent assessment by the Urban Design Panel, the Canterbury Sustainable Homes Working Party and the LURP partners.
Diversity and Affordability.	Conceptual designs indicate that the project will offer a range of house sizes	Further information on design and composition of units to confirm conceptual	Detailed analysis and independent assessment of the design through the UDP and the LURP

	<p>in mix of tenure and ownership, including an element of social housing to be retained by the Council.</p> <p>It is noted that the 'mixed tenure model' will need to be enabled in order to satisfy this criteria.</p>	<p>details.</p> <p>Further information on the mix, affordability and delivery of different tenures.</p>	<p>partners.</p>
Medium density.	<p>Conceptual designs for the site indicate a density of over 30 households per hectare is achievable on site. The existing density of development on site is in excess of 30 households per hectare.</p>	<p>To be confirmed with detailed design work.</p>	<p>Review by the UDP and LURP partners to confirm that the project meets the Exemplar criteria.</p>
Showcasing and sharing.	<p>The Council is committed to collaborating with the LURP partners to showcase and promote the exemplar.</p>	<p>Details of innovation in the project that can be used to help promote good development outcomes.</p>	<p>A showcasing approach will be developed the LURP partners and the providers of other Exemplar projects.</p>

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4.8 Site and Location, Carey Street, Somerfield.

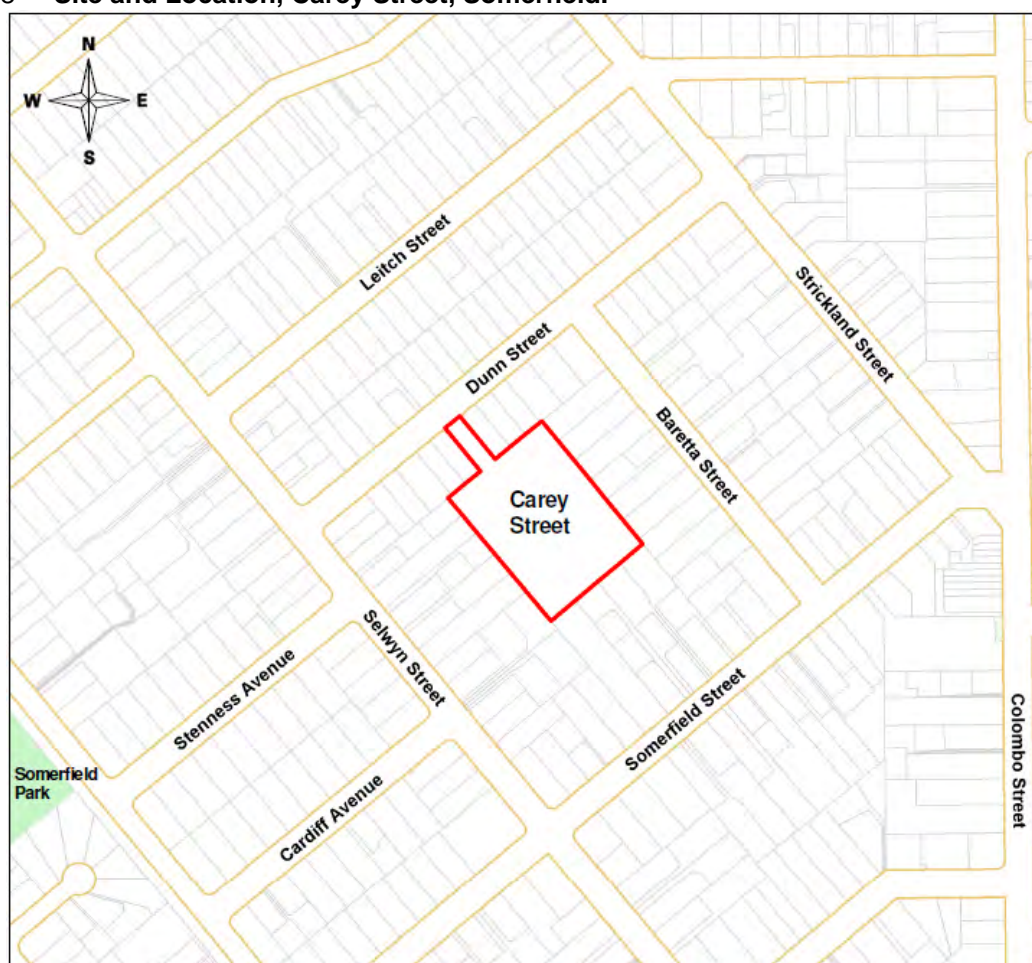


Figure 3. Carey Street. Site Location Map.

4.9 Carey Street. Exemplar criteria, assessment table:

Exemplar Criteria	Assessment against Criteria	Further Information Requirement.	Further Assessment Steps:
High quality, safe and accessible.	Conceptual designs for the site indicate an acceptable degree of accessibility. The concept includes exploring an option to create an additional access point into the site which will improve access to the surrounding area and through the site.	More detail is required of the site layout and design of units that will form part of the project.	Detailed analysis and independent assessment of the design will be required by the Urban Design Panel. Assessment against the EDM rules for Resource Consent.
Well built and energy efficient.	The Council is committed to providing homes that meet Homestar 6 standard.	More detail is required of the design of units that will form part of the project.	Independent assessment to Homestar rating for the development.
Innovation within the	The scheme makes use of the Enhanced	More detail is required of the	Details of the design will be assessed through the

housing market.	Development Mechanism. It demonstrates how medium density housing can be delivered in a comprehensive manner with a range of potential housing typologies.	site layout and design of units that will form part of the project.	Urban Design Panel, the Sustainable Homes Working Party and with the LURP partners. In addition the consenting process will test the detailed design against the rules of the EDM.
Appropriate to the locality.	The site is zoned for residential development. The zone allows medium density development but there are few examples in the surrounding area. There are no infrastructure constraints on this type of development in the area. The site is located close to Somerfield Park. The Beckenham Shops are less than 500 metres from the site. Bus routes pass close to the site along Selwyn Street and Colombo Street.	Sufficient information has been provided.	Detailed analysis and independent assessment of the design will be required by the Urban Design Panel. Assessment against the EDM rules for Resource Consent.
Diversity and Affordability.	Conceptual designs indicate that the project will offer a range of house sizes with a mix of tenure and ownership components, including an element of social housing to be retained by the Council. It is noted that the 'mixed tenure model' will need to be enabled in order to satisfy this criteria.	Further information on design and composition of units to confirm conceptual details. Further information on the mix, affordability and delivery of different tenures.	Detailed analysis and independent assessment of the design through the Urban Design panel and the LURP partners.
Medium density.	Conceptual designs for the site indicate that household yield will be in excess of 30 households per hectare.	To be confirmed with detailed design work.	Review by the Urban Design Panel and LURP partners to confirm that the project meets the Exemplar criteria. The consenting process will also confirm that the project meets the rules of the EDM with regard to housing density (i.e. a minimum of 30 households per hectare).
Showcasing and sharing.	The Council is committed to collaborating with the LURP partners to showcase and promote the exemplar.	Details of innovation in the project that can be used to help promote good development outcomes.	A showcasing approach will be developed with the LURP partners and the providers of other Exemplar projects.

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4.10 Site and Location Summary, Brougham Village, Sydenham.

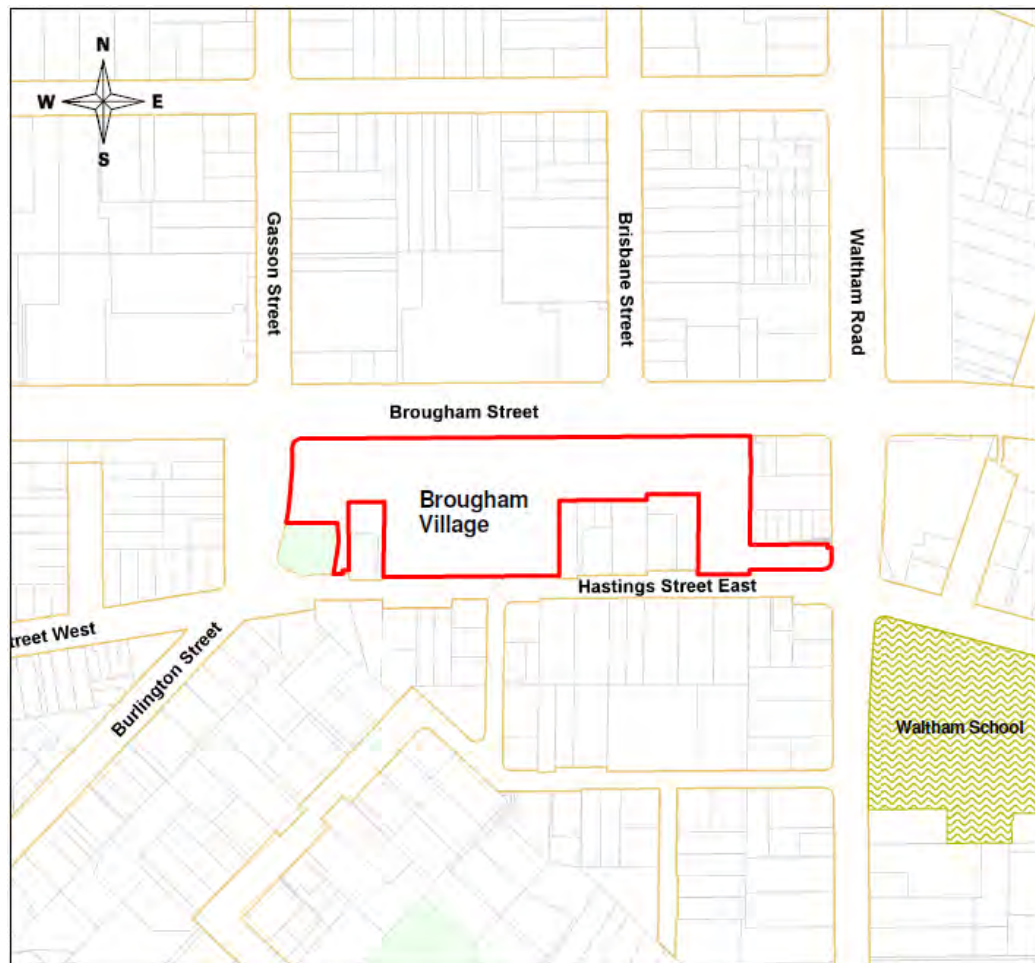


Figure 4. Brougham Village. Site Location Map.

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4.11 Brougham Village. Exemplar criteria assessment table:

Exemplar Criteria	Assessment against Criteria	Further Information Requirement.	Further Assessment Steps:
High quality, safe and accessible.	Conceptual designs for the site indicate an excellent degree of accessibility with a Brougham Street frontage offering pedestrian access and other access points to the site for vehicle and pedestrian access. Three bus stops are readily accessible from the site. Good potential to create quality outdoor living spaces. It is noted that the site is adjacent to the high traffic volumes of Brougham Street.	More detail is required of the design of the project as a whole and of units that will form part of it. Specific details will be required on the appropriateness of the intensification adjacent to the high traffic volumes of Brougham Street.	Detailed analysis and independent assessment of the design will be required by the Urban Design Panel, the Canterbury Sustainable Homes Working Party and the LURP partners. Consideration may need to be given to other uses for the land.
Well built and energy efficient.	The Council is committed to providing homes that meet Homestar 6 standard.	More detail is required of the design of units that will form part of the project.	Independent assessment to Homestar rating for the development.
Innovation within the housing market.	Opportunities for innovations that relate to design will be identified.	More detail is required of the design of units that will form part of the project.	Details of the design will be assessed through the Urban Design Panel, the Sustainable Homes Working Party and with the LURP partners.
Appropriate to the locality.	The site is zoned for residential development. The Living 3 zone allows medium to medium-high density development and there are a number of examples in the surrounding area. There are no infrastructure constraints on this type of development in the area. The site adjoins a small pocket park and approximately 550 metres from Sydenham Park and Waltham Park. The nearest shopping area is on Colombo Street. There are bus routes along Brougham Street and Waltham Street.	Sufficient information has been provided.	Independent assessment by the Urban Design Panel, the Canterbury Sustainable Homes Working Party and the LURP partners.

Diversity and Affordability.	Conceptual designs indicate that the project will offer a range of house sizes in mix of tenure and ownership, including an element of social housing to be retained by the Council. It is noted that the 'mixed tenure model' will need to be enabled in order to satisfy this criteria.	Further information on design and composition of units to confirm conceptual details. Further information on the mix, affordability and delivery of different tenures.	Detailed analysis and independent assessment of the design through the Urban Design Panel and the LURP partners.
Medium density.	Conceptual designs for the site indicate a density in excess of 30 households per hectare is achievable on site. The City Plan Zone for the site allows medium density development.	To be confirmed with detailed design work.	Review by the UDP and LURP partners to confirm that the project meets the Exemplar criteria.
Showcasing and sharing.	The Council is committed to collaborating with the LURP partners to showcase and promote the exemplar.	Details of innovation in the project that can be used to help promote good development outcomes.	A showcasing approach will be developed with the LURP partners and the providers of other Exemplar projects.

Conclusion

4.12 Noting that the LURP requires the Council to identify two candidate Exemplar projects, Officers are confident that all the candidate projects evaluated in this report will demonstrate the qualities required of Exemplar projects and that there are further design and evaluation steps required before any of the schemes could be approved as Exemplars. Therefore, it is proposed that the Council endorses as strong candidates for Exemplar status whichever two housing projects are approved as exemplar candidates following consideration of the previous report on this agenda.

5. FINANCIAL IMPLICATIONS

5.1 The further development and assessment of the Exemplar schemes can be supported through existing operational budgets.

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6. STAFF RECOMMENDATION

That the Council:

- 6.1 Endorse the Christchurch City Council projects at Andrews Crescent as a strong candidate for Exemplar status as a good example of medium density development in the existing urban area; and either:
 - 6.1.1 Endorses Carey Street as a strong candidate for Exemplar status that will be a good example of medium density development in the existing urban area; **or**
 - 6.1.2 Endorses Coles Place as a strong candidate for Exemplar status that will be a good example of medium density development in the existing urban area; **or**
 - 6.1.3 Endorses Brougham Village as a strong candidate for Exemplar status that will be a good example of medium density development in the existing urban area.
- 6.2 Note that further reports will be provided when the projects endorsed under 6.1 have progressed to the stage that they can be formally approved as Exemplars.

26. AN ACCESSIBLE CITY – REVISED FIRST PHASE TRANSPORT PROJECTS - CONSIDERATION OF KILMORE AND SALISBURY STREET ENHANCEMENTS

		Contact	Contact Details
Executive Leadership Team Member responsible:	(Acting) General Manager, City Infrastructure Group	N	Terry Howes
Officer responsible:	Unit Manager, Transport and Research	Y	Richard Osborne, DDI 941 8407
Author:	Tim Cheesebrough, Senior Transport Planner	N	

1. PURPOSE AND ORIGIN OF REPORT

1.1 This supplementary report arises from the recommendations of the Earthquake Recovery Committee of the Whole meeting of 1 May 2014, Item 9 (An Accessible City – Revised First Phase Transport Projects)

1.2 The Committee's recommendations were as follows:

The Committee recommends that the Council:

(6.1) Support the proposed changes to the First Phase programme of An Accessible City transport projects as outlined in this report and within the original cost sharing Agreement between Council and the Crown.

(6.2) Authorise the Acting Chief Executive to sign an agreement with the Crown (or its agent) varying the Cost Sharing Agreement dated 26 June 2013 in accordance with the changes referred to in 6.1 above.

(6.3) Approve public and stakeholder engagement over the design concepts for the amended First Phase programme of Accessible City projects identified in this report, other than for Transport Project 4 - Manchester Street.

1.3 Following consideration of the report, the Committee passed an additional recommendation:

(6.4) As part of this report to Council, staff provide advice on how work on Kilmore and Salisbury Streets could be brought forward in line with community aspirations and the SCIRT repair programme.

1.4 This supplementary report addresses the fourth resolution of the Committee and explores options for addressing works on Kilmore and Salisbury Streets as part of the Accessible City first phase programme of works.

1.5 For the reasons outlined in this report, Council officers recommend the amended An Accessible City First Phase Transport Programme reported to the Earthquake Recovery Committee of the Whole on 1 May 2014 (resolutions 6.1, 6.2 and 6.3 above), with the addition of early enabling works on Salisbury Street at a notional value of \$100,000 in order to minimise any re - work, and as outlined in Alternative Programme Option 4 of this supplementary report.

1.6 Officers also support priority for full streetscape and two way traffic conversions to Kilmore and Salisbury Streets being viewed as a high priority in further Crown / Council funding discussions over the implementation of the entire An Accessible City Plan.

2. EXECUTIVE SUMMARY

2.1 At its meeting on 1 May 2014, the Earthquake Recovery Committee of the Whole considered a report "An Accessible City – Revised First Phase Transport Projects" (refer **Attachments 1, 2 and 3**). Prior to the Council considering this matter further, the Committee requested a supplementary report by officers into the means by which two further projects might be included in a priority first phase programme of An Accessible City transport plan projects.

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- 2.2 The candidate projects for the first phase programme that the Committee requested an additional report over were:
 - 2.2.1 The retention of a full two way traffic operation conversion and associated streetscape enhancements for Kilmore Street within the first phase projects.
 - 2.2.2 The addition of a full two way traffic operation conversion and associated streetscape and cycleway enhancements for Salisbury Street within the first phase projects.
- 2.3 This supplementary report informs Council of the following:
 - 2.3.1 What enabling provisions Council and CERA are making for the full enhancement projects for Kilmore Street as part of ongoing SCIRT repair work within the currently proposed First Phase Programme amendment.
 - 2.3.2 Options for making alternative budgetary provision within a prioritised First Phase programme, for full improvements to be undertaken on these streets in order to achieve early accordance with An Accessible City (the transport chapter of the Christchurch Central Recovery Plan).
- 2.4 For the reasons outlined in this report, it is recommended that the Council does not include full streetscape enhancements to Kilmore Street and Salisbury Street in the revised first phase transport projects.

3. BACKGROUND

- 3.1 An Accessible City (AAC) identifies an initial suite of 'First Phase Transport Projects' to be delivered as a priority to support delivery of key Anchor Projects. Schedule 14 of the Cost Sharing Agreement of June 2013 between the Council and the Crown established a budget of \$72 million for delivery of these First Phase Transport Projects, of which \$27 million would be provided by the Council, \$27 million by the Crown and with \$18 million of financial assistance from the New Zealand Transport Agency, subject to normal Council funding application processes to the Agency.
- 3.2 Joint development of a programme of First Phase project definitions by CERA and Council staff undertaken since the gazettal of An Accessible City on 31 October 2013 has resulted in a number of proposed changes to the initial set of first phase projects. This has been undertaken through a business case process in accordance with the direction of the Cost Share Agreement. At the Earthquake Recovery Committee of the Whole meeting on 1 May, the Committee were informed of some recommended changes to that programme, primarily to enable three new projects to feature in the programme supporting the new bus interchange opening expected in April 2015.
- 3.3 The Committee were also informed of the key criteria that officers of Council and CERA have used to identify the most appropriate candidate projects against the agreed programme budget of \$72 million. These criteria were as follows:
 - 3.3.1 Does the project enable early anchor projects to be efficiently progressed?
 - 3.3.2 Does the project enable early benefits of An Accessible City transport network principles to be realised?
 - 3.3.3 Does the programme accord well with the planned opening of the new Bus Interchange in April 2015?
 - 3.3.4 Does the project maximise as far as practicable its alignment with ongoing SCIRT repair programmes?

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- 3.4 In consideration of the report, Committee members sought advice on the opportunity to achieve full two way traffic operations and associated streetscape enhancements on two east – west streets across the northern part of the central city – namely Kilmore and Salisbury Streets as part of this first phase programme. The Committee also wished to ensure that sufficient account had been taken of the benefits of enhancing already scheduled repair work to both streets being undertaken this year by SCIRT.

4. COMMENT

- 4.1 An Accessible City makes a firm commitment to the conversion of both Kilmore and Salisbury Streets to two way traffic operations as an integral part of the central city transport plan. This is primarily as they perform an important east – west distributor street function through this primarily residential quarter of the northern central city.
- 4.2 Prior to the earthquakes, and as is presently the case, Salisbury and Kilmore Streets operated as a one way “pair” – offering journeys across the northern central city a clear route legibility. All the key one way streets in the central city have operated as pairs since they were established because of this desirable route legibility. It makes sense therefore that when works are undertaken to revert a street to two way traffic operations (as is proposed here), both halves of any pair should ideally be treated concurrently. Nevertheless, at the time of preparation of An Accessible City (and when Kilmore Street remained in the central city cordon), the full two way conversion of Kilmore Street was seen as an opportunity to align with earthquake repair works being undertaken by SCIRT along the corridor. No such proposal and financial provision was made for Salisbury Street.
- 4.3 The business case has identified that the original first phase package of transport projects should be re-scoped to better support delivery of anchor projects. It proposes adding three extra projects to meet the opening of the new Bus Interchange in April 2015 (namely Tuam Street, Colombo Street and Lichfield Street) and reducing the scope of other projects including the Kilmore Street two-way in order to stay within the agreed budget.
- 4.4 The important principle of achieving maximum synergy (and hence minimising abortive re-work) has however continued to be recognised for ongoing repair work to Kilmore Street. This has resulted in a retained enabling works budget of \$100,000 to ensure the new carriageway surfaces and lane makings are aligned with a later two way conversion. Underground ducting works also intended to be undertaken as part of this enabling budget would enable repaired intersections to be subsequently converted to two way signal operations with lessened later disruption and costs. However, the \$72 million funding agreement budget prevented officers from recommending to the Committee retention of the full package of upgrades to Kilmore Street (valued at circa \$6.2 million) in order to make provision for the additional new projects. These same budget pressures also prevented officers recommending to the Committee a further addition of the Salisbury Street two way conversion, together with streetscape works and a separated cycleway into the programme – a package of works expected to be valued at a further circa \$8 million.
- 4.5 In recognition of this overall budget constraint and the desire to re-consider the status of the Kilmore and Salisbury Streets works, the Committee asked officers to look further at potential savings elsewhere in the First Phase programme to accommodate a full early package of Kilmore and Salisbury Street conversion works. These two streets have therefore been taken to have an estimated combined construction value of circa \$15 million. The Committee suggested that the focus in finding savings elsewhere should be placed on the early need for Cambridge Terrace / Durham Street enhancements. This alternative option is discussed below along with other alternative programme adjustments. The impact of the alternative programme adjustments against the key criteria for candidate First Phase programme projects is summarised in Table 1.

Programme Amendment Option 1 – Defer Cambridge Terrace Enhancements

- 4.6 The enhancement of the Cambridge Terrace / Durham Street project (TP3) was proposed as a high priority for the first phase programme in An Accessible City at the time of its gazettal. This was as a result of the close synergy with the adjacent Avon River Precinct works. This justification is further reinforced by the desire to achieve a slower speed regime through the Inner Zone of the central city (i.e. between Kilmore and St Asaph Streets). The early introduction of measures to create a low speed zone is a further project identified as achieving good synergy with central city recovery and ongoing SCIRT programmes.

Programme Amendment Option 2 – Defer Manchester Street Boulevard Enhancements

- 4.7 The widening of Manchester Street to create a bus priority “boulevard” between Kilmore to Lichfield Streets was an early priority project identified for delivery at the time of the gazettal of AAC in October 2013. The early completion of the new bus priority corridor on Manchester Street is intended to enable a number of key bus services to use the corridor from the opening of the new Bus Interchange from April 2015. The works are envisaged to be undertaken in tandem with the widening of the corridor into the eastern frame, and for the works to complement development of the eastern frame.

Programme Amendment Option 3 – Increase Programme Value

- 4.8 A fundamental change to the agreed programme sum of \$72 million by some \$15 million to accommodate the full scope Kilmore and Salisbury Streets works would require the sum outlined in the Cost Share Agreement to be increased.
- 4.9 CERA officials support the re-prioritisation of projects and the associated funding as outlined and recommended in the earlier report to the Earthquake Recovery Committee of the Whole, as informed in turn by the business case. Therefore, Council officers consider it fiscally prudent to assume, for the purposes of this report, that it is unlikely there will be any additional Crown funding for the first phase transport projects. Further, while it remains possible that the Council might seek a partial funding contribution to these extra project costs from the NZ Transport Agency under normal application processes, it is Council officers' understanding that the Agency is currently only making provision to accept funding applications from Council up to the previously agreed funding contribution from the National Land Transport Programme of \$18 million.
- 4.10 Therefore, as a result of these considerations, such a \$15 million increase to the total first phase AAC programme might well require the Council's contribution to increase from the existing \$27 million to circa \$42 million. This would require a fresh budget provision for such early works to be made.

Programme Amendment Option 4 – Addition of Salisbury Street enabling works

- 4.11 The amended first phase programme proposed to the Committee on 1 May made no provision for early “enabling” works on Salisbury Street of a broadly similar nature to those envisaged for Kilmore Street. In a similar way, such works might help to minimise any re-work arising from ongoing SCIRT repair works to Salisbury Street during 2014. Although the Salisbury Street SCIRT led repairs are only planned to be undertaken between Manchester Street and Barbadoes Street and are planned to commence imminently, a provisional allocation of up to \$100,000 to enable remarking changes and some limited ducting to be incorporated within the planned repair works would be sufficient to ensure that any re-work on the Salisbury Street repairs is similarly minimised at such time as the full enhancement budget at circa \$8 million is programmed. Such provision could be made within the agreed total budget for the first phase works (of \$72 million) and without a significant change to the programme recommended to Committee in 1 May.

Programme Amendment Options – Comparison Table and Discussion

4.12 As was reported to the Committee in the report of 1 May, the Council and the Crown agreed in the Cost Share Agreement that it was open to them to vary, in writing, the terms of the Agreement. Variation of individual projects, their precise details and construction values within that programme is a matter that can be considered further - and is largely to be expected as the details of individual projects are developed, the results of community consultation is accommodated in detailed designs and the programme business case is refined.

4.13 Table 1 below summarises the chief impacts of the four programme amendment options considered in this report against the assessment criteria outlined in 3.3 above, together with the additional assessment criterion of impact on the overall \$72 million funding allocation agreed for the AAC First Phase programme.

Table 1 - Programme Amendment Options – Key Impacts Comparison

Amended Programme Option / Assessment Criteria	Good alignment with early anchor projects?	Achieve early benefits of AAC principles?	Supports opening of new Bus Interchange (April 2015)?	Optimised alignment with SCIRT programme?	Achievable within AAC cost share agreement global fund?
Option 1 Defer Cambridge Terrace	No Weakens linkage with Avon River Precinct delivery, connectivity to retail precinct (Durham Street south two-way section) and bus interchange connections via Tuam Street	No Delays public realm enhancements for self-enforcing low speed zone and provision of key cycle route	Limited Impact Project would include part of Tuam Street.	Limited impact	Yes Currently included
Option 2 Defer Manchester Street	No Defers widening works and bus priority to corridor as part of Eastern Frame development	No Manchester Street provides bus reliability and a key visible public realm change to road network from AAC.	No Delays dedicated bus priority corridor to / from interchange	No Causes additional difficulties in aligning with SCIRT works	Yes Currently included
Option 3 Increase First Phase Programme Value to include Kilmore/Salisbury	Limited Limited impact on Anchor projects development as directly resulting from early Kilmore and Salisbury Streets works	Yes Enables first phase programme projects delivering against AAC principles to proceed	Yes Enables fresh projects directly supporting Interchange to proceed	Neutral Enables all proposed projects to proceed as planned, with addition of Salisbury and Kilmore Streets. Latter addition however may delay repair start to Salisbury Street, to enable design process and consultation over full two way conversion to be incorporated in works	No Would require around a \$15m enhancement to total programme value

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Option 4 Add Salisbury Street early enabling works	Yes Enables first phase programme projects supporting Anchor Projects to proceed	Limited Due to delayed 2 way conversion and addition of separated cycle route plus streetscape enhancements on Salisbury Street. However, enables other projects with good AAC alignment to proceed	Yes As other projects supporting interchange can proceed	Yes Minimises abortive expenditure and re – work on both Kilmore and Salisbury streets. Enables early start (as planned) to Salisbury Street repairs	Yes Requires only minor alteration to programme project values to accommodate Salisbury Street enabling works
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Discussion

4.14 Therefore, it is considered that the revised programme of works outlined in the report to the Earthquake Recovery Committee of the Whole, with the addition of Salisbury Street enabling works, is the most appropriate package of works when considered against the criteria outlined in section 3.3 of this report. Furthermore, that proposed programme does not require any additional funding, which the proposal to retain Kilmore Street and add Salisbury Street to the first phase programme of works would do. There may be further implications for the Council's Three Year Plan in such a proposal to increase the overall programme value.

4.15 Nevertheless, officers remain conscious that Committee members and the community are concerned that the lack of scheduling of enhancement measures on Salisbury and Kilmore Streets as early as possible in the recovery of the central city. This is seen to be a significant lost opportunity - and there are concerns that these streets may not be viewed with a sufficiently high priority in recovery of the northern central city housing quarter. Officers believe it would therefore be appropriate for such works on these two streets to feature as a high priority in future phases of AAC delivery transport funding, to be reflected both within any further Crown / Council funding agreement discussions and in the Council's own financial provisions for the 2016-18 Long Term Plan - in order that these comprehensive works can be completed as early as is practicable.

5. FINANCIAL IMPLICATIONS

5.1 If the Council supports Alternative Programme Options 1, 2 or 4 outlined in this report, then the only current financial implications are those as affecting the individual named schemes and values within the alternative programme.

5.2 However, if the Council adopts the Alternative Programme Option 3 (an increase in programme value by some \$15 million), then the Council should make provision for that additional \$15 million to be set aside to support the AAC First Phase programme of works. This could increase the Council's contribution from \$27 million to \$42 million. Such an increase would have an impact on the Council's published Three Year Plan (2013-16), and therefore is a matter that the Council and its Finance Committee would need to receive a further report on.

26 Cont'd**6. STAFF RECOMMENDATION**

It is recommended that the Council:

- 6.1 Support the proposed changes to the First Phase programme of An Accessible City transport projects as outlined in the report to the Earthquake Recovery Committee of the Whole and within the original cost sharing Agreement between the Council and the Crown.
- 6.2 Authorise the Acting Chief Executive to sign an agreement with the Crown (or its agent) varying the Cost Sharing Agreement dated 26 June 2013 in accordance with the changes referred to in 6.1 above.
- 6.3 Approve public and stakeholder engagement over the design concepts for the amended First Phase programme of Accessible City projects identified in this report, other than for Transport Project 4 - Manchester Street.
- 6.4 Supports the addition of early enabling works on Salisbury Street at a notional value of \$100,000 in order to minimise any re-work, and as outlined in Alternative Programme Option 4 of this supplementary report.
- 6.5 Supports priority for full streetscape and two way traffic conversions to Kilmore and Salisbury Streets being viewed as a high priority in further Crown / Council funding discussions over the implementation of the entire An Accessible City Plan.

AN ACCESSIBLE CITY – REVISED FIRST PHASE TRANSPORT PROJECTS

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		Contact	Contact Details
Executive Leadership Team Member responsible:	(Acting) General Manager, City Environment Group	N	
Officer responsible:	Transport and Research Unit Manager	Y	Richard Osborne, 8407
Authors:	Tim Cheesebrough, Senior Transport Planner	N	

1. PURPOSE AND ORIGIN OF REPORT

- 1.1 To provide the Earthquake Recovery Committee of the Whole an overview of the outcomes of an updated analysis of expected benefits arising from the First Phase transport projects outlined in An Accessible City, the transport chapter of the Christchurch Central Recovery Plan.
- 1.2 To seek the Committee's recommendation to the Council to support an amended An Accessible City First Phase programme of works, and approval to engage with the community and key stakeholders over the concept designs for a number of the revised First Phase projects contained within that transport programme.
- 1.3 The origin of the report is the need to make a material change to the First Phase programme of transport projects contained in An Accessible City and referenced in the earthquake recovery works cost sharing agreement with the Crown of June 2013.

2. EXECUTIVE SUMMARY

- 2.1 In June 2013, the Council entered into an agreement with the Crown over a cost sharing arrangement for city-wide earthquake recovery capital works, including for specific projects incorporated in the Christchurch Central Recovery Plan. The latter included specific joint funding arrangements for Anchor Projects, plus an agreement for early phases of the "Transport Chapter" of the Christchurch Central Recovery Plan, An Accessible City. The proposed Accessible City projects had a combined value of \$72 million, of which \$27 million would be provided by the Council.
- 2.2 Following the gazettal of An Accessible City on 31 October 2013, further work has been ongoing jointly between staff of the Canterbury Earthquake Recovery Authority (CERA), the Central City Development Unit (CCDU) and the Council to further determine the details and order of that early phase of transport projects, to ensure they best support early anchor projects and begin the transformation of the central city transport network as envisaged by An Accessible City.
- 2.3 This report summarises for the Committee some recommended amendments to the first phase transport projects programme, primarily to ensure that those Accessible City projects which directly support the new Bus Interchange, are implemented prior to its opening in April 2015. This report also seeks Committee approval to engage with the community and key stakeholders over the concept designs for a number of the projects contained in the amended First Phase programme of transport works.

3. BACKGROUND

- 3.1 An Accessible City identifies an initial suite of 'First Phase Projects' to be delivered as a priority. Schedule 14 of the Cost Sharing Agreement sets out the funding available for these First Phase transport projects. As with all Cost Share Agreement projects with Crown funding, the scope of the projects is being progressively refined through a Business Case process, to ensure they deliver optimum outcomes in a timely way to maximise support for recovery.
- 3.2 The intention of the First Phase Projects is therefore to advance a tranche of transport projects that critically integrate with Anchor Projects and the wider Christchurch Central Recovery Plan, as well as maximising alignment wherever possible with ongoing SCIRT infrastructure repair works.
- 3.3 The Cost Sharing Agreement commits \$72 million to the First Phase programme, of which Council's share is \$27 million, with \$27 million matched by Crown, and a further \$18 million financial assistance sought from the New Zealand Transport Agency (NZTA).

- 3.4 Joint development of the First Phase project definitions by CERA, CCDU and Council staff (refer **Attachment 1**) has been ongoing since the gazettal of An Accessible City on 31 October 2013. At the same time, development work has also been undertaken on the new Bus Interchange, which is scheduled to be opened in April 2015. As a result of these parallel workstreams, staff have re-evaluated the First Phase programme of projects as determined in June 2013 to ensure that they continue to offer the optimum priority within the agreed budget.
- 3.5 The Council and the Crown agreed in the Cost Share Agreement that it was open to them to vary, in writing, the terms of the Agreement. Council and CERA staff wish to make the changes to schedule 14 (Phase 1 of the Transport Plan) set out in this report.
- 3.6 If the Council adopts the staff recommendations in this report the changes will be recorded in writing and signed on behalf of the Council and the Crown (or CERA if it is appointed as the Crown's agent for this purpose).

4. **COMMENT**

First Phase Programme Reprioritisation Principles

- 4.1 A review of the original schedule of early projects identified under the funding agreement was considered appropriate to ensure they continue to offer optimum fit for purpose network outcomes against the following key criteria:
- 4.1.1 Does the project enable early anchor projects to be efficiently progressed?
- 4.1.2 Does the project enable early benefits of An Accessible City transport network principles to be realised?
- 4.1.3 Does the programme accord well with the planned opening of the new Bus Interchange in April 2015?
- 4.1.4 Does the project maximise as far as practicable its alignment with ongoing SCIRT repair programmes?
- 4.2 These considerations have resulted in a recommendation to add four new projects to the First Phase programme. In order to achieve this change within the budget set under the existing funding agreement (the \$72 million funding envelope), it is necessary to defer one project intended to achieve an early enhancement to the capacity of the Avenues to a later works phase. Additionally, the full two way conversion of Kilmore Street, which is not part of SCIRT's earthquake repairs remit, will only be enabled at this time through initial works to achieve maximum alignment with the future street layout, including necessary underground ducting for future traffic signalisation of the two-way intersection layouts. The full two-way conversion and important further public realm enhancements will be deferred to later Accessible City works programmes and to enable concurrent delivery with the nearby Salisbury Street two-way conversion.

The Additional First Phase Projects

- 4.3 The new Bus Interchange is due to open to the public in April 2015. To facilitate the operation of the interchange, Tuam Street will need to be fully converted to a one way eastbound main distributor street between Hospital Corner and Madras Street by that date. The original First Phase Projects programme identified Tuam Street as being converted to a one way street between the Hospital and Durham Street only. Additionally, Lichfield Street will be converted to a two way local distributor street, with a priority on Metro bus operations between the Interchange's northern Lichfield Street access and Manchester Street. Colombo Street, which acts as a key walking and cycling route and bus passenger access point to the new Bus Interchange will be subject to streetscape enhancements – especially in the vicinity of the Interchange.
- 4.4 Therefore, it is proposed that the following new projects feature in an amended First Phase programme, with the first three of these undertaken prior to the opening of the Interchange in April 2015:
- 4.4.1 **Tuam Street One Way Conversion (Durham to Madras).** This completes the remaining sections of the one way conversion of this street not being undertaken through pre-existing First Phase projects, and will therefore provide a full one way

street between the Hospital and Madras Street. This is a key route for buses 317 heading eastbound towards the new Interchange.

- 4.4.2 **Lichfield Street Two Way Conversion (Durham to Manchester Street).** This changes Lichfield Street to a two way street between Durham Street and Manchester Street, primarily for local access needs to parking facilities supporting the Retail Precinct. To the east of Colombo Street the street is prioritised for pedestrians, and between the new Interchange access and Manchester Street, it will be prioritised for buses. This will support the key public transport network link from the north and east, connecting to the new Manchester street boulevard – which is a bus priority corridor.
- 4.4.3 **Colombo Street (Hereford to St. Asaph Street).** This project is designed to enhance the street frontage outside the Interchange and the blocks either side. It will provide improved facilities for significant numbers of pedestrians who will be moving to and from the Interchange. This project also improves access on the key walking and cycling routes and enhances the streetscape for the new Justice and Retail Precincts.
- 4.4.4 **Slow core:** In order to achieve early adoption of the lower speed environment planned by An Accessible City for the inner zone of the central city, it is proposed that provision be made for this additional early works project to deliver the 30 kilometres per hour speed environment proposed for inner city streets. To achieve this, it is considered that every effort should be made to deliver an early slow inner zone environment - with later public realm enhancement works supplementing those early traffic measures. The early delivery of a consistent slow speed environment in the heart of the central city would also have the added benefit of reduced costs for temporary traffic management speed reductions associated with development and street works, that would otherwise be required project by project under the current 50 kilometres per hour speed limit.

The Original Programme – Key Features and Proposed Amendments

- 4.5 The Oxford/Tuam swap (TP1) includes the transformation of Tuam Street to a one way eastbound street as far as Durham Street, supporting early works to the Avon River precinct, Health Precinct and Hospital re-development. The conversion of the remainder of Tuam Street previously formed part of the second phase of transport projects. However, with the Bus Interchange now due for completion by April 2015, it is important that the one way conversion of the portion of Tuam Street that runs between Durham and Madras Streets is brought forward to be completed by that date. If these works are not brought forward it would pose a significant risk to the successful operations of the Bus Interchange on opening in the second quarter of 2015.
- 4.6 The Cambridge Terrace (TP3) adjacent to Avon River Precinct continues to be warranted to support the early Avon River Precinct anchor project works and achieve a slower speed environment on this busy southbound distributor street. Further detailing of the project has identified it should include a renewal of the carriageway surface and kerbing throughout, with full depth reconstruction of some carriageway sections only where this is warranted. The budget would permit high quality treatments to be installed at intersections and crossings, together with new footpaths, widened in places and new cycleway treatments. There will be improved landscaping throughout in order to complement the adjacent Avon River Precinct works.
- 4.7 The Manchester Boulevard (TP4) remains very important to support the Bus Interchange development and deliver the key north to south bus priority street across the central city – replacing the pre-earthquakes role of Colombo Street. Again, this project remains as part of the First Phase programme. However, no final decision on this project will be made until a final decision is reached on the future of the Majestic building.

- 4.8 Works at the Hagley/Moorhouse Avenue intersection remain a high early priority, and will focus as part of the First Phase programme on essential traffic changes to improve network efficiency and safety at this busy intersection and nearby streets – importantly helping reduce traffic pressures past Hospital corner - the aforementioned TP1 project.
- 4.9 Project TP6, the replacement of the Fitzgerald Avenue Twin Bridges is currently expected to be part of the SCIRT rebuild programme, which has identified a possible replacement of the twin bridge structures may be needed. If such works are confirmed as necessary by ongoing engineering assessments, then any replacement of the structures offers a unique opportunity to achieve improved network capacity on Fitzgerald Avenue. This would be achieved by widening the river crossing to three lanes in each direction as part of the Avenues enhancement programme envisaged by An Accessible City. At the same time, a new eastern bridge structure would enable the Accessible City's planned new bus routing on Kilmore Street to be achieved, through adding a further southbound right turn lane for buses from Fitzgerald Avenue north to Kilmore Street. Finally, in order to enable the new Avon River Precinct to be connected later to the coast and form part of Council's planned city – wide Major Cycle Routes network, a new cycle and pedestrian underpass would be delivered as part of the enhancement package project. Pending the outcome of ongoing structural assessments of the existing twin bridge structures, it is therefore assumed for the present that the above package of enhancements to the bridges and the adjacent Fitzgerald Avenue/Kilmore Street intersection should be accommodated within the amended First Phase Accessible City programme.
- 4.10 It is considered that the congestion at the Moorhouse/Fitzgerald intersection (TP7) is no longer as pressing a First Phase transport programme priority as when this project was identified at the time of the funding agreement. Therefore, this project is recommended to be deferred from the First Phase programme.
- 4.11 Project TP8 was the full Kilmore Street two-way conversion. This was included in full in the First Phase projects at the time of the cost sharing agreement, when the central city cordon was in place. SCIRT repair works to Kilmore Street have been speedily implemented of late and the full conversion to two way traffic operations is not part of SCIRT's remit. As a result, it is now proposed to undertake only such enhancement works attributable to An Accessible City as to enable later conversion to full two way operation to logically take place in tandem with the similar conversion of Salisbury Street (the other half of the one way pair) and importantly, designed to avoid any abortive re-working.

Project Summary

- 4.12 As a result of the recent further Phase 1 programme analysis, the most urgent projects not originally proposed as part of the agreed Phase 1 programme (June 2013) are those directly associated with the opening of the Bus Interchange in April 2015. These are:
- 4.12.1 The extension of Tuam Street one-way from Durham Street to Madras Street in order to connect with the new Bus Interchange;
- 4.12.2 Work on Colombo Street and Lichfield Street to achieve an improved slow speed pedestrian environment on approaches to the Bus Interchange, plus priority for bus movements on Lichfield Street between the Bus Interchange access and Manchester Street;
- 4.12.3 Early works to achieve a sub 30 kilometre per hour speed environment on streets in the heart of the central city, especially in the vicinity of the Bus Interchange and retail precinct.
- 4.13 The table in **Attachment 2** summarises the First Phase transport projects, including the recommended amendments, and their recommended status to progress to detailed stakeholder and public consultation and design.
- 4.14 In summary, these considerations have resulted a recommendation to add four new projects to the Phase 1 programme. For the present, the First Phase programme assumes that continued provision would be made for a comprehensive enhancement package at Fitzgerald Avenue twin bridges, pending the outcome of ongoing engineering assessments. Those assessments will also investigate fully the engineering implications of the proposed cycle / pedestrian underpass – where the estimated works costs for that element are at present only provisional.

- 4.15 In order to achieve these changes within the budget set under the existing cost sharing agreement, it is therefore necessary to:

4.15.1 Defer one project (at the Fitzgerald / Moorhouse Avenue intersection)

4.15.2 Consider further phasing of some other projects - notably the Hagley / Lincoln / Moorhouse intersection and the full two way conversion of Kilmore Street (the latter would instead be progressed in tandem with important public realm enhancements to both Kilmore and Salisbury Streets).

4.15.3 Achieve some cost savings through re-scoping the previously estimated works engineering costs for Transport Project 3 (Cambridge Terrace).

5. FINANCIAL IMPLICATIONS

- 5.1 As noted in section 4.2, while this report proposes to add new projects to the initial tranche - in order to stay within the previously agreed funding budget of \$72 million, it is necessary to defer one project (at the Fitzgerald Avenue/Moorhouse Avenue intersection), intended to achieve an early enhancement to the capacity of the Avenues, to a later works phase.

- 5.2 Additionally, in order to conform to the agreed budget, some further amendments are also necessary to the scope of other First Phase programme projects:

5.2.1 The Hagley/Lincoln/Moorhouse intersection and the full two way conversion of Kilmore Street will be progressed initially as enabling traffic works only (avoiding later abortive expenditure as further public realm enhancements are implemented as part of later works programmes).

5.2.2 Some cost savings achieved through the re-engineering of Cambridge Terrace Transport Project 3.

5.2.3 Ongoing reviews of the engineering scope of each project in the programme (which will continue while engagement takes place over each project).

- 5.3 With these changes, the original \$72 million allocation of funds remains sufficient to deliver the newly prioritised First Phase programme of Accessible City projects.

6. STAFF RECOMMENDATION

That the Committee recommends that the Council:

- 6.1 Supports the proposed changes to the First Phase programme of An Accessible City transport projects as outlined in this report and within the original cost sharing Agreement between Council and the Crown.
- 6.2 Authorises the Acting Chief Executive to sign an agreement with the Crown (or its agent) varying the Cost Sharing Agreement dated 26 June 2013 in accordance with the changes referred to in 6.1 above.
- 6.3 Approves public and stakeholder engagement over the design concepts for the amended First Phase programme of Accessible City projects identified in this report, other than for Transport Project 4 - Manchester Street.

Overview of Original First Phase Transport Projects and Current Status of First Phase Works

First Phase Project	Project overview
TP1 Oxford / Tuam Swap	Reinstate network capacity and reduce localised traffic caused by partial closure of Oxford Terrace (part of the Avon River Precinct works including public realm / streetscape works). Includes delivering the superstop in the Health Precinct. Supports Hospital development, Metro Sports, Avon River Precinct, Bus Interchange, and SCIRT sequencing.
TP2 Armagh / Colombo Improvements	Delivers cycle / pedestrian network improvements adjacent to Victoria Square to coincide with works in the Avon River Precinct. Contains public realm enhancements adjacent to the Performing Arts Precinct and Convention Centre.
TP3 Cambridge / Durham Improvements	Network improvements adjacent to Avon River Precinct (speed reductions, safety and streetscape improvements, carriageway and kerbing renewals) to ensure streetscape enhancements are delivered to complement the Avon River Precinct, Provincial Chambers, Justice Precinct and private developments around the river and Retail Precinct.
TP4 Manchester Boulevard Public Transport Upgrades	Delivering bus priority transport network and superstop to support Bus Interchange and East Frame area. Includes amenity improvements alongside East Frame and Margaret Mahy Family Playground project.
TP5 Hagley / Moorhouse Intersection Improvements & associated works	Aligning strategic traffic movements onto the Avenues and new distributor street network, supporting traffic reductions in Health and Avon River Precincts. Improves separation of traffic and cycle network, with overall safety and efficiency enhancements.
TP6 Fitzgerald Ave Twin Bridges Enhancement Package	Aligning traffic volume onto the Avenues (the arterial routes) to provide network capacity / efficiency around the central city. This will assist with reducing strategic traffic volumes across the central city. Also supports the cycle / pedestrian and bus networks. (Confirmation of works for First Phase programme pending structural assessment of existing bridge structures and further engineering assessment of cycle / pedestrian underpass feasibility design).
TP7 Fitzgerald / Moorhouse Intersection Upgrade	Aligning traffic volume onto the Avenues (the arterial routes) to provide network capacity / efficiency around the central city. Will assist with reducing traffic volumes in the Core, supporting the cycle / pedestrian network, and increase central city liveability. (Now proposed to be deferred).
TP8 Kilmore Street Two-way Conversion	To convert street to full two-way operation to support PT network efficiency and development of the North Frame. Revised First Phase works designed to tie in with completion of 2014 SCIRT works and avoid later re - work. Later public realm enhancements and full 2 way conversion to be carried out in tandem with Salisbury Street conversion.

Revised Transport projects

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Project Name	Indicative Costs for Revised First Phase (rounded to nearest \$0.1m)	Recommended Status, and key changes from earlier First Phase Programme
TP1 – Oxford Tuam swap with Hospital superstop (funded separately)	\$9.3m	Continue. (Council has prior approved concept design engagement)
TP2 – Armagh / Colombo	\$4.6m	Continue
TP3 – Cambridge/Durham	\$13.6m	Continue. Re – framed scope of carriageway and kerblines renewals, footpath and cycleway treatments, with landscaping to complement adjacent Avon River Precinct works.
TP4 – Manchester Street with superstop (funded separately)	\$22m	This remains part of the 1 st Phase projects, however, no final decision on this project will be made until a final decision is reached on the future of the Majestic building.
TP5 – Hagley south	\$3.2	Continue. Subsequent works will enhance the public realm of Hagley Avenue.
TP6 – Fitzgerald Twin Bridges – Enhancement Package	\$6.6m	Retained pending CCC/SCIRT bridge structural assessments. AAC works would permit capacity enhancements to 3 lanes in each direction for Fitzgerald Ave, plus additional right turn lane southbound on eastern structure. Adds a new cycle / pedestrian underpass (subject to further detailed design assessment).
TP7 – Moorhouse/ Fitzgerald		Defer – ie removed from First Phase programme
TP8 – Kilmore two-way	\$0.1m	Interim lane marking and ducting to align with 2014 SCIRT work, in order to avoid later re – work. Defer full public realm enhancement project to deliver with Salisbury St one way pair conversion to full 2 way traffic operations
TP9 - Tuam conversion – Durham to Madras	\$4.5m	Add to programme
TP10 - Lichfield St – Manchester to Oxford	\$3.9m	Add to programme
TP11 - Colombo St – Hereford to St. Asaph	\$3.8m	Add to programme
Establish 30 km/hr speed environment, early works	\$0.4m	Do early work implementation as funds allow (remaining budget up to \$72m funding envelope)
TOTAL Cost of First Phase	\$72m (+ \$4m super-stops)	

27. 2014 ELLERSLIE INTERNATIONAL FLOWER SHOW REVIEW

		Contact	Contact Details
Executive Leadership Team Member responsible:	Acting General Manager Community Services		
Officer responsible:	Marketing and Events Unit Manager	Y	Richard Stokes ph 9418587
Author:	Marketing and Events Unit Manager		

1. PURPOSE AND ORIGIN OF REPORT

1.1 The following resolution was adopted by Council at its meeting of 29 August 2013.

1.1.1 Council staff negotiate a one year Supply of Services Agreement for the management of the 2014 Show. This Agreement will preserve the existing rights of the Parties to the initial Supply of Services Agreement, with the right of renewal for a five year term moving back a year, to after the delivery of the 2014 Show.

1.1.2 Council staff present a full review to the Council, including recommendations for the long term success of the Show in Christchurch, within ten weeks following the completion of the 2014 Show.

1.2 This report provides review information for the 2014 Ellerslie International Flower Show (EIFS).

2. EXECUTIVE SUMMARY

2.1 The 2014 EIFS demonstrated the level of content that must be delivered to meet the expectations of the audience for an international standard garden show befitting of the Garden City of New Zealand. The Show delivered to its promise of more gardens than ever before and clearly met expectations in other areas of its service delivery to achieve a 94 per cent satisfaction level and an 84 per cent 'intention to return' level. However, with attendance numbers for the three years the Show has been delivered after the 2011 earthquakes remaining approximately 10,000 lower than the 2010 Show, and a substantial decrease in sponsorship support for the 2013 and 2014 Shows, the EIFS has operated at a substantial financial deficit in 2013 and 2014.

2.2 The 2014 Show achieved:

- Overall audience satisfaction of 94 per cent, exceeding the target of 80 per cent and up from 45 per cent in 2013 (Opinions Research)
- 84 per cent of attendees said they are 'likely to return', up from 56 per cent in 2013
- Total attendance of 45,500
- 15 per cent of attendees from outside of Canterbury (26 per cent in 2010)
- Economic impact was not measured, but comparison of other research data would indicate economic benefit (new money) to the City in 2014 of \$4.4 million
- Media coverage increased by 35 per cent with 740+ media articles including 48 television items
- Sixteen major exhibition gardens delivered. In addition total garden content was significantly up with growth in Floral Art and the addition of School gardens.
- Connection with the community was enhanced through the introduction of the 'schools category' with eight primary schools entering and receiving glowing praise from judges, media and attendees
- The site layout was changed creating improved sight lines from exhibition garden to exhibition garden.
- Events dates brought forward one week
- Retail sites did not attract the criticism of 2013. The increase in garden content at the Show had addressed the imbalance that was evident in 2013.

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- 2.3 To address the issues of the 2013 Show additional spend of \$170,000 was invested in major exhibition garden content. Due to uncertainty about the longevity and future of the event, sponsorship continued to decline and was \$160,000 lower than in 2013. This additional \$330,000, plus lower than budgeted Show income from corporate village, food and beverage and programmes (attendees have spent less on these at the Show than in 2013), has led to a projected financial deficit of \$516,000.

3. BACKGROUND

- 3.1 In 2007 the Council adopted a new ten-year Events Strategy for Christchurch. In line with a key goal of the strategy - to establish a second 'icon' event for the city - the Council purchased the EIFS with an objective to deliver 'the premier garden festival in New Zealand to proclaim and reinforce Christchurch as the "Garden City". The event aimed to attract a significant number of visitors, attract a strong national and international profile and create a 'city-wide' festival.

- 3.2 An integral part of the purchase was to contract the existing management company to establish and deliver the Show in Christchurch. This ensured that we could transition the Show to Christchurch with established sponsorship relationships in place, key management personnel with contacts in the gardening industry, and knowledge of running an international standard garden / flower event.

3.3 Show Performance

- 3.3.1 **2009:** The first EIFS in Christchurch generated huge interest because of the move of the Show to Christchurch. Exhibition gardens were plentiful and of a high international standard. In some ways the Show was too popular which led to issues with queuing at major exhibits which affected the experience of Show goers. Attendance was 75,000. Audience satisfaction was 75 per cent with most comment about queuing for too long at exhibits and for food. Financial performance was a surplus of \$225,000 after covering the cost of the 'Ellerslie Experience' exhibit in the Botanic Gardens in 2008 (approximately \$100,000) and establishing the new 'Ellerslie flower' identity for the brand in Christchurch. Economic impact (new money into Christchurch) was measured at \$19.69 million (IER Pty Ltd).
- 3.3.2 **2010:** The second Show also delivered high quality, international standard gardens and in combination with an elimination of the queuing issues from 2009, the Show received positive feedback through research and garden industry comment. Attendance was 55,000, which was the projected level for attendance in Christchurch at time of purchase of the Show. Audience satisfaction was 85 per cent. Financial performance was a deficit of \$88,000, mainly due to costs in addressing operational management of large crowds and queuing to ensure it did not impact on audience satisfaction. After two years of delivering the Show, it had reserves of \$137,000 (a profit in year one and a loss in year two). Economic impact was measured at \$12.31m (IER Pty Ltd).
- 3.3.3 **2011:** With the positive reaction to the 2010 Show it had a base to establish its reputation as an international standard garden show in the Garden City of New Zealand. It was moving toward 2011 with good exhibitor support and confidence that it would be a high quality event. The Council and NZ Major Events undertook an Opportunity Assessment report to evaluate concepts for international development and connections for the Show. However, the earthquake of 22 February 2011 led to the cancellation of the 2011 Show. Instead, the site with its marquee infrastructure housed an emergency shelter on the night of 22 February, providing shelter for hundreds of visitors to Christchurch displaced from their hotel accommodation in central Christchurch.

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- 3.3.4 **2012:** Following the earthquakes, the Council received Government support to establish the Christchurch Events Village as a venue to keep event activity happening in the city. The focus was on delivering all the events we could because so many other options for recreation or 'time out' from everyday life in Christchurch had been taken away. The Show faced challenges to be successfully delivered with over 40 businesses that had exhibited at the 2010 show out of business after earthquakes and visitor numbers to Christchurch down due to a lack of accommodation and willingness to visit the City. This was countered by sponsorship support holding up plus the introduction of a 'presenting rights' sponsor, meaning that the Show had sponsorship revenue at a level that provided confidence that shortfalls from retail and attendance revenue could be offset.
- 3.3.5 The 2012 Show was delivered, with attendance at a lower level of 45,000. Audience satisfaction was not measured but the Show received positive reviews and international recognition from the Canadian Garden Tourism Award for 'International Garden Tourism Event of the Year'. Financial performance was a near break-even result (a loss of \$2,000). After three years of delivering the Show, it had reserves of \$135,000. Economic impact was not measured. It was estimated at \$2 million. The Show helped with the message to external audiences that the City was still open for business and able to provide experiences worth visiting. Examples of this were the coverage of the Show by Australia's Channel Nine Garden Gurus programme and magazine and the connections made through the EIFS that brought Ngāi Tahu and the Moselle Conseil Generals Office together for the creation and installation of the first Māori garden in France, Te Pūtaka, (inspired by Ngāi Tahu culture and traditions) at the world renowned Moselle Conseil General Fruit Gardens in Laquenexy, Moselle, North Eastern France.
- 3.3.6 **2013:** During planning for the 2013 Show, two major sponsors did not renew their agreements. Some smaller sponsors were obtained, but the Show was not able to reach the sponsorship levels of 2012. Additionally, the Show still faced a difficult retail exhibitor market with a lower level of interest in coming to Christchurch from those in the North Island and the effort for many Christchurch based businesses was too much - it was clear that the effort of being at the EIFS was a step too far for some businesses that had many other issues to deal with after earthquakes. It was the same situation for garden exhibitors / designers with numbers lower as, for some, the effort that went into supporting Christchurch and being at the 2012 Show couldn't be sustained in 2013. There were eight major exhibition gardens at the Show. Plans to minimise the impact of this were put in place with Edible Ellerslie introduced and the inclusion of Weta Workshop content in the main feature garden. With sponsorship and retail revenue down an increase in attendance and Show revenue was required for the 2013 Show to be financially successful.
- 3.3.7 Attendance tracked on par with 2012 prior to the Show but the two crucial days for attendance, the Saturday and Sunday, were hit by a significant decline in full price 'on the day' ticket sales following media comment criticising the number of gardens and other elements of the Show's delivery. Audience research confirmed that the Show did not deliver the quantity of exhibition gardens expected and, with audience satisfaction dropping to 45 per cent. For the 2013 Show attendance was 44,600; audience satisfaction at 45 per cent and financial performance at a deficit of \$325,000. After four years of delivering the Show it had an operating deficit of \$190,000. Economic impact was measured at \$5.5 million (IER Pty Ltd)

3.4 **2014 Review:**

- 3.4.1 The 29 August 2013 Council report outlined actions to be taken to address issues identified with the 2013 Show, with targets set for the performance of the 2014 Show. These were:
- **Funding and sponsorship**
To attract more sponsorship we need to be operating with positive messaging about the importance of the Show to Christchurch and Council's support for it.

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- **Budget priority on Exhibition gardens**
Re-organising the Show budget to invest more in major exhibition gardens and eliminate the risk of not delivering the necessary level of exhibition garden content. At the start of annual business planning for the event, Council staff would set the targets for the number of exhibition gardens (10 metres x 10 metres minimum size gardens) and the level of grants to exhibitors.
- **Governance**
The Show budget to be monitored monthly by the governance group, with a full annual review following each completed Show, with a view to the event returning to a financial surplus when accommodation within the City provides for a wider visitor audience for the Show.
- **Event Dates**
Move the event dates forward one week to 26 February - 2 March 2014 to assist with the quality of plants, plus it will work better for the Christchurch audience, which given the shortage of accommodation, is our main focus.
- **Advisory Group**
Introduce an Advisory Group into the governance of the event. This would be a horticulture / garden industry group of 4 people, who would meet with the Council and Ellerslie Flower Show Management every two months to provide input and advice for Show planning.
- **Increasing support for the show in Christchurch and Canterbury**
The management company to employ a Christchurch based Development Manager focussing on relationship/stakeholder management for the event. This person must fully integrate themselves through the Christchurch horticultural and retail industries.
- **Draw-card activity**
The Community, Recreation and Culture committee requested that Council staff investigate opportunities for obtaining a 'draw card, showcase' event to attract visitors to the Show in 2014. Included in the request was to look at Jenny Gillies being part of the Show.

3.4.2 Of the changes indicated above two did not fully occur. These were:

- **Positive messaging to support sponsorship and funding activity:**
Comment after the report to the Council in August painted an uncertain future for the Show and media reported the one year variation to the management contract as being a 'last chance' for the Show. This led to further sponsorship issues with continued push back in sponsorship approaches and loss of some smaller sponsors.
- **Advisory group:**
Due to the delays in reporting to the Council, which did not happen until August 2013, actions had to be taken in preparation for the Show so that messaging could immediately start to try and turn around the negative perceptions about the Show – we had to immediately confirm 16 major exhibition gardens and introduce the schools garden competition so that a message of “more exhibition gardens than in the history of Ellerslie” could be in the market and consistently used. This was prioritised, with the formation of an Advisory Group occurring late and used as a 'review' mechanism of what was in place.

3.4.3 All other actions recommended to the Council were implemented and led to a significant lift in the content and delivery of the Show.

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3.4.4 **2014 Show performance**

The 2014 Show was held from 26 Feb - 2 March. Media coverage of the Show in the build up referenced the 2013 Show performance and that it was 'last chance for Ellerslie, and then moved to positive reviews and coverage during the Show. The promises made about content of the Show were delivered:

- Sixteen major exhibition gardens. In addition total garden content was significantly up with growth in Floral Art and the addition of School gardens.
- Connection with the community was enhanced through the introduction of the 'schools category' with eight primary schools entering and receiving glowing praise from judges, media and attendees.
- Five live shows per day of Jenny Gillies 'Naughty by Nature', delighting audiences and adding to the satisfaction of attendees.
- The site layout was changed creating improved sight lines from exhibition garden to exhibition garden.
- The change in event dates may not have seemed a big deal until the following week when the Show Site was flooded.
- Retail sites did not attract the criticism of 2013. The increase in garden content at the Show had addressed the imbalance that was evident in 2013.

3.4.5 **Positive response to the 2014 Show**

The 2014 Show received positive media reviews locally, nationally and internationally. Both the Council and the Show's management have received many unsolicited emails and messages praising and supporting the show. We have had many approaches from schools wanting to be a part of the schools garden category in 2015 and Christchurch and Canterbury Tourism have had requests to confirm the 2015 dates so that tour groups can book in for the Show. The attendance and audience satisfaction measures were:

- Overall audience satisfaction of 94 per cent, exceeding the target of 80 per cent and up from 45 per cent in 2013. (Opinions Research)
- 84 per cent of attendees said they are 'likely to return', up from 56 per cent in 2013
- Total attendance was 45,500. Most disappointing was the Sunday attendance level. We need to assess the impact of other event activity on offer, including numbers of Christchurch attendees to Bruce Springsteen in Auckland.
- 15 per cent of attendees were from outside of Canterbury (26 per cent in 2010)
- Economic impact was not measured, but comparison of other research data would indicate economic benefit (new money) to the city in 2014 of \$4.4 million.

3.4.6 **Media Coverage**

There was a 35 per cent increase on media coverage on last year. This included:

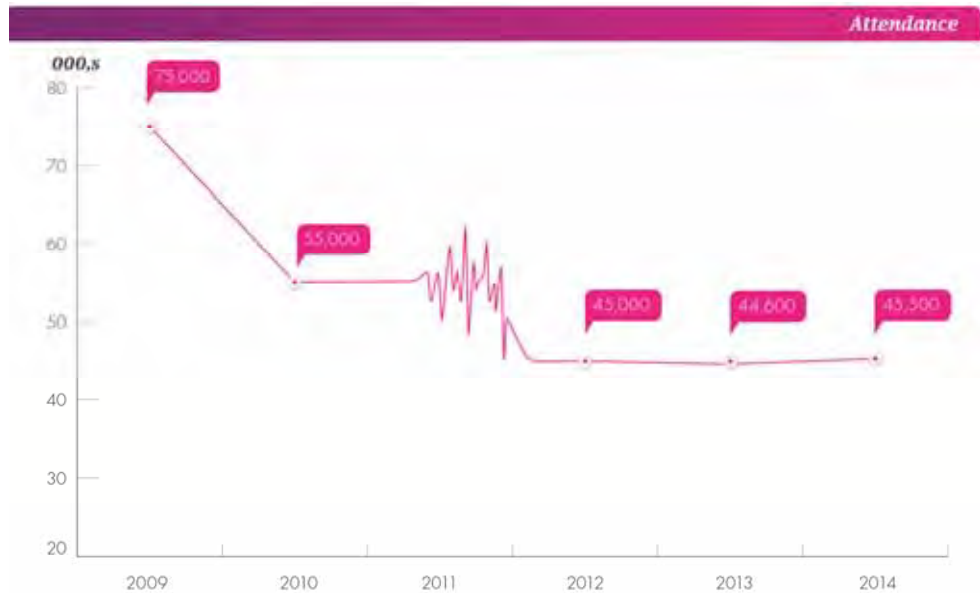
- 740+ media articles across print, radio, magazines and television
- 90 per cent of newspaper stories had images to accompany them
- National television coverage of 48 items included:
 - TV ONE News covered the pre-show preparation twice and the Show twice
 - TV ONE Breakfast: two live crosses
 - TV ONE Good Morning: two live crosses
 - TV ONE Seven Sharp: two live crosses
 - TV3 Campbell Live: preview story
 - TV3 News: two live crosses
 - TV3 Firstline: one live cross
- EIFS Facebook followers now at 9100

27 Cont'd

3.4.7 The following graphs indicate trends in the Show's performance:

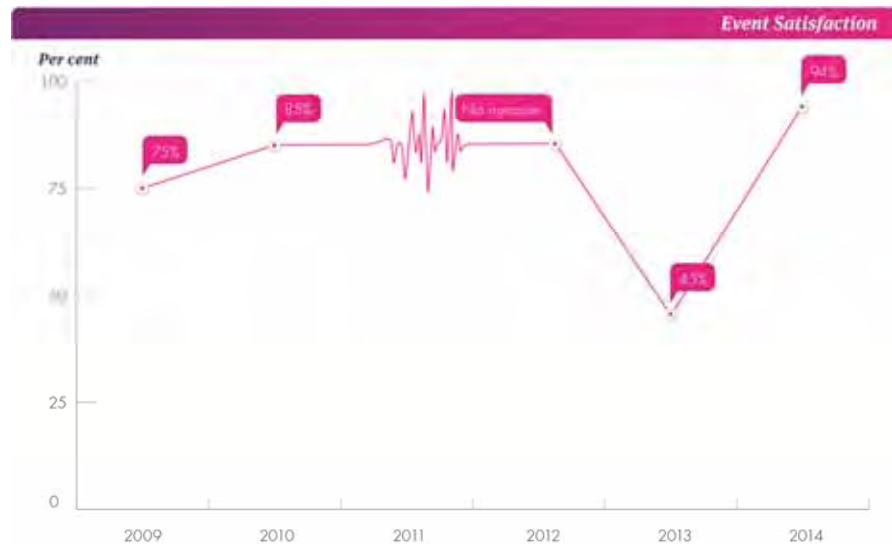
Attendance

Attendance has dropped by 10,000 following the earthquakes. With positive reviews and word of mouth it was disappointing that 2014 did not achieve a higher level.



Event satisfaction

Very high satisfaction level of 94 per cent achieved in 2014 - the show delivered on its promise of more gardens than ever before.



Economic Impact

Over five shows, total economic impact generated by the Show is \$41.1m

27 Cont'd



3.4.8 Financial performance

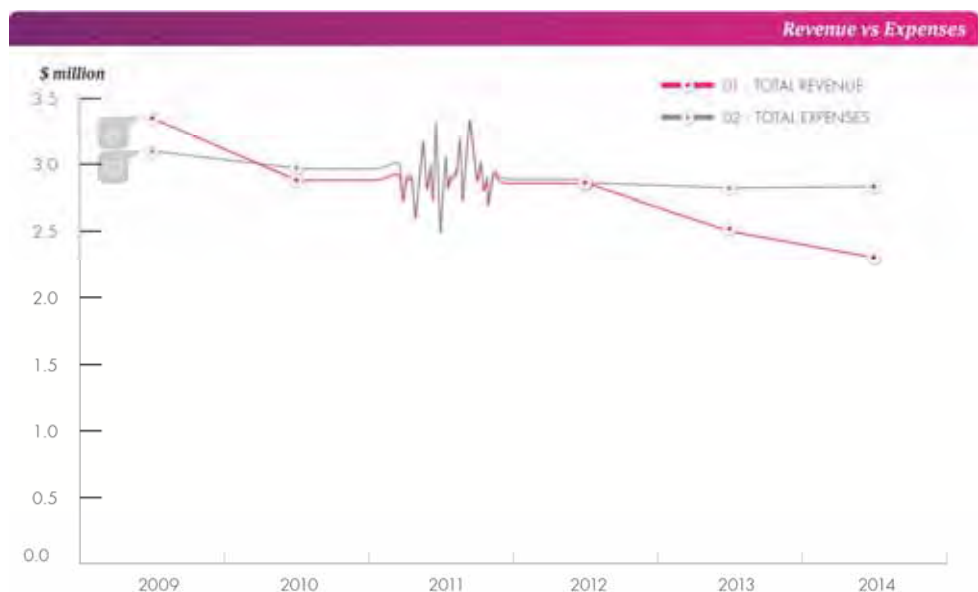
To address the issues of the 2013 Show additional spend of \$170,000 was invested in major exhibition garden content. Due to uncertainty about the longevity and future of the event, sponsorship continued to decline and was \$160,000 lower than in 2013. This additional \$330,000, plus lower than budgeted Show income from corporate village, food and beverage and programmes (attendees have spent less on these at the Show than in 2013), has led to a projected financial deficit of \$516,000.

The following graphs highlight the key issues with financial performance of the Show.

Revenue v Expenses.

There has been a slight reduction in expenditure through 2012, 2013, and 2014 as the Show's management looked for savings to offset expected declines in revenue.

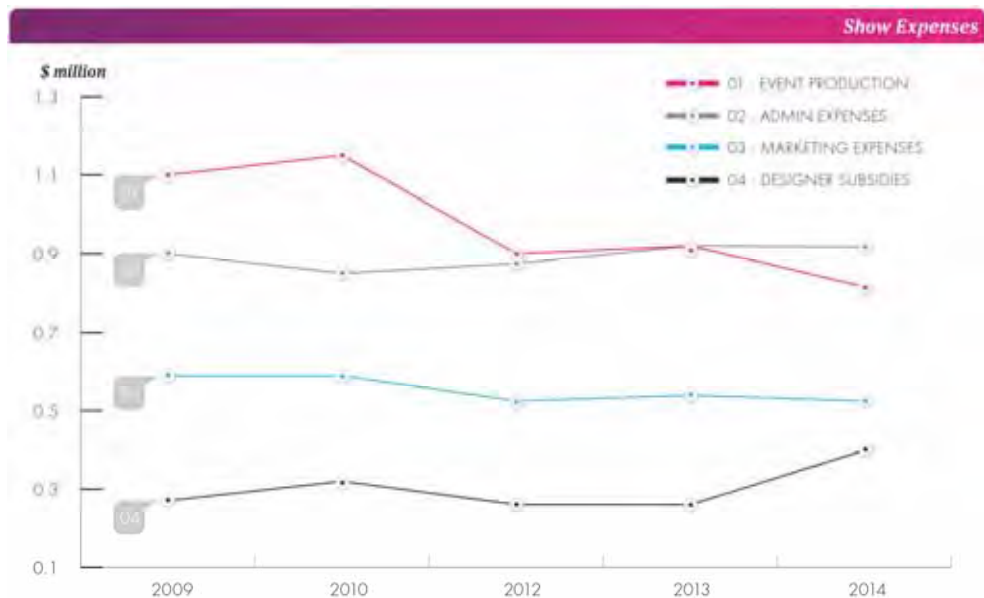
The Show has experienced a drop in revenue from 2012 to 2014. The main contributor to this is a decline in sponsorship, with the loss of four major sponsors for the 2013 and 2014 Shows. Some smaller sponsors have been secured during this period but this has not been able to offset the loss of four major level sponsors.



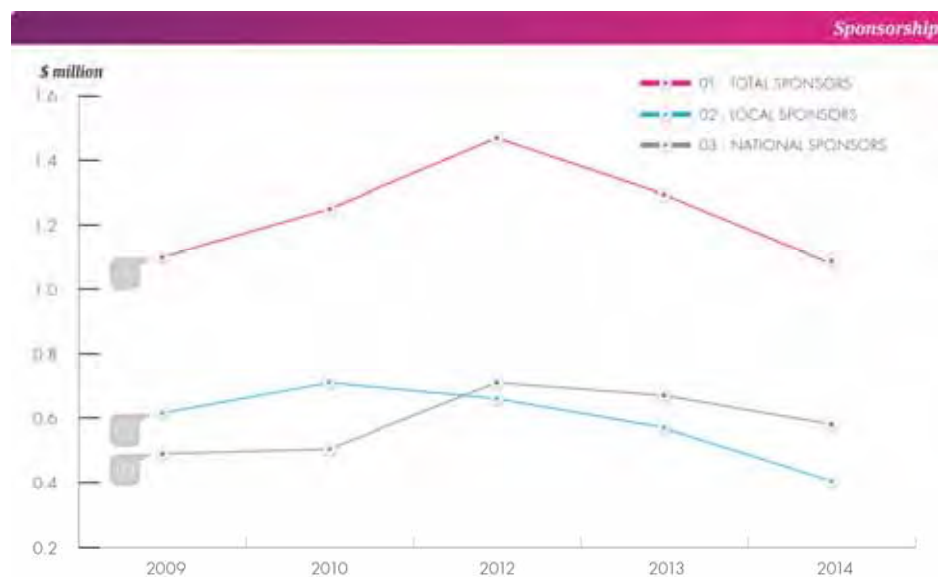
27 Cont'd

Show expenses

There has been a decrease in event production costs from 2013 to 2014 as efforts were made to reduce costs to allow for the increase in support for major exhibition garden exhibitors / designers to ensure we delivered a minimum of ten major exhibition gardens.

**Sponsorship**

In 2012 there was good support for Christchurch and the Show. Additionally, the Show obtained a 'presenting rights' sponsor in 2012 which provided confidence for it to be delivered successfully. The decline across 2013 and 2014 is more pronounced for local (Christchurch based) sponsorship. The level of decline is greater for cash sponsors in comparison to 'contra' sponsors.

**Ticket sales income**

While attendance has been relatively level through 2012, 2013 and 2014, ticket sales income varies depending on the mix of tickets sold.

27 Cont'd



4. COMMENT

4.1 Christchurch Events Strategy direction

The EIFS was purchased at a time when both the Christchurch Events Strategy 2007-17 and the Christchurch Visitor Strategy were aligned in support of the identity of Christchurch as the Garden City. We are now at a different time, with a City moving into a period of transition and rebuild into a 'new' City. The Share an Idea consultation had a strong theme of preserving and enhancing the natural environment of Christchurch and Canterbury which has led to developments such as Te Papa Ōtākaro / Avon River Precinct and the green frame in the plan for our City's future. Our Botanic Gardens, Hagley Park and other green spaces have helped carry the city through the last three years and the goal for Christchurch to have an 'icon' event which reinforces Christchurch as the Garden City, promoting our natural environment, attracting a significant number of visitors, a strong national and international profile and creating a 'city-wide' festival appears to be as strong as ever. At issue is how the Show navigates the next few years while the City recovers its position as a visitor destination.

4.2 Tourism / Visitor markets impact

4.2.1 Research on the 2014 Show indicates that 15 per cent of attendees are from outside of Canterbury (26 per cent in 2009). This equates to 6825 visitors to Christchurch for the Festival. This is significantly down on pre-earthquake levels, with the 2010 show attracting 19582 visitors.

4.2.2 Tim Hunter, CEO Christchurch and Canterbury Tourism, has provided the following comment.

Of all the events that directly generate new visitors to Christchurch City the two most effective are the Ellerslie Flower Show and NZ Cup & Show Week. Whilst Cup and Show Week predominantly draws in a vast number of Cantabrians the catchment for the Ellerslie Flower Show is far broader and the anecdotal evidence is that garden enthusiasts from all over New Zealand embrace this event and visit Christchurch specifically because of this event. As February is also a peak travel month for international visitors to Christchurch, the Ellerslie Flower Show provides another unique and inspiring attraction in a city that is in need of both new attractions and major events. Given the current weakness of the domestic leisure market to Christchurch City it would be a significant loss to the tourism sector to lose the Ellerslie Flower Show. This is one of the few major events that is both unique to Christchurch and has national pulling power. In this context we ask Councillors to consider the tourism sector benefits alongside the enjoyment that the event clearly brings to many residents of Christchurch."

27 Cont'd

4.3 **Economic impact**

4.3.1 The Christchurch Events Strategy 2007-17 set a goal to establish icon events in the four seasons of the year. These events would have the ability to attract economic impact of \$10 million and at least 10,000 visitor days to Christchurch. These levels were achieved by the EIFS in 2009 and 2010, but a very different environment in Christchurch after earthquakes with a reduction in accommodation for visitors and changed attitudes toward visiting Christchurch has contributed to a decline in visitor market attendees to the Show. It is unlikely that the Show will return to pre-earthquake levels in the next 3-5 years while the city's visitor industry recovers.

The economic impact research has been undertaken by independent research companies IER Pty Ltd (Melbourne) and Opinions Research (Christchurch).

Over five Shows, total economic impact generated by the EIFS is \$41.1 million.

4.4 **Charitable / Community aspects of the Show**

EIFS has donated over \$450,000 to Charities, Clubs and Societies in the Christchurch Region since 2009. This has been in the form of grants to not for profit clubs and societies to exhibit at the Show and donations to charitable organisations that have provided volunteers to the Show. Contents from 22 gardens have been donated to the Christchurch region including to Cholmondeley House, Wharenui Primary School, several Greening the Rubble areas, and the Christchurch Botanic Gardens. Thousands of plants have been donated to local community projects. Over 30,000 packets of seeds have been donated to show visitors and local schools

4.5 **Funding and sponsorship**

4.5.1 Other icon events, under the categorisation of the Christchurch Events Strategy, receive annual funding from the Council to invest in the delivery and marketing of the event. NZ Cup and Show Week - the most successful festival in terms of attracting economic impact for Christchurch - receives annual funding of \$350,000. NZ IceFest receives \$500,000 over two years for a bi-annual festival which supports Christchurch's connection with Antarctica and the international Antarctic research industry. The NZ Women's Golf Open receives \$450,000 annually. This funding for icon events is from the Capital Endowment Fund. Funding for 'major' events within our funding criteria includes \$450,000 over two years to the Christchurch Arts Festival for a bi-annual festival and \$230,000 per year to the World Buskers Festival for an annual festival. This funding support from Council provides confidence to other funders / sponsors. Additionally these festivals are able to budget for the use of this funding in delivering the festivals. This funding is not recovered from the festivals and therefore equates to a 'loss' to the Council.

4.5.2 The exception to this model of funding is the EIFS. It is an 'icon' event under the categories of the Christchurch Events Strategy but does not receive annual funding from the Council. It operates on a commercial basis, with the Council as owner, responsible for any losses that may occur in its operation. With the substantial operating deficits in 2013 and 2014 the EIFS now has an operating deficit of \$706,000 over the delivery of five annual Shows in Christchurch, an average of \$141,200 per annual Show.

4.5.3 The delivery of the Show has to adjust to the very different environment in Christchurch from when the Show was purchased. Until more accommodation becomes available and more visitors are willing to visit Christchurch, the Show will struggle to increase attendance levels. Sponsorship for all events has become more difficult over the last 12 months and this is likely to be the case as the City moves through transitional years of the rebuild. To attract more sponsorship we need to be operating with positive messaging about the importance of the Show to Christchurch and the Council's support for it. Currently, with an annual delivery cycle, the show is under pressure to make expenditure commitments before sponsorship is secured, which increases the financial risk.

27 Cont'd**5. FINANCIAL IMPLICATIONS**

- 5.1 Ellerslie International Flower Show was planned to be breakeven for the 2013/14 year and the draft Annual Plan 2014/15.
- 5.2 There have been no grants paid to the EIFS in the five years of delivering the Show in Christchurch
- 5.3 The 2014 draft loss of \$516,000 was included in the March 2014 Performance Report forecast under the Events and Festival Activity.

6. OPTIONS FOR THE FUTURE

- 6.1 The 2014 EIFS demonstrated the level of content that must be delivered to meet the expectations of the audience for an international standard garden show befitting the Garden City of New Zealand. The Show has operated at a substantial financial deficit in 2013 and 2014 and therefore changes must occur to reduce the financial risk if the Show is to continue.
- 6.2 Options to reduce the financial risk associated with delivery of the EIFS are presented in the Public Excluded section of the agenda due to confidentiality of information, including detail on sponsors and contractual agreements.

7. STAFF RECOMMENDATION

It is recommended that the Council receive the information in this report.



Ellerslie International Flower Show 2014 Event Satisfaction Market Research Report

Prepared for



20 March 2014
Reference: 4018



147 Papanui Road | Merivale | Christchurch | 8014
Tel 03 374 9794 | info@opinions.co.nz
www.opinions.co.nz | www.chchviewingstudio.co.nz

Christchurch
Viewing Studio
market research facility

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1 Introduction and Context

The first Ellerslie International Flower Show was held in the Auckland suburb of Ellerslie at the Ellerslie Racecourse in 1994. The members of The Rotary Club of Auckland wanted to establish a unique fundraiser to raise money for local charities so they decided to host an event modeled on the famous Chelsea Flower Show in England. Since 2009 it has been held in Christchurch in Hagley Park.

The number of show attendees continues to rise post-quake with the majority of patrons seeking out the latest in garden, flower and landscape inspiration. Today it is widely recognised as one of the most popular and respected garden shows throughout New Zealand.

This year was all about fun, colour, practical advice, home gardening and engaging with the younger generation. From *canstruction* to Jenny Gillies and the many renowned speakers it was no wonder that the vast majority of those who attended the show were impressed. This year we will report dramatic increases in satisfaction across many of the key elements and seek to feed back the wonderful and inspiring suggestions from those that attended.

2 Research Objectives

- ⌘ To understand the demographic profile of those who attended the event
- ⌘ To develop an understanding of visitor perception of the event
- ⌘ To measure the level of satisfaction with the event overall as well as determining the areas that could be improved.
- ⌘ To identify the key drivers behind visitor satisfaction
- ⌘ To measure the level of sponsor recall and recognition amongst attendees at the EIFS
- ⌘ To assess the likely level of advocacy and/or return visitation from attendees at the EIFS

3 Research Methodology

Our experienced teams of market researchers completed intercept interviews throughout the five days of the event. The process followed was consistent with previous years;

1. Intercept visitor and briefly explain the reason for asking them to participate in the research
2. Ask where the visitor normally resides and whether they would be happy to provide their email address
3. Explain that they will receive a survey by email in the coming days.

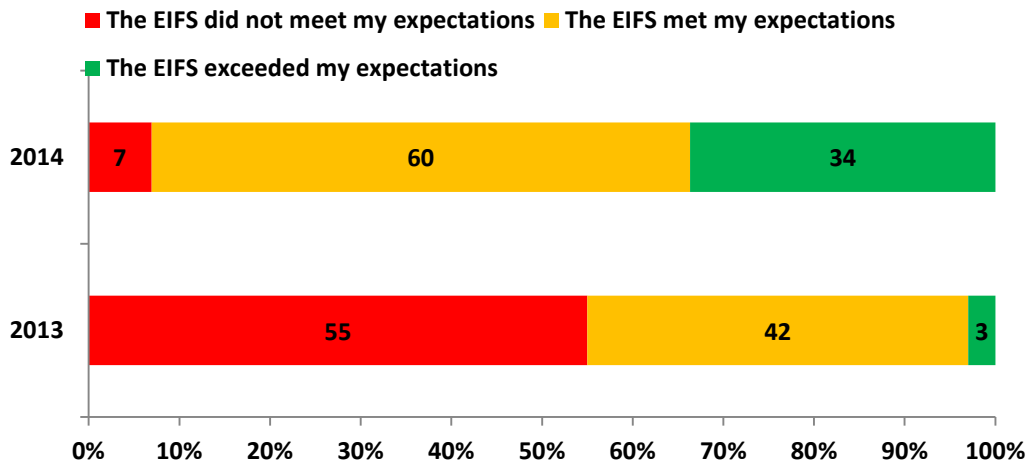
An email was dispersed to those who had given their prior consent at 9am each day following the event. Reminder emails were also sent at regular intervals to those who had not completed the survey. The survey remained open from the 26th February until the 18th March.

Over the course of the five days, research staff intercepted 1,904 individuals. Over half (59%) of those who provided their email addresses subsequently completed the full survey online, delivering a sample of 1,026 for this report.

Results	
Email addresses collected	1904
Successful mail outs	1778
Opted outs	27
Potential sample	1751
Surveys completed	1026
Response Rate	59%

4 Executive Summary

This year 94% of residents claimed the show had either met or exceeded their expectations compared with just 45% in 2013. A summary of other key findings are located in the table below.



Base: Total Sample; (2013: n=826) (2014 n=1,026)

Key Areas	Outcome 2013	Outcome 2014	Comments
Attendance Numbers	45,000	45,502	
Timing of Decision to attend	>a month before (59%)	> a month before (64%)	Planning to attend the EIFS at least a month in advance continues to be the trend.
Unprompted Sponsor Recall	45%	56%	Sponsorship recall has risen since last year.
Satisfaction with facilities	3.56	4.23	Satisfaction with the event facilities has improved vastly this year.
Satisfaction with the event site	3.30	4.41	Satisfaction with the event site has also improved.
Satisfaction with food and beverage options	3.32	3.99	Satisfaction with food and beverage while still relatively low is a marked improvement of the previous year.
Overall experience	3.56	4.38	Overall, visitors enjoyed the event much more this year.
Net Promoter Score	-47.77%	28%	Dramatic Improvement since last year, there are now many more promoters of the show than there are detractors.
Likelihood to return	56% (Likely)	84% (Likely)	Likelihood to attend has also dramatically increased representing a strong indicator of support for the show this year.

5 Main Findings

5.1 Demographic Profile

A total of 45,502 people attended this year's event compared with 45,000 last year, Female residents (87%), those aged 40-59 (53%), those living in Christchurch (63%) and those **without** dependent children (70%) made up the demographic profile of the typical visitor to the show in 2014.



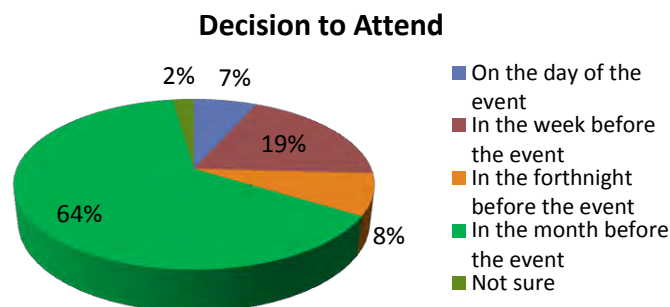
Characteristic	Category	Attendance 2014
Gender	Female	87%
	Male	13%
Age	15-24	5%
	25-39	14%
	40-59	53%
	60+	27%
Residence	Christchurch	63%
	Other Canterbury	19%
	South Island	9%
	North Island	6%
	Overseas	3%
Employment	Full time	38%
	Part time/Casual	23%
	Self- employed	15%
	Retired	14%
	Home Duties	5%
	Student	3
	Unemployed	2%
Household Composition	No dependent children	70%
	Dependent children under 5 years old	5%
	Dependent children aged 5-15	16%
	Dependent children aged over 15	9%
Household Income	Under \$20,000	4%
	\$20,000 - \$40,000	14%
	\$40,001 - \$60,000	15%
	\$60,001 - \$70,000	10%
	\$70,001 - \$100,000	16%
	\$100,001 - \$150,000	14%
	Greater than \$150,000	8%
	Prefer not to say	19%
Attendance Numbers	Total Attendees	45,502

The attendee profile above is based on a sample of the entire audience. It is worth noting that attendance by Christchurch residents continues to increase from 59% in 2009 to 63% this year. Attendance by NZ nationals has continued to decline from 19% last year to 15% this year.

5.2 Attendance Trends

5.2.1 Making the Decision to Attend

Consistent with previous years, planned attendance is common. Two thirds (64%) of visitors made the decision to attend the show a month beforehand while only 7% decided to attend the event spontaneously on the day. This reinforces the impact and benefits of the advertising and promotional efforts of the various marketing teams.



Two-thirds (66%) of south island tourists¹ and 69% of North Island tourists revealed that the EIFS was the main reason for visiting Christchurch. A quarter (25%) of international visitors identified the EIFS as the main reason for visiting Christchurch. This is considerably lower compared with the 2009 results whereby 58% of international tourists were aware of the EIFS prior to arriving in Christchurch.

Main Reason for Visiting Christchurch	Other Canterbury (n=192) %	Other South Island (n=95) %	North Island (n=65) %	Overseas (n=29*) %
The EIFS was the main reason for visiting Christchurch	62	66	69	21
The EIFS was one of the reasons for visiting Christchurch	16	28	25	38
I was not aware of the EIFS before my visit to Christchurch	23	5	6	41
I am a Christchurch resident	-	-	-	-

Base: Total Sample (n=1,062) * Caution small sample size

5.2.2 Previous Attendance in Christchurch

Respondents were asked if they had previously attended the EIFS in Christchurch – 30% of all respondents were novice attendees while 60% have visited between two and four times in the past and 10% have visited between five and six times. It was a first time visit for a large proportion of those coming from the North Island (72%).

More than three quarters (78%) of Christchurch residents who attended the event this year had attended the EIFS in Christchurch in the past, which demonstrates strong reoccurring trade. Repeat attendance from other parts of the South Island (49%) and especially from the north island (28%) is unfortunately quite weak and is certainly an area for concern.

Main Reason for Visiting Christchurch	Christchurch (n=675) %	Other Canterbury (n=192) %	Other South Island (n=95) %	North Island (n=65) %	Overseas (n=29*) %
First Visit	22	22	51	72	83
Visited 2-4 times	67	66	40	23	17
Visited 5-6 times	11	11	9	5	-

Base: Total Sample (n=1,062)

¹ Those from Canterbury AND other parts of the South Island

5.2.3 Main reason for attending the EIFS 2014

The table below summarises spontaneous reasons given for attending this year's EIFS. Unsurprisingly an interest in gardening and flowers was **spontaneously** mentioned by close to half of all visitors (47%). The social aspect of the show was mentioned by a quarter of those attending (25%). A full list of verbatim comments are located in the appendix.

Main Reason for attending EIFS 2014	% of responses
Interest in gardening/flowers	47
Day out with family/friends	25
General curiosity	13
It was recommended	8
Price/Free Ticket	7
Support for local events	5
Jenny Gillies Show	5
Other	3

Base: Total Sample (n=1,062)

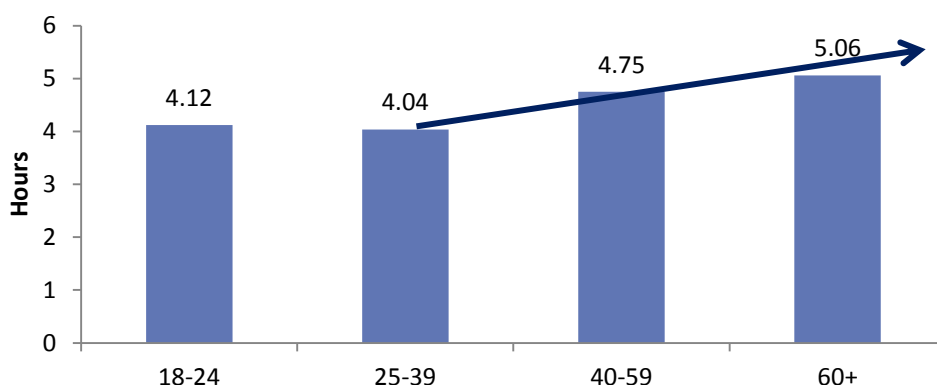


5.2.4 Average Hours Spent at the Event

The average time spent at the EIFS in 2014 across all demographic groups is 4.7 hours. This is slightly lower than the average time spent at the event in 2009² (5.2 hours)

Less than 1% of visitors spent less than an hour at the event, 21% spent between one and three hours, 38% spent between 3.01 hours and five hours while 39% spent more than 5.01 hours. More mature residents aged 60+ were most likely to stay the longest with the average patron aged over 60 spending 5.06 at this year's event.

Average Hours Spent at EIFS 2014



Base: Total Sample (n=1,602)

² No data exists for 2012 or 2013 at the time of writing this report

5.3.2 Sources of Awareness and Information

This year, the television (33%) was the primary initial source of Ellerslie International Flower Show awareness. Once the respondent had become aware of the event, the newspaper (51%), word of mouth (45%) and promotions across the city were common sources of information.

Characteristic	Source	% 2013 (n=850)	% 2014 (n=1,028)
Initial sources	Television	12	33
	Word of mouth	23	13
	Direct email advertising	5	16
	Saw an event site	1	11
	Promotions and advertising around the city	12	12
	Radio	3	3
	Had previously attended the event	8	2
	Newspaper	16	1
	Through a website	2	2
	Other	6	8
	I can't remember	6	-
Secondary sources	Newspaper	58	51
	Word of mouth	47	45
	Promotions and advertising around the city	43	42
	Radio	42	31
	Television	39	30
	Saw an event site	-	19
	Through a website	17	12
	Direct email advertising	11	9

5.4 Transportation

5.4.1 Attendee mode of transport and satisfaction³

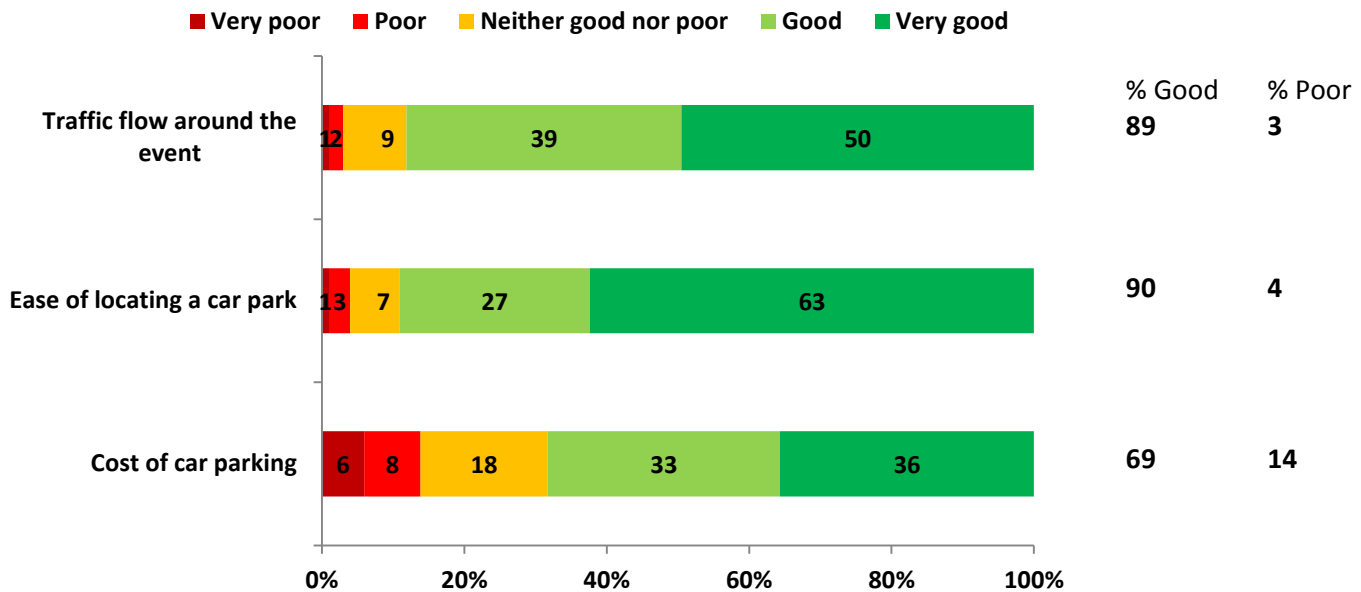
Consistent with previous years the majority of visitors (86%) travelled to the event by car either driving themselves or receiving a lift. 7% walked to the event, 3% used public transport, 2% cycled and less than 1% (n=5) used a taxi. Of those who drove to the event, 62% used the event car park, 16% used free off street parking, 3% used commercial off street parking while 2% used metered street parking. 6% of those who drove were dropped off by another person hence didn't park.



Those who drove, caught taxis and travelled with public transport were asked to rate different elements of their experience while travelling to the show. Overall, respondents who drove to the event were satisfied with the flow of traffic around the event with 89% describing it as either good or very good. The majority of visitors found it easy to locate a car park with only 4% of visitors displeased. The cost of car parking was rated relatively poorly with just 69% agreeing it was either good or very good.

³ Ratings for taxis and public transport elements **exclusively** have been excluded due to small sample sizes. (Those who used a taxi (n=5), those who used public transport (n=34). Refers to Q5c and Q5d in the questionnaire.

5.4.2 Overall Transport Ratings



Base: Those who travelled to the event by car, motorbike, taxi or bus (n= 919).

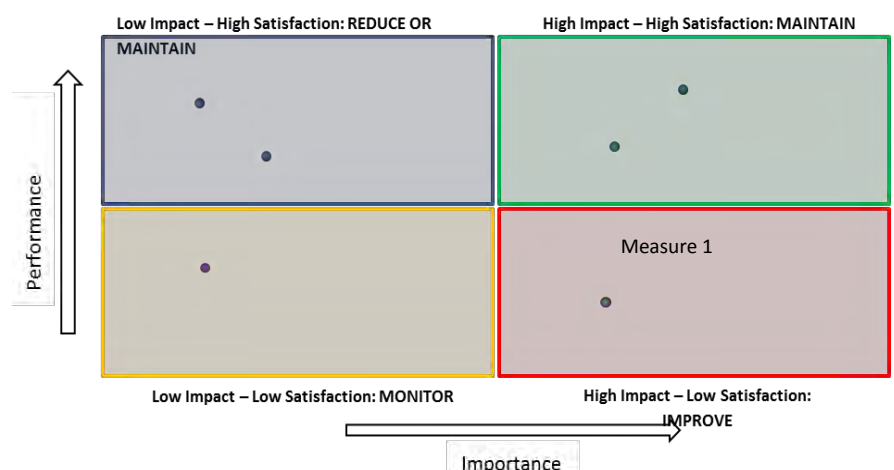
5.5 Visitor Experience and Satisfaction

In order to gain greater insight into how the event was experienced by visitors to the show, the research looks at four key areas:

- Facilities at the EIFS
- Event site
- Food and beverage options
- Overall experience

5.5.1 Key Driver Analysis – An explanation

Opinions Key Driver Analysis drills down into the heart of the data, looking at the links between how people answer questions to determine which factors have a significant impact on overall satisfaction. The outputs are presented graphically in a quadrant plot, giving an easy to interpret account of the findings and clear action points. In terms of applying these outputs, the measures further to the right of the chart have a higher importance to customers in relation to overall satisfaction; the measures towards the top of the chart are performing best. So, measure 1 is of high importance to the customer but their satisfaction levels with it are low, improving this measure would improve overall satisfaction.



The example chart clearly shows at a glance where resources should be focused in order to improve overall satisfaction, or where resources could be stabilized or reduced without significantly affecting overall customer satisfaction.

5.6 Facility Ratings

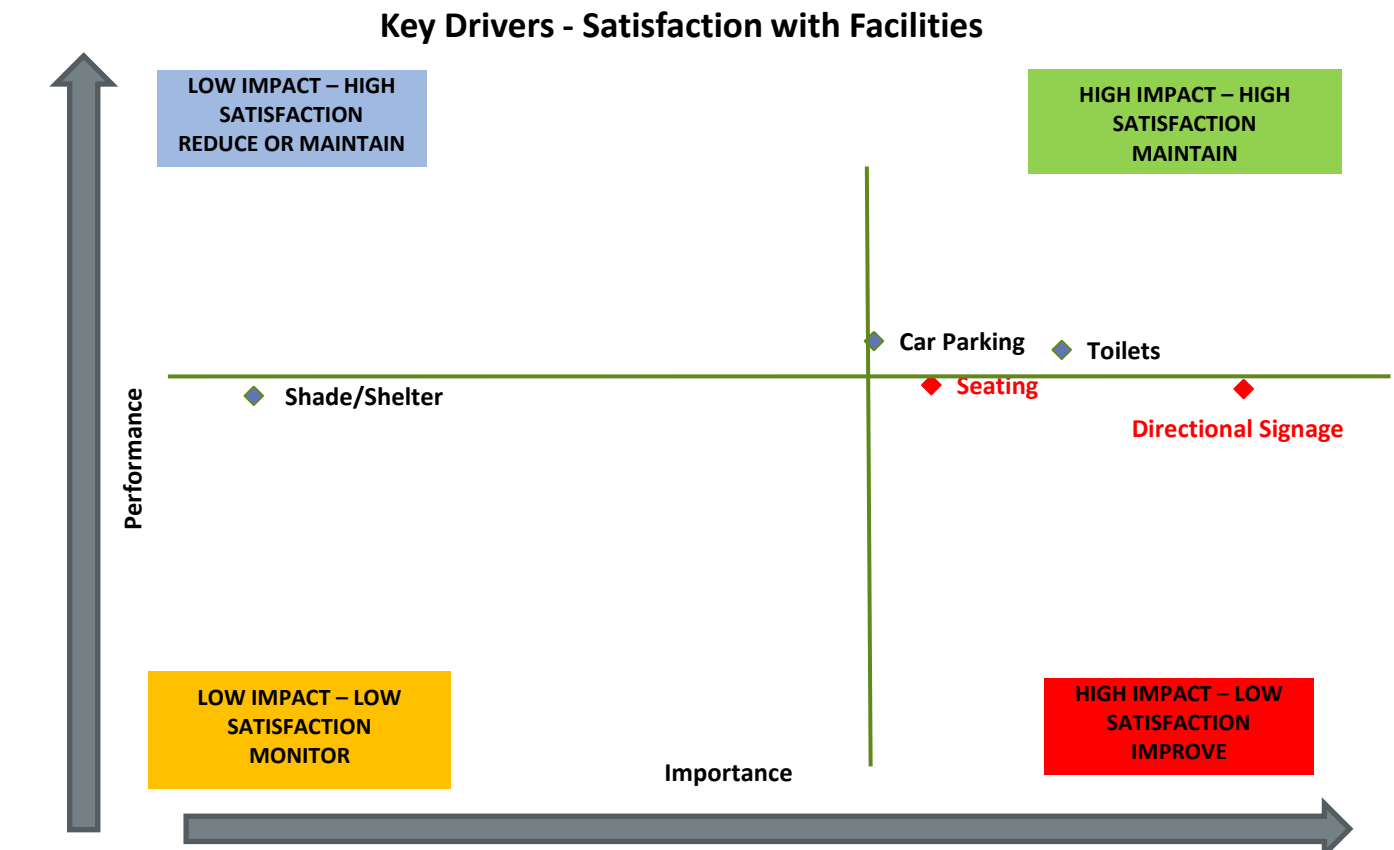
5.6.1 Key Drivers of Facility Satisfaction

The key drivers of satisfaction in relation to the event facilities are:

- ⑧ Directional signage
- ⑧ Toilets
- ⑧ Seating
- ⑧ Car parking

The most important facility for visitors is directional signage, which unfortunately received a relatively low performance rating. Increasing satisfaction in this area would significantly increase overall satisfaction with event facilities. Due to the high importance of car parking and toilets, it will be important to maintain a consistent standard in these areas.

It is important to note that while shade/shelter achieved a relatively low importance score, it is positively related to overall satisfaction, measures should be put in place to ensure at least a consistent standard is put in place for the next event.

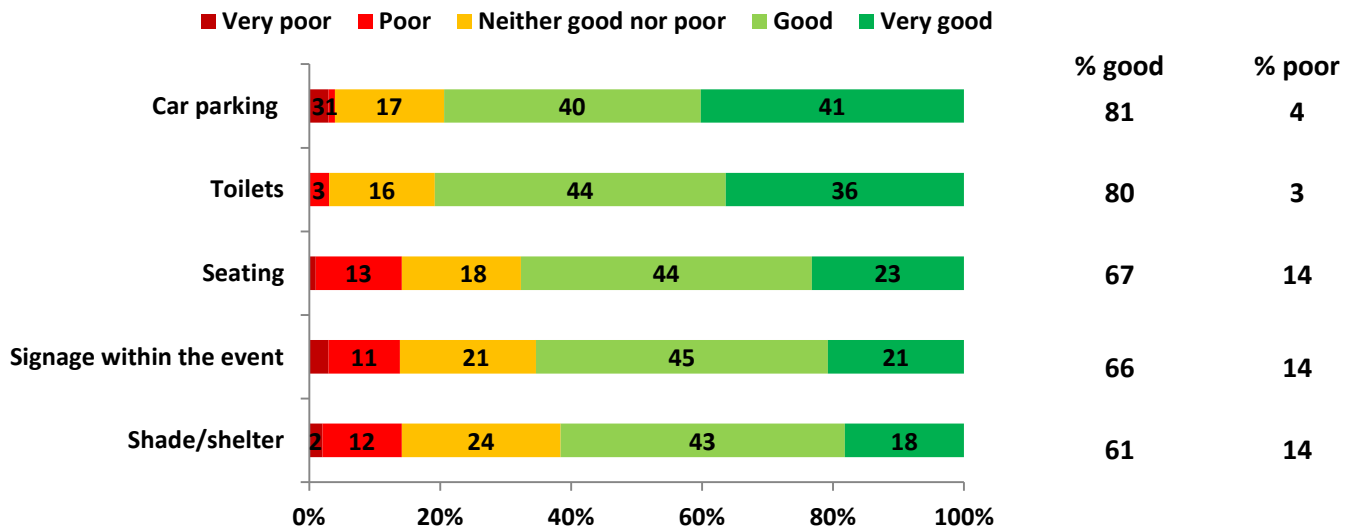


Base: Total sample (n=1,026)

5.6.2 Individual Facility Ratings

Five key facilities were measured in order to achieve a more in-depth understanding of what facilities are important to visitors and to offer suggestions for improvement. Car parking is rated the highest with the majority (81%) feeling it was either good or very good, this was followed by toilet facilities (80%). While shade/shelter received a relatively low rating (61%) it is not an area for concern due to its lower impact on overall satisfaction with event facilities.

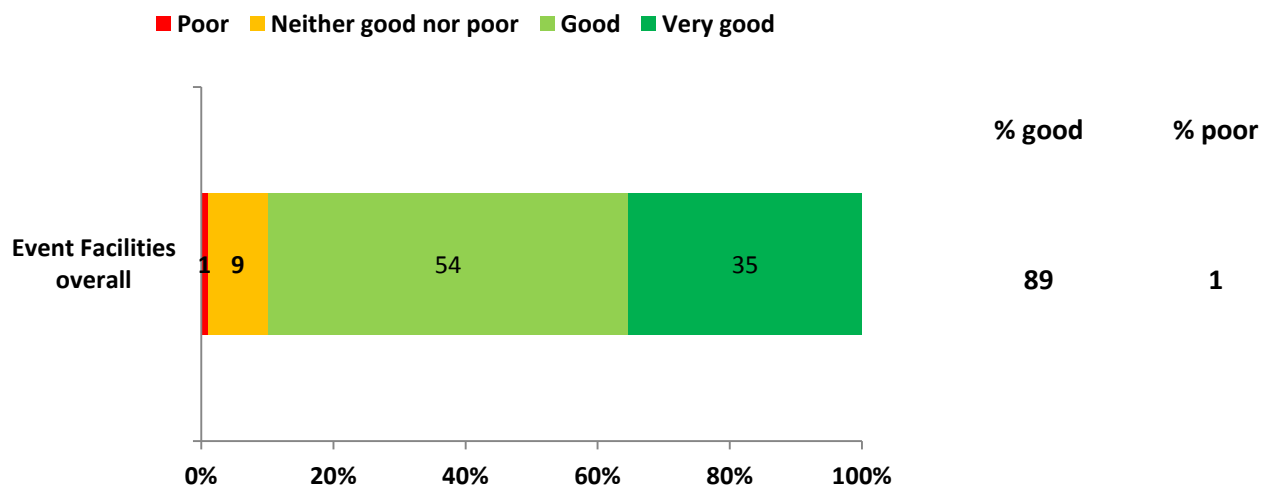
Ratings for Event Facilities



Base: Total Sample (n=1,026)

5.6.3 Overall Satisfaction with Facilities

The majority (89%) of visitors were satisfied with the event facilities overall.



Base: Total Sample (n=1,026)

5.6.4 Suggestions for improvements – Event Facilities

The table below summaries spontaneous comments made by visitors when asked if any improvements could be made to the existing facilities.

Suggestions for improvement	% response
More seating/shade	32
More signage	15
Better and more affordable food options	13
Free site map upon entry	8
Improve toilet facilities	6
More gardens/exhibitions	5
Better layout (Compact)	5
More garden retail	1
Free Drinking Water	1
Other	10
Everything was great/no suggestion for improvement	21

Base: Those who commented (n=667)

Top Three
Suggestions for
Improvement

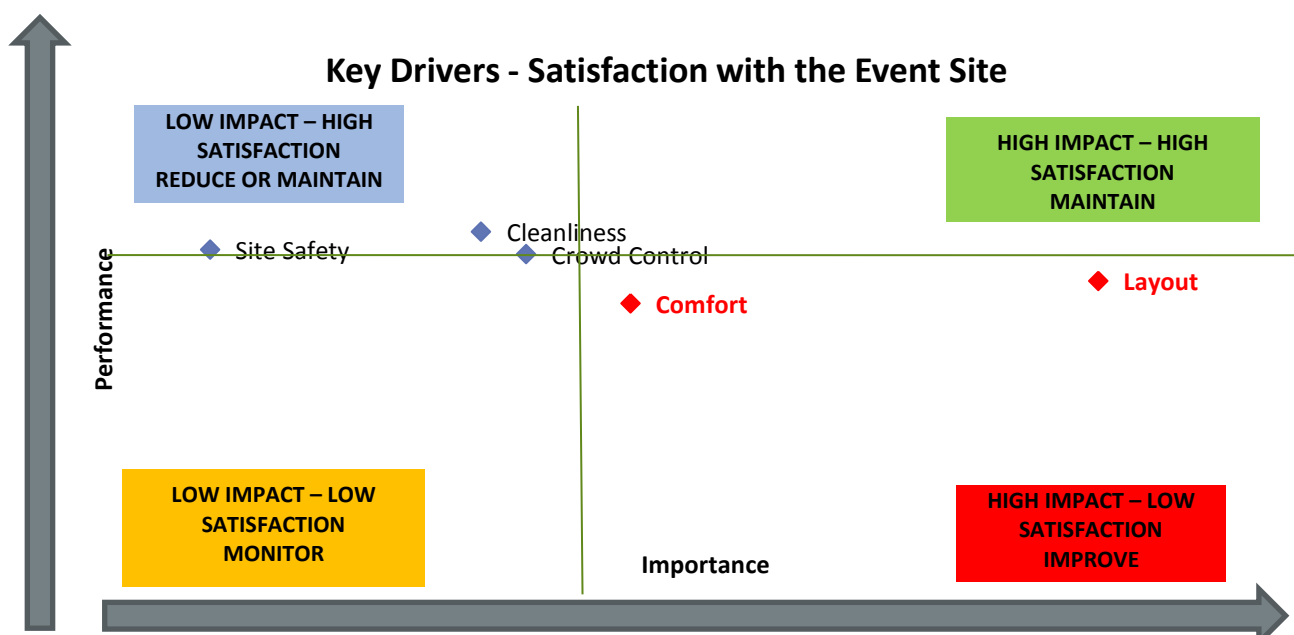
5.7 Key Drivers of Event Site Satisfaction

The key drivers in relation to satisfaction with the event site are:

- Layout
- Comfort

The most important element for visitors is layout, which unfortunately received a relatively low performance rating. Increasing satisfaction in this area would significantly increase overall satisfaction with the event site.

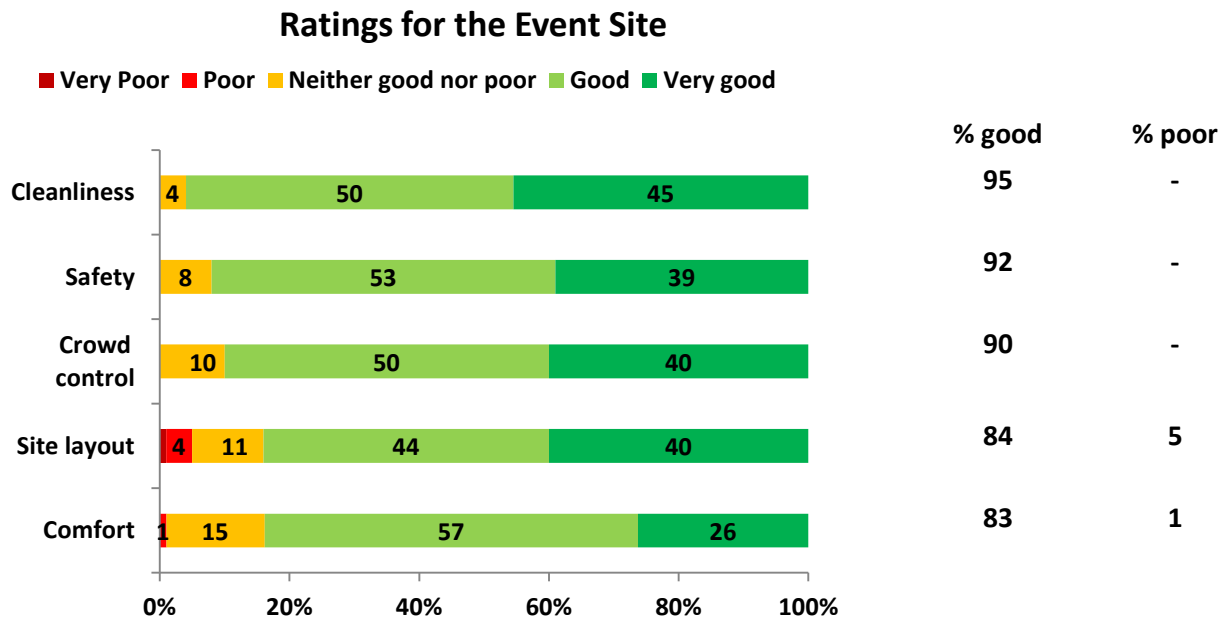
It is important to note that while site safety achieved a relatively low importance score, it is positively related to overall satisfaction; a consistent standard should at least be achieved.



Base: Total Sample (n=1,062)

5.7.1 Individual Ratings for the Event Site

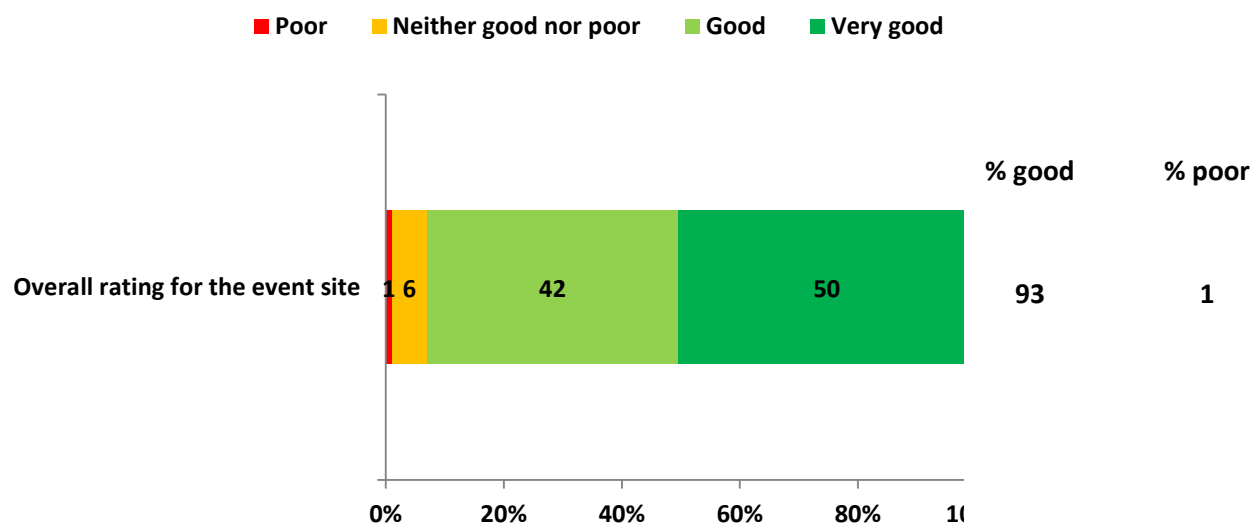
Satisfaction with five key elements were measured in order to achieve a more in-depth understanding of what factors are important to visitors in relation to the event site. Cleanliness is rated the highest with the majority (95%) feeling it was either good or very good, this was following by the site safety (92%).



Base: Total Sample (n=1,026)

5.7.2 Overall Satisfaction with the Event Site

Visitor satisfaction with the event site was overwhelmingly positive with 93% agreeing it was either good or very good.



Base: Total sample (n=1,026)

5.7.3 Suggestions for Improvement to the Event Site

The table below summaries the spontaneously comments made by visitors when asked what could improve the event site.

Suggestions for improvement	% response
Better layout (Compact)	14
More signage	11
Free site map upon entry	11
Other	18
Everything was good/no suggestion for improvement	50

Base: Those who provided a suggestion (n=532)

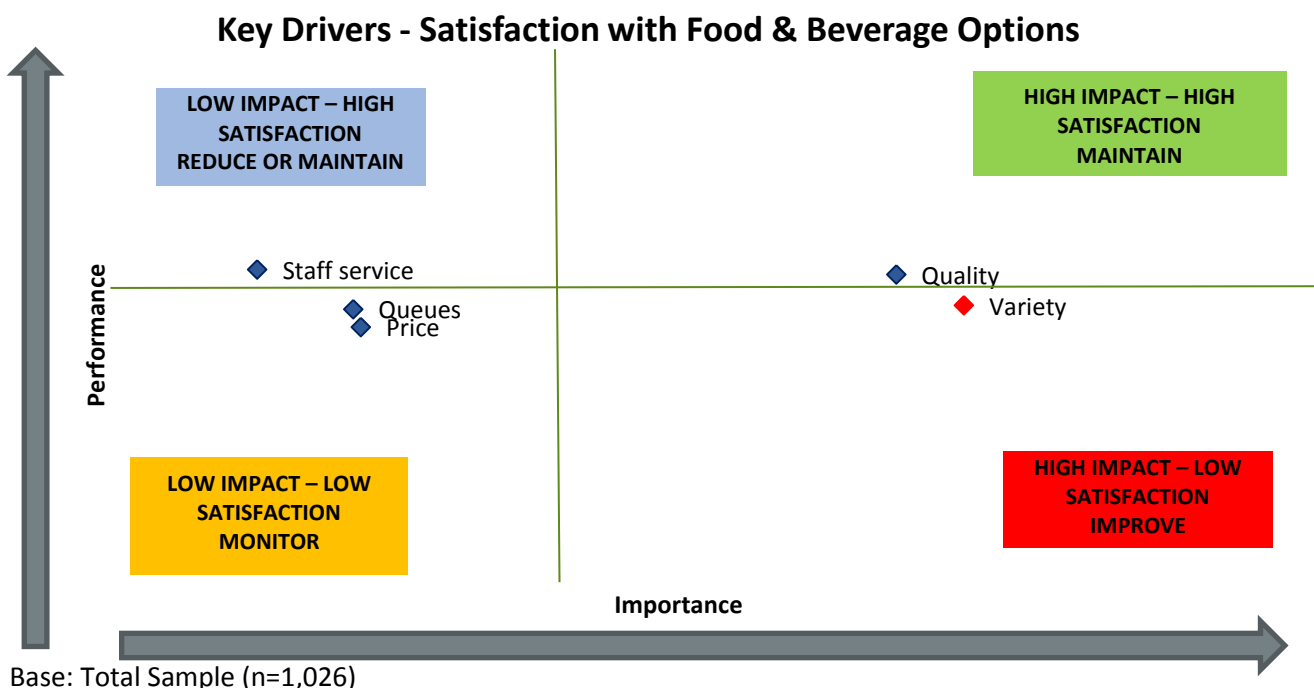
5.8 Key Drivers for satisfaction with Food and Beverage Options

The key drivers of satisfaction in relation to the food and beverage options at the event are:

- 8 Variety
- 8 Quality

Improvements in variety need to be put forth in order to increase overall satisfaction with the food and beverage options at the event. The quality of food and beverage served at the event has performed relatively well, however because it achieved such high importance scores careful attention will be required to ensure it is maintained.

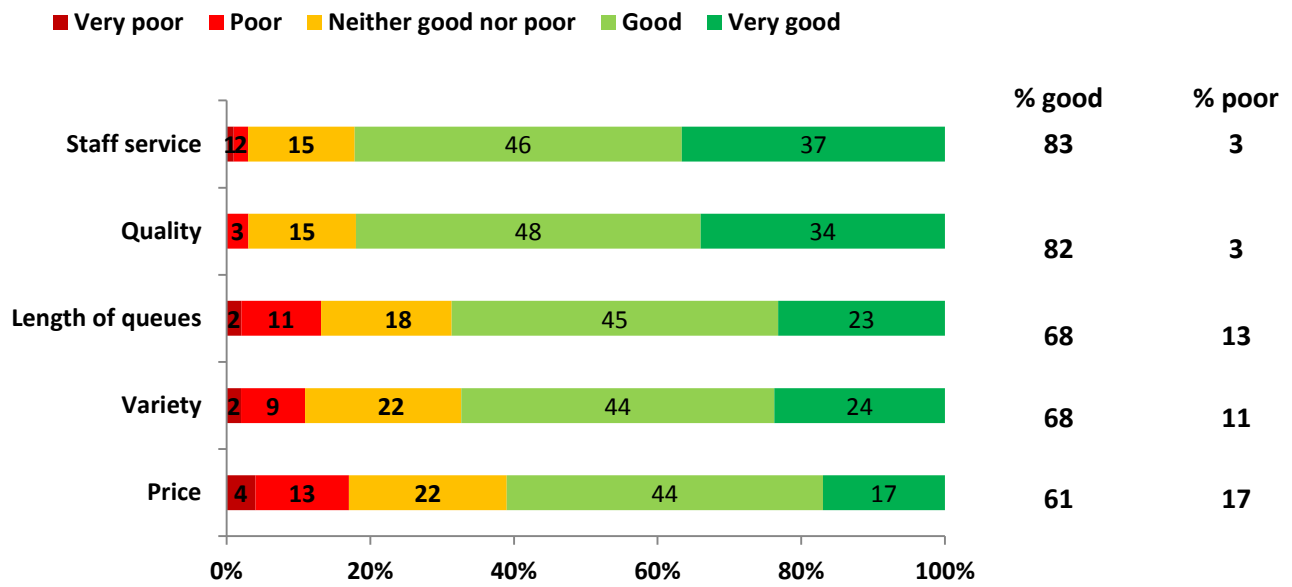
Staff service has little impact on overall satisfaction therefore resources spent here could be re-directed to other areas to increase efficiencies. While prices and queues have relatively low importance their performance is also relatively low; issues should addressed to ensure standards are met.



5.8.1 Individual Ratings for Food and Beverage Options

The price of food and beverage was rated least favourably with 17% of visitors feeling it was overpriced. The variety of food available was enough for 68% of visitors. Close to a quarter of visitors felt the length of queues was neither good nor bad suggesting it was tolerable. Only 3% of visitors were dissatisfied with the quality of food and staff service.

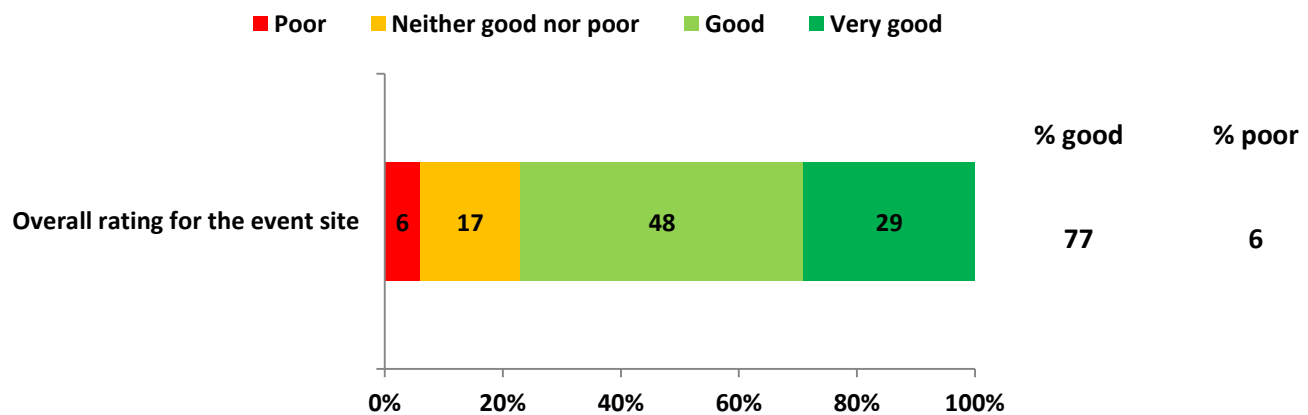
Food & Beverage Ratings



Base: Those who consumed food or beverages (n=892)

5.8.2 Overall Rating for Food & Beverage

Overall, more than three quarters of those who attended the EIFS felt the food and beverage options available were either good or very good. There is certainly room for improvement here particularly with regard to value for money, variety and the length of queues.



Base those who consumed food or beverage at the event (n=892)

5.8.3 Suggestions for Improvement – Food and Beverage Options

The table below summaries the spontaneous comments made by visitors when asked what could improve the food and beverage options at the event.

Suggestions for improvement	% response
Less queues/more food and beverage stalls	24
More variety	21
Cheaper options	15
Healthier options	8
More seating/shade	8
Other	8
Everything was good/no suggestion for improvement	8

Base: Those who provided a suggestion (n=591)

**Top Three
Suggestions for
Improvement**

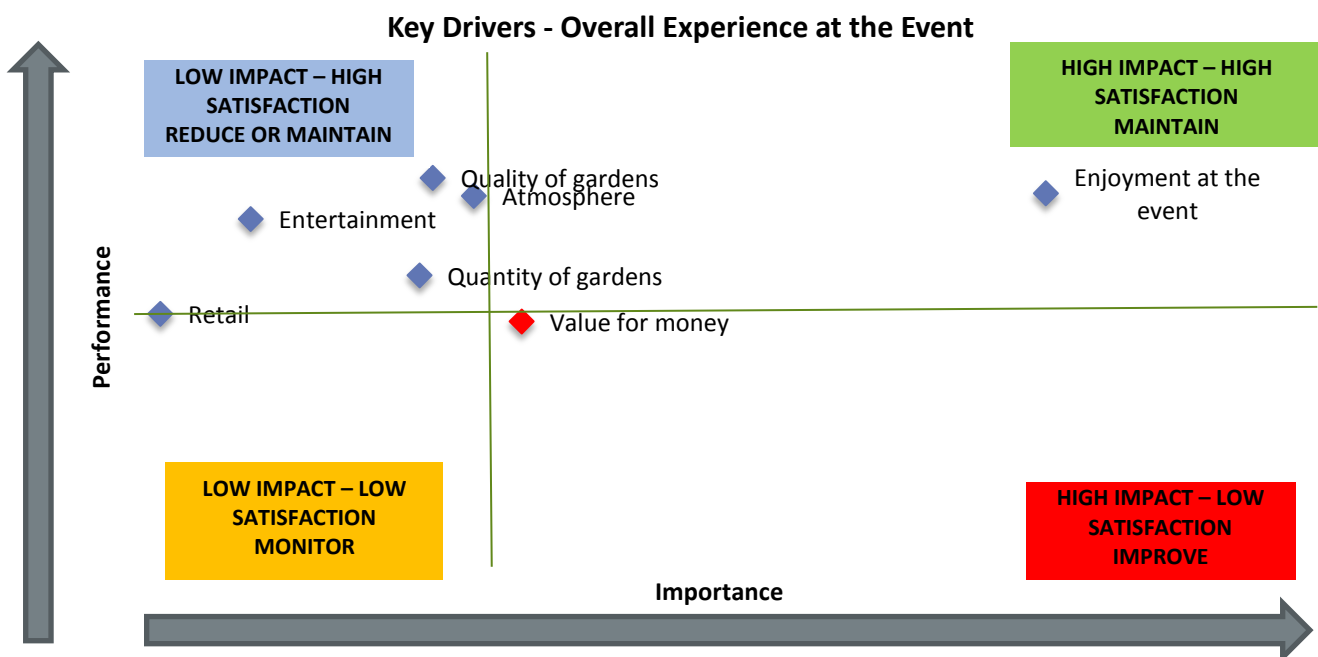
5.9 Key Drivers of Overall Experience

The key drivers of satisfaction for the EIFS 2014 in relation to the overall experience of the event are:

- 8 Enjoyment at the event
- 8 Value for money

While it is important to maintain the current performance levels for enjoyment at the event, improvements are required in terms of value for money.

Entertainment, the atmosphere and the quality of gardens all received relatively high satisfaction scores therefore there is little requirement for improvement. However, the quantity of gardens and the quantity of garden related retail needs to be monitored next year and efforts/resources should be made available to increase satisfaction in these areas.

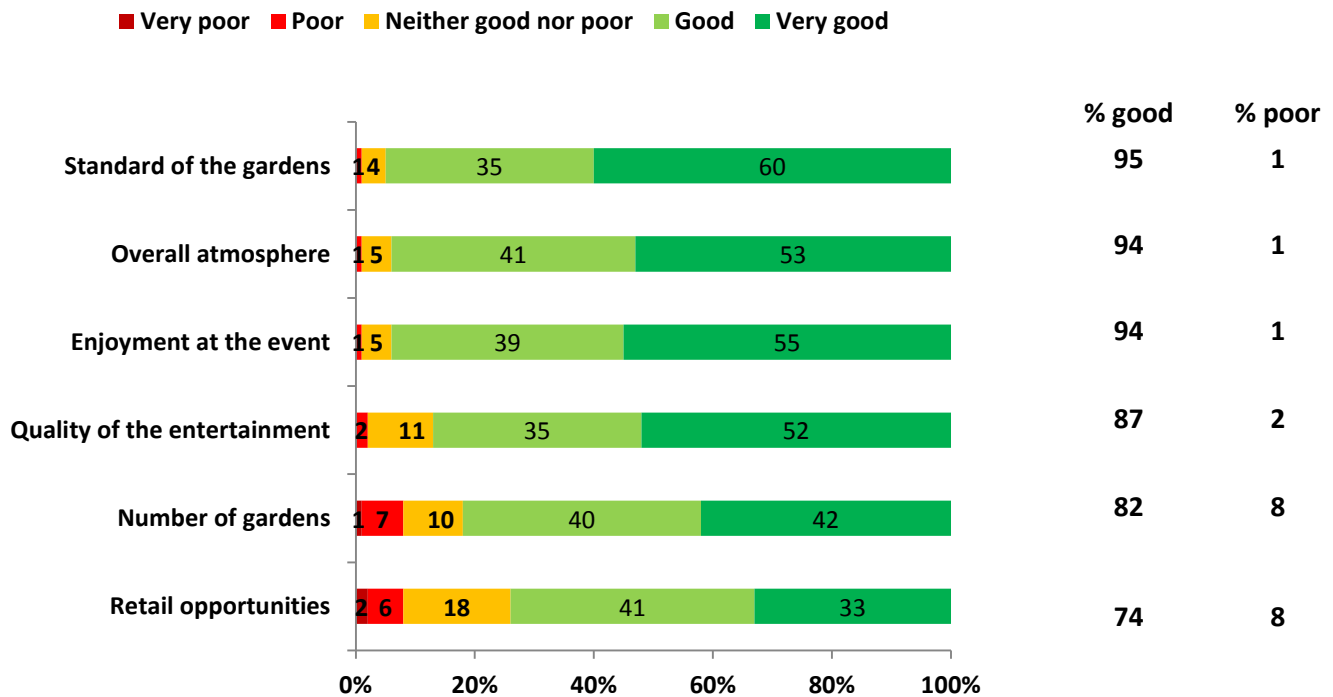


Base: Total Sample (n=1,026)

5.9.1 Individual Ratings for the Overall Experience at the Ellerslie International Flower Show 2014

Overall experience has been measured using the six key indicators listed on the chart below. The standard of gardens were rated the highest with 95% of visitors agreeing they were either good or very good. Retail opportunities have been rated least favourably with just 74% of patrons agreeing they were good or very good.

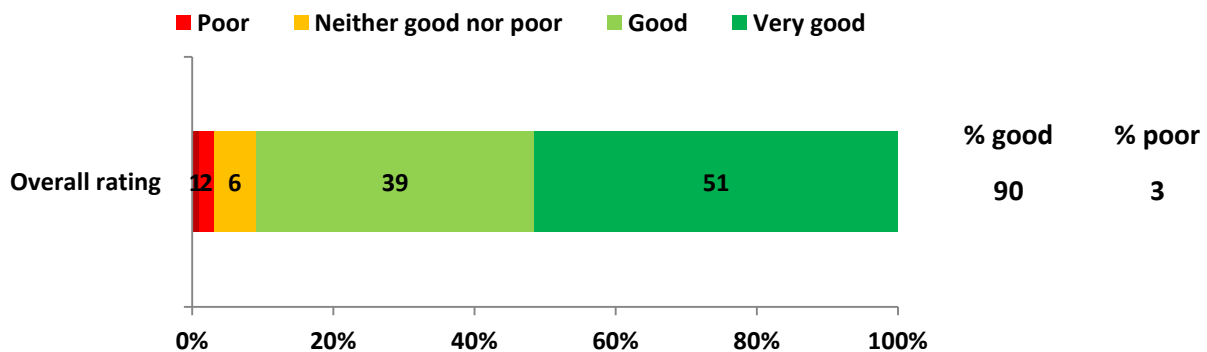
Ratings for the Overall Experience



Base: Total Sample (n=1,028)

5.10 Overall rating of the Ellerslie International Flower Show

Overall, 90% of visitors agreed that the EIFS experience was either good or very good. This is a strong indicator of the show's success this year and the growth of the event in the future.



Base: Total Sample (n=1,028)

5.11 Net Promoter Score (NPS®)

Research shows that in most industries, there is a strong correlation between an event growth rate and the percentage of its patrons who are “promoters”. It is worth noting that the size of events have no relationship to their net-promoter status. The maximum attainable NPS is 100% and the lowest NPS is -100%.

The primary purpose of the NPS methodology is to evaluate patron loyalty to a brand, not to evaluate their satisfaction with the products or services on offer. Measuring patron loyalty is important as it enables us to determine the likelihood that they will be positively promote and resist market pressure to defect.

5.11.1 Likelihood of recommending an event like the EIFS to others.

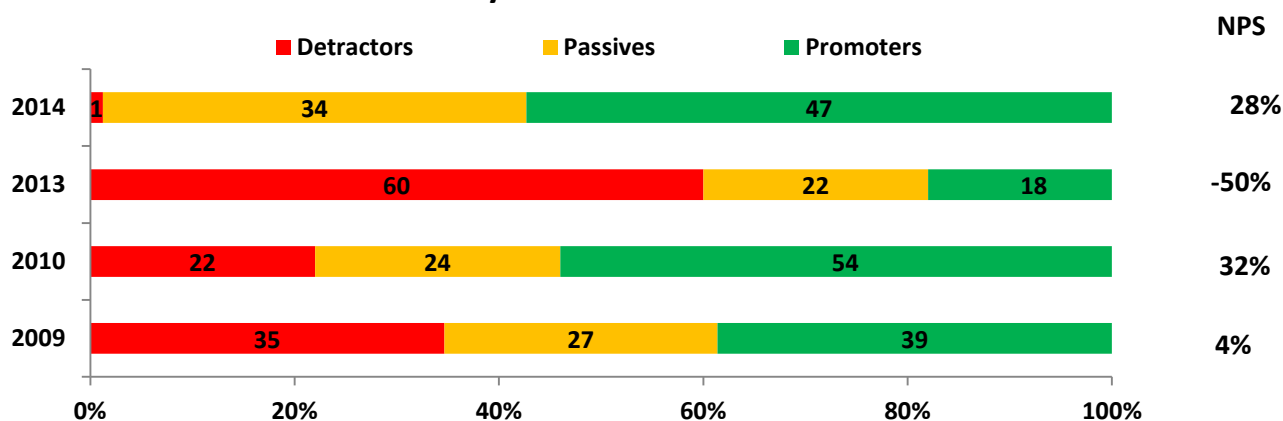
- 8 Promoters can be defined as loyal enthusiasts who will keep referring others to the EIFS hence fueling growth. Currently close to a half (47%) of visitors are promoters.
- 8 Passives are satisfied but unenthusiastic customers who are vulnerable to competitive offerings, these account for 34% of visitors.
- 8 Detractors are unhappy patrons who can damage the event’s brand and impede growth through negative word of mouth. These currently account for 19% of visitors. It is important to note that 15% of detractors scored between 4-6 while only 4% score between 0-3.

Excellent		Neutral		Very Poor							
Scale	10	9	8	7	6	5	4	3	2	1	0
% responses 2014	37	10	19	15	7	6	2	1	1	1	1
	Promoters (47%)		Passives (34%)		Detractors (19%)						

$$\text{NPS} = \text{Promoters (47\%)} - \text{Detractors (19\%)} = 28\%$$

The EIFS 2014 achieved a NPS of 28%. This is a very positive response and an improvement on last year. Effectively, this means there are more promoters than detractors; more people recommending the show. In order to further increase this rating it is vital to understand the reasons behind the individual scores.

Summary of NPS 2009-2013

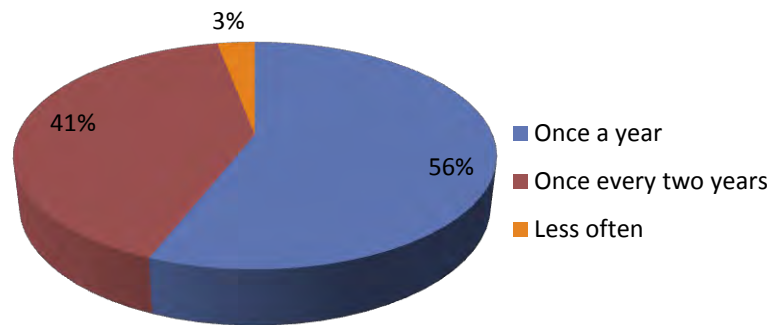


5.12 Optimal Frequency of the Show

More than half (56%) of visitors believe the show should be continued on yearly basis, while 41% feel a bi-annual event would suffice. A higher proportion of younger visitors aged between 15-24 and 25-39 feel it would be optimal to hold the show once a year, while older resident aged 60+ felt hosting the show once every two years is best.

Only 3% of visitors felt it should be hosted less often than once every two years.

Optimal Frequency of the Show

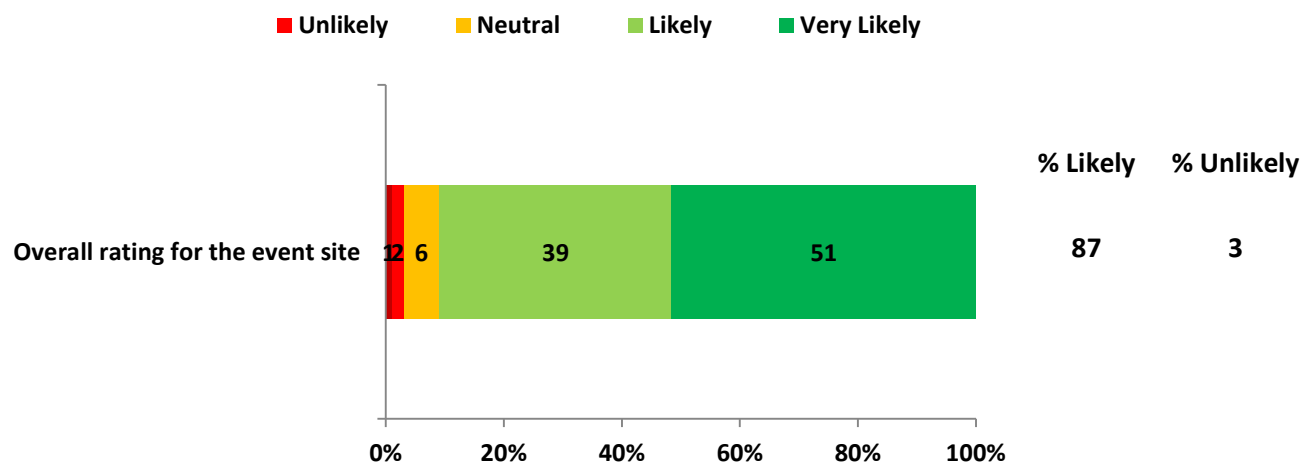


	15-24 (n=) %	25-39 (n=) %	40-59 (n=) %	60+ (n=) %
Once a year	73	65	57	47
Once every two years	16	29	41	51
Less often	12	5	2	5

Base: Sample Size (n=1,062)

5.13 Likelihood to return

Repeat business is of significant importance to the growth and success of any event. Last year just over half (55%) said they would be likely to attend again. This year, the majority (87%) of attendees said they would attend the show again which is testament the show's continued growth and success overall.



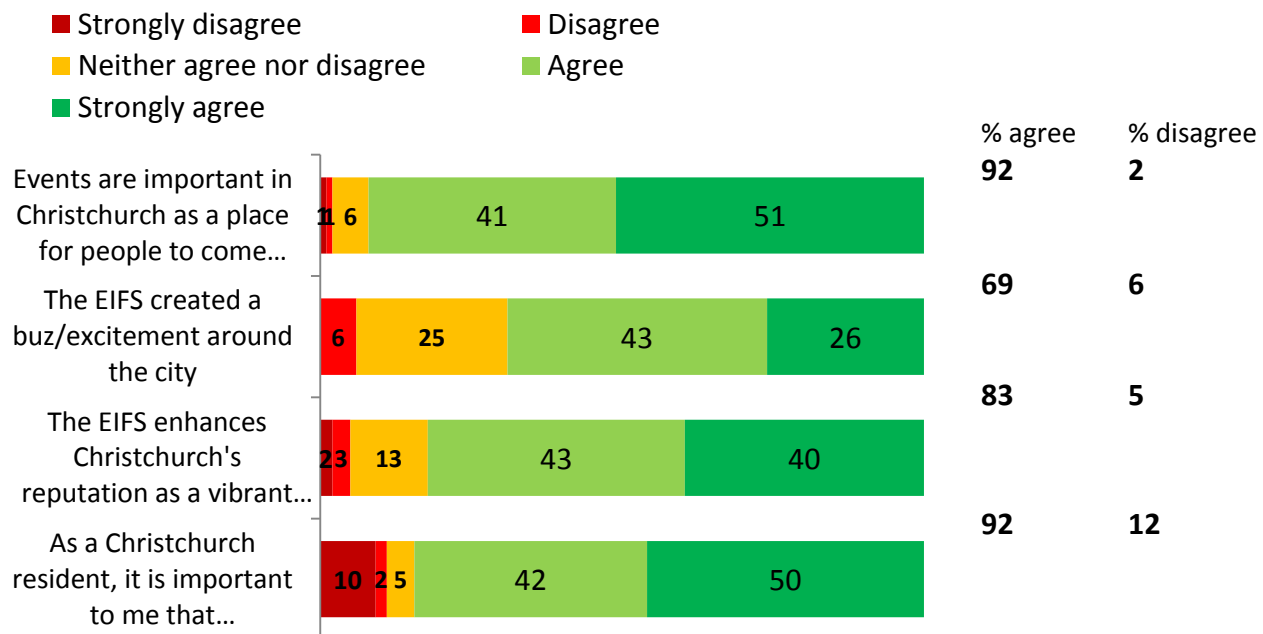
Base: Total Sample (n=1,602)

5.14 Christchurch Social Impact Statement

It is clear from the responses given that Christchurch residents value the EIFS and hold it in esteem. It is thought to bring about positive social impacts and opportunities to the community. The importance of having a diverse events calendar has decreased 0.21 points since last year. More residents this year felt the show brought about a buzz/excitement around the city (68%).

	Mean Score 2013 (n=512)	Mean Score 2014 (n=675)
As a Christchurch resident it is important to me that Christchurch has a diverse events calendar	4.60	4.39
The Ellerslie International Flower Show enhances Christchurch's reputation as a vibrant city	3.80	4.16
The Ellerslie International Flower Show created a buzz/excitement around the city	3.40	3.89
Events are important in Christchurch as a place for people to come together	4.50	4.39

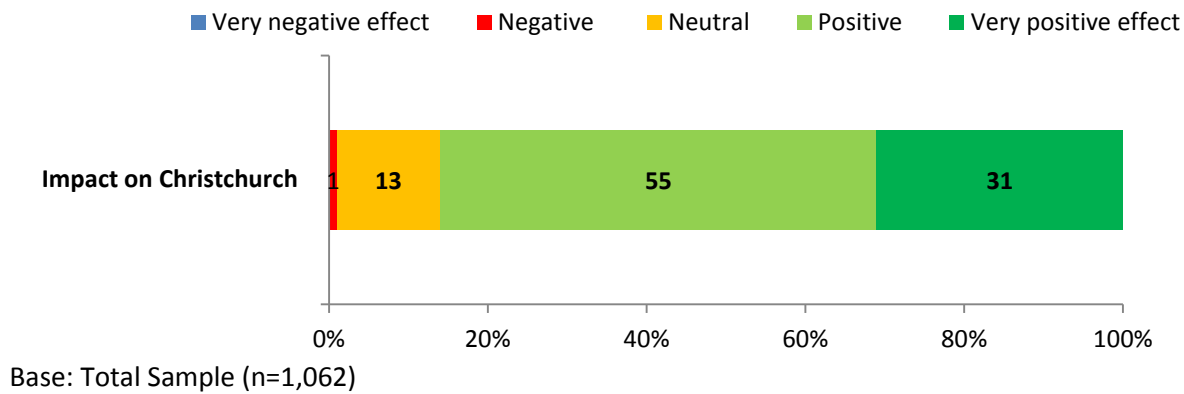
Base: Christchurch residents (n=675)



Base: Christchurch residents (n=675)

5.15 Impact of the Ellerslie International Flower Show

Overall, 86% of Christchurch residents believe the show has had a positive impact on Christchurch overall.



6 Key Recommendations

Below is a summarised list of the most frequently mentioned suggestions for improvements across all elements of the event.

- ✓ Improved directional signage inside the event and the provision of a free one page map on arrival outlining the main attractions and facilities
- ✓ Larger amounts of seating dotted around the various exhibitions to allow visitors spend more time appreciating the gardens and exhibitions
- ✓ More seating in and around the food and beverage areas
- ✓ More coffee outlets and the queues for hot beverages were noted as quite long
- ✓ The introduction of multi-day tickets so visitors could pop in for a shorter period of time over numerous days
- ✓ The introduction of an evening show in order to appreciate the garden lights

28. NOTICES OF MOTION

Nil.

29. RESOLUTION TO EXCLUDE THE PUBLIC

Attached.

THURSDAY 22 MAY 2014

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(s) 3, 15, 16, 27, 30 and 32.

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:

ITEM NO.	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
3.	CONFIRMATION OF MINUTES - COUNCIL MEETING OF 24 APRIL 2014, 8 MAY 2014 AND 12 MAY 2014 (REFER TO PREVIOUS PUBLIC EXCLUDED REASONS IN THE AGENDAS FOR THESE MEETINGS)) GOOD REASON TO) WITHHOLD EXISTS)) UNDER SECTION 7	SECTION 48(1)(a)
15.	REPORT OF THE FINANCE COMMITTEE: PUBLIC EXCLUDED MEETING OF 6 MAY 2014) GOOD REASON TO) WITHHOLD EXISTS) UNDER SECTION 7	SECTION 48(1)(a)
16.	REPORT OF THE AUDIT AND RISK COMMITTEE: PUBLIC EXCLUDING MEETING OF 7 MAY 2014) GOOD REASON TO) WITHHOLD EXISTS) UNDER SECTION 7	SECTION 48(1)(a)
27.	2014 ELLERSLIE INTERNATIONAL FLOWER SHOW REVIEW) GOOD REASON TO) WITHHOLD EXISTS) UNDER SECTION 7	SECTION 48(1)(a)
30.	CANTERBURY WATER MANAGEMENT STRATEGY: CHANGE TO REPRESENTATION ON BANKS PENINSULA ZONE COMMITTEE) GOOD REASON TO) WITHHOLD EXISTS) UNDER SE CTION 7	SECTION 48(1)(a)
32.	APPOINTMENT OF DIRECTOR TO THE BOARDS OF ORION NEW ZEALAND LIMITED AND CHRISTCHURCH INTERNATIONAL AIRPORT LIMITED) GOOD REASON TO) WITHHOLD EXISTS) UNDER SE CTION 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 NO.	REASON UNDER ACT	SECTION	PLAIN ENGLISH REASON	WHEN REPORT CAN BE RELEASED
15.	PROVISION OF WASTE COLLECTION, RECYCLING AND DISPOSAL SERVICES FROM COUNCIL PREMISES: Enable Council to carry out commercial activities without prejudice or disadvantage	7(2)(h)	Withholding the information is necessary to enable the Council to carry out, without prejudice or disadvantage, commercial activities	At the completion of the agreement.

COUNCIL 22. 5. 2014

15.	PROVISION OF WASTE COLLECTION, RECYCLING AND DISPOSAL SERVICES FROM COUNCIL PREMISES: Enable Council to carry on negotiations without prejudice or disadvantage	7(2)(i)	Withholding the information is necessary to enable the Council to conclude negotiations with the preferred supplier.	
15.	PURCHASE OF 146 GLOUCESTER STREET AND PRESS LANE CHRISTCHURCH: Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	7(2)(i)	The report contains sensitive information which, if released, can affect the course of negotiations and should remain confidential.	Following the completion of a final Sale & Purchase or Development agreement over the site
15.	OVERDUE DEBTORS: Protection of privacy of natural persons	7(2)(a)	Overdue debtors should remain confidential to assist in the collection of these debts.	When legal proceedings are commenced
16.	RISK MANAGEMENT REPORT: Protection of source information	7(2)(c)(i)	Sustain an environment where risks are freely identified by staff	1 July 2019
16.	PROCUREMENT REPORT: Protections of Privacy	S7(2)(i)	Protection of named individuals from public comment	As determined by Council
27.	2014 ELLERSLIE INTERNATIONAL FLOWER SHOW REVIEW: Disclosing the information could unreasonably prejudice the commercial position of the person who supplied or who is the subject of the information. Withholding the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities. Withholding the information is necessary to enable Council to carry on, without prejudice or disadvantage, commercial negotiations.	LGOIMA 7(2)(b)(ii) 7(2)(h) 7(2)(i)	Commercially confidential details of sponsorship, confidential contractual agreements and discussion with external parties held in confidence. Protection of Council's position to negotiate best terms for the preferred option.	Details of Council's decision to be released 72 hours after the decision. This provides time for sponsors of the EIFS to be informed of what is happening and, employees of FSM, if there is an affect on their employment / contracts to be advised. The Report itself to be released within 5 working days of any commercial negotiations with FSM or other affected parties being successfully completed.
30.	CANTERBURY WATER MANAGEMENT STRATEGY: CHANGE TO REPRESENTATION ON BANKS PENINSULA ZONE COMMITTEE: Maintain legal professional privilege	7(2)(g)	To keep legal advice on High Court litigation confidential.	When proceedings are complete.

32.	APPOINTMENT OF DIRECTOR TO THE BOARDS OF ORION NEW ZEALAND LIMITED AND CHRISTCHURCH INTERNATIONAL AIRPORT LIMITED: Protection of Privacy of natural persons	7 (2) (a)	Until the appointment is approved it is reasonable to the name of the proposed person to be kept confidential as it could damage their reputation and personal privacy if the Council chooses not to approve the appointment for some reason.	Following advice to the individual that the appointment has been made.
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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.”