

Christchurch City Three Year Plan

2013-16 (*Draft*)

Christchurch Ōtautahi

Volume 2 of 2

Christchurch
City Council 



Cover image:

Rising to the challenge

The winner of the Christchurch City Council city-wide competition to find an image for the front cover of our Draft Christchurch City Three Year Plan 2013-16 is Christchurch amateur photographer Gill Williams of North Beach.

Gill and her husband Lyonal are both keen cyclists and never miss the Men's Elite Road National Championship event. Gill took this photo on Dyers Pass Road in Cashmere, looking down onto the Central City, on 8 January 2012. Gill loved the image because it shows that life continues despite the challenges the city faces.

Rising to the challenge was chosen by the competition's judging panel for the cover because it illustrates that Christchurch is vibrant with exciting events while the recovery continues.

Christchurch City Three Year Plan 2013-16 (*Draft*) Volume 2 of 2

Christchurch Ōtautahi

For the Three Year period beginning 1 July 2013

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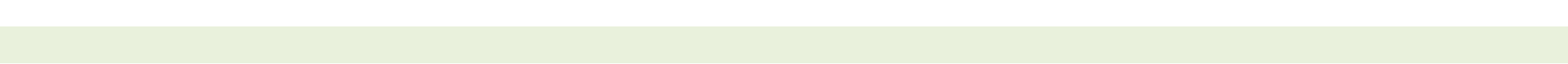


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Assessments of Various Services

Christchurch City Three Year Plan
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Cemeteries and Crematoria

This assessment considers the adequacy of the provision of cemeteries and crematoria in Christchurch City to meet future demands for disposal of the dead in a controlled, hygienic and dignified manner for the period 2013 to 2023. The following report is a compilation of information provided by the former Banks Peninsula District Council and Christchurch City Council in a Sanitary Services Assessment in 2005 and updated to 2012.

Key findings are:

- Following the last sanitary services assessment it was decided to prepare a Cemeteries Master Plan. This plan is due to be finalised in 2013 and will consider use and burial practices for all the cemeteries.
- There is sufficient capacity within existing urban district cemeteries (within existing beams) to meet predicted demand for the next 3 years with further existing land to be developed through the capital programme to meet a 20 year period, however this would be reduced to 15 years following a pandemic. Location of urban cemeteries is an issue though that needs to be addressed and more land acquired.
- Rural district and small settlement cemeteries on the peninsula have sufficient existing capacity with further existing cemetery land able to be developed through the capital programme to meet long term demand.
- Because of community preference for locally accessible cemeteries, there is a requirement for a new cemetery site to service the northern urban part of the city. Additional land is required to further extend Avonhead and Belfast cemeteries.
- Limitations on the pre-purchase of cemetery plots are required to extend cemetery life spans and optimise cemetery use as there is a significant number of pre-sold plots using up land that will take many years to be utilised.
- Returned Services needs will continue to be met, and a wider range of cultural preferences to meet differing people's needs and ashes interment areas is required.
- Marketing to improve the use of less known cemeteries and ashes interment areas is required.
- Current capacity at both cemeteries and crematoria is sufficient to deal with death rates from a civil emergency or pandemic. However, during the next 10 years, it would be prudent to investigate an area that could be used for both mass burial and as a future cemetery.
- No public health issues were identified by the Medical Officer of Health. The issues of groundwater contamination from cemeteries and air discharges from crematoria which were raised by other agencies are considered in the assessment.

Asset description

There are 27 cemeteries located within the Christchurch district with 14 on the peninsular and 13 in the urban area which are managed by the Christchurch City Council (Council). Three cemeteries on the peninsula are owned by the Council but are managed by others. Fifteen of the 27 Council cemeteries are either closed or have reached capacity with the only burials being a second burial in an existing plot or burial in a reserved plot. In addition to the Council cemeteries, a number of churches (14) have their own burial grounds and there are 3 privately owned burial grounds on the peninsula.

Cemeteries and crematoria are provided for the community and the provision of this activity does not significantly alter, based on the geography or demographic profile of different parts of a community.

However, the Christchurch district differs from most others around New Zealand in that most districts have only two or three larger operational cemeteries whereas in Christchurch there are six operational in the urban area and 12 typically smaller rural cemeteries on the peninsula. The effect is that there tends to be a localised community need around each cemetery.

Following the earthquakes, it is predicted demand for cemetery space will grow disproportionately in the western side of the city.

The Christchurch City Council does not own or operate any crematoria. Cremation services within the Christchurch district are provided by three private companies. The Cremation Society of Canterbury has two facilities, one located at Linwood and the other at Harewood. The Garden City Crematory also has a cremator, and it is located at Sockburn. Mainland crematorium opened in Sydenham in 2012. No defined catchment could be determined for each of the crematoria; therefore, the assessment considers the entire district of Christchurch as a single community for cremation services.

Public health issues

Public health issues in cemeteries relate to work around graves, potential environmental effects such as contamination of ground water, and the ability of cemeteries and crematoria to cope with large numbers of dead following a natural disaster or pandemic. The few public health issues relating to cremation relate to air discharges, radiotherapy effects and devices, such as pacemakers.

Appropriate operating procedures are in place and documented for public health issues relating to both cemetery operations and cremations. The application of

the procedures is audited as part of the ISO certification process.

It is expected that there will be a substantial increase in predicted deaths for the resident population over the next 20 years owing to a combination of an aging population and the large increase in population in the district (at 2006).

Current capacity

The current capacity of cemeteries is calculated by considering both the current number of available plots both for burials and ashes and the future demand projections.

Christchurch City records information on the number of burial plots available. This excludes plots that have been pre-sold.

Cemetery	Ashes plots developed	Full burial plots developed	Future capacity ashes ²	Future capacity full burials ²
Addington	Closed			
Akaroa French	Closed			
Akaroa Anglican,	1	9	At capacity	At capacity
Akaroa Dissenters,	0	4	At capacity	At capacity
Akaroa Catholic	0	69	At capacity	At capacity
Avonhead	180	355	166	664
Barbadoes	Closed			
Belfast	0	0	7801	16541
Bromley	0	0	130 (note: this is only if the Sextons House is removed)	260 (note: this is only if the Sextons House is removed)
Diamond Harbour	0	18	648	314
Duvauchelle	104	49	756	534
Kaituna	0	50	0	56 (note: full burial plots could be used as ash plots if required)
Le Bons	0	45	300	1,800
Linwood	18	50	At capacity	At capacity
Little River	0	388	32	196 (note: full burial plots could be used as ash plots if required)
Lyttelton Anglican	10	0	At capacity	At capacity
Lyttelton Catholic	0	0	At capacity	At capacity

Assessments of Various Services

Cemeteries and Crematoria

Cemetery	Ashes plots developed	Full burial plots developed	Future capacity ashes ²	Future capacity full burials ²
Memorial	196	474	1322	6265
Mt Magdala	Closed			
Okains	-	180	300	1,500
Pigeon Bay	0	150	100	314
Ruru	70	100	At capacity	At capacity
Rutherford	Closed			
Sydenham	170	30	At capacity	At capacity
Waimairi	122	0	At capacity	At capacity
Wainui	1	13	53	198
Yaldhurst	68	510	1158	2260
TOTAL	940	2494	5745	16015

There are a significant number of pre-purchased burial plots in the Christchurch cemeteries, representing about 3 to 5 years of total burial capacity for the City. At present there is no restriction on the pre-purchase of plots, accelerating the need for additional burial plots. The impact is highlighted by the 457 plots sold but unoccupied at Belfast Cemetery. It now has only a few burial plots remaining and a new cemetery site for the northern part of the city is being sought. The draft Cemeteries Handbook proposes to limit pre-purchases to two per person to assist in addressing this issue

Future demand

In the 6 years to June 2012, the average full burial rate at city cemeteries was 568, with 250 for ashes. Given 1,519 full burial plots and 824 ashes plots are available as at November 2012 within the urban cemeteries, even discounting future growth predictions, full burial plots would become exhausted in just over 2 years, with ashes in just over 3 years. Many cemeteries have room for further development, however. If all currently available cemeteries land were to be developed as plots, 3,600 ash plots and 11,000 full burial plots would be available, which would allow for 14 years worth of ash interments

and 19 years of full burial interments at current demand levels. A predicted 2% annual growth rate would reduce this to 12 years for ashes and 16 years for full burials. This does not take into account other potential factors such as a pandemic or setting aside areas for particular groups.

No new plots are available at Bromley and Linwood cemeteries but land is available for development if the former sexton's house is removed at Bromley and there are a number of pre-sold plots still remaining at these cemeteries.

The first operational cemetery to reach capacity is Belfast which has only one new plot available. This creates a significant gap in the cemetery distribution, there being no operational cemetery in the northern part of the district. At February 2013 it is proposed to purchase a block adjacent to the existing cemetery which would increase capacity by 780 ash plots and 1654 full burial plots. It is also hoped to be able to purchase a block adjacent to Avonhead Cemetery for which demand is increasing. Demand for interments in the west side of the city is expected to increase following the quakes.

Over the last six years burial numbers have remained fairly static reflecting a greater preference for cremation, which is outside the scope of the Christchurch City Council's responsibility. Urban cemeteries have areas of land available but with new beams to be installed as part of the capital programme for the next eight years.

In the mainly rural area of Banks Peninsula there is capacity based on an average of 10 burials per year for 90 years, with overall undeveloped capacity for the very long term at this current rate. However the two Lyttelton cemeteries are full and the Akaroa cemeteries are in a similar situation which is an issue that needs to be addressed. Diamond Harbour Cemetery will need to take over for the burials in the Lyttelton Basin area and Duvauchelle for Akaroa

Another trend that needs to be addressed is that as people become larger, so do full burial caskets and plot sizes will need to be increased which will again use more land.

Assessments of Various Services

Cemeteries and Crematoria

Ash Plots

Ash plots are easily accommodated as they take up minimal area. At present there are 940 plots available in Council cemeteries. It is possible that additional ash plots could be created if required.

Based on the continuation of the high demand forecast for new ash plots, which is averaging 250 per year, capacity will be reached in 2015 (all available plots used). It should be noted that Christchurch City Council provides for only a small proportion of ash burials in the district. The majority are held or scattered by friends and relatives, interred in an ash plot or columbarium at one of the churches, or in the memorial gardens at one of the crematoria.

Pre-purchased ash plots represent a small proportion of total ash plot capacity for the City, in the order of one to two years. Although allowing pre-purchase has no major effect on the long term net capacity of the city's cemeteries, except where they remain unused, they accelerate the need for new areas and additional infrastructure. The draft Cemeteries handbook (2013) proposes limiting pre-purchased plots to two per person.

Special designated areas

Special burial plots available in Council cemeteries include White Russian, (Belfast), Indian, (Sydenham), Muslim (Rum Lawn; Memorial Park), non-local Maori (268 plots, Memorial Park), Jewish, (Linwood), and at Memorial Park Cemetery for Russian Orthodox. In addition, a request has been received for an area to be set aside for the Bhutanese community at Memorial. Such requests are required to be considered under Burial and Cremation Act 1964.

Representatives of Pacific Island people have asked that a more culturally-sensitive approach be applied to their burial needs which could involve the designation of special areas to meet these requirements. The proposed Cemeteries Master Plan will consider community and other needs for denominational areas in cemeteries

as the newer ones no longer have different religions in segregated areas.

Returned Services Association plots

Returned Services Association (RSA) plots are provided in the Ruru Lawn cemetery. Analysis of the actual burial records and plot availability indicates that the RSA ash plots section will have room for further headstones beams extension. RSA burial plots can be extended as well as there is room in the current location for more headstone beams to be laid.

The expected use of the RSA section is expected to taper off in the next 10 years as the WWII veterans pass away.

It is therefore recommended that RSA areas be monitored regularly and if another area is required that a dedicated site could be provided across the road at Memorial Park Cemetery.

Crematoria

There was a lack of detailed information provided by the crematorium operators for the 2005 assessment perhaps relating to commercial sensitivities. It was therefore difficult to accurately assess the provision for cremation. However, from the cremation information available and the Christchurch City burial records, assumptions could be made about the expected average annual resident and out-of-district cremations. Analysis showed that the total capacity of the operating crematoria in the district was well in excess of forecast demand. Time has not allowed for renewed discussions with the cremation owners but will be followed up.

Options to meet demand

The assessment of cemeteries and crematoria has shown that the overall provision of land for cemeteries and total number of cremators is adequate to meet overall demand within the district for the 10 year planning period and beyond. However there are localised issues that need to be addressed with Lyttelton cemeteries full and a similar

situation in the north of the urban district with more land needed in that locality.

- The assessment highlights a community preference for the provision of local cemeteries. In order to continue to meet this need the following actions are recommended:
- A new cemetery is provided in the northern part of the city as a replacement for Belfast Cemetery for which it is intended to extend this cemetery.
- Develop additional capacity with additional adjoining land purchase at Avonhead Cemetery.
- Investigate provision of designated burial areas to meet the needs of Pacific Island people.
- A limit on the pre-purchase of plots is established
- Further explore the shared use of Shands Road Cemetery with Selwyn District Council and continue to use Yaldhurst in the meantime.
- Options for improved use of plots are investigated, particularly ash plots.
- A public promotion plan for less known cemetery sites is developed and implemented.
- Investigate future provision of an area that could be used for mass burial purposes and as a future cemetery site.
- Lyttelton basin area burials will need to be located in
- Diamond Harbour Cemetery.
- Akaroa are burials will need to be located in Duvauchelles Cemetery.
- Larger casket sizes being used will require larger plot sizes and the uptake of available full burial space at a faster rate than currently.

Assessments of Various Services

Cemeteries and Crematoria

Role of the Council

The Council owns and operates all but three of the operational cemeteries in the city, excluding the church cemeteries, and has proposed purchasing land for an extension to Belfast Cemetery. Funding for further provision in the north or west of the urban area will be sought through the draft 2013 -2022 Long Term Plan. It provides a service for interment by burial and of ashes. The management, design, development and maintenance of both operational and closed cemeteries are also provided by Christchurch City Council.

In order to meet future demand, the Council will plan for increased need and develop new areas for cemeteries. It will provide funding for cemetery infrastructure, such as landscape treatment, roads, footpaths, water supply and drainage. Appropriate funding provision for cemetery infrastructure will be made in The Christchurch City Council Long Term Plan.

Identification of issues

Discussions were held with the following persons/ organisations in 2005 in order to identify any issues relating to the provision of cemeteries and crematoria and/ or any public health issues. It was considered important to ensure that any issues were identified and addressed through the assessment.

The Medical Officer of Health did not identify any current public health concerns relating to cemeteries and crematoria in the Christchurch district.

Environment Canterbury raised potential issues as being air discharges from crematoria and contamination groundwater from cemeteries.

Christchurch City Council Environmental Health raised a number of issues including high water tables

in some cemeteries, potential hazards from unstable headstones and ensuring that burials are performed at correct depths. Measures have been taken to eliminate or manage all of these concerns to mitigate any public health risks.

The Selwyn District Council raised the possibility of joint development with Christchurch City Council of the Shands Road cemetery, located close to the Christchurch City boundary. Further investigation into this option was proposed.

Post earthquakes many cemeteries have suffered damage to headstones, land and infrastructure. A programme of making headstones safe has been completed (2012) and currently (February 2013) headstones and other cemetery memorials are being prioritised for repair. Limited access only will be possible to Lyttelton Cemeteries until retaining walls and land can be made safe.

Adequacy of assessment

The assessment of 2005 was considered to fully meet the requirements for a sanitary services assessment as set out in Part 7 Sub-part 1 of the Local Government Act 2002. The information has been updated to 2008 figures.

The information used in the assessment is considered to be adequate to provide an informed view about the adequacy of cemetery services and facilities in the Christchurch district. In preparing the assessment, a number of assumptions have been made relating to death rates, the ratio of burials to cremations, and the number of out-of-district burials. The information used in calculating future demand is based on statistical information provided by the Department of Statistics and burial and cremation records held by the Christchurch City Council. This information has been extrapolated to provide a comprehensive view of capacity and future demand.

Little data was available relating to the provision for cremation. However, enough information was gathered to determine that operators are operating at capacity. Therefore, this is unlikely to become an issue within the assessment period. If capacity were to become an issue, it is likely that one of the operators would install an additional cremator or one of the larger funeral directors would consider purchase of a cremator.

The assessment has not been compromised by a lack of information or by cost of obtaining information and is considered to be a full and balanced assessment of cemeteries and crematoria

Public Conveniences Summary

Under the Local Government Act 2002 (LGA) councils are required to periodically assess the provision of sanitary services – including public toilets.

This assessment focuses on non-residential toilets as a sanitary service provided in the City, mainly in public parks. This report is a compilation of information provided by a 2008 survey of all buildings in parks in relation to building maintenance and updates the Sanitary Services Assessment in 2005. Updates have been made to assets numbers and where improvements have been implemented following the 2008 assessment. Further updates detail earthquake related matters affecting the provision of public toilets in the city. No update information was available for non parks toilets and the cleanliness survey has not been repeated.

In delivering this assessment the report:

- identifies the current and forecast metropolitan situation relative to the total supply and demand for public conveniences, as distinct from those provided in residential dwellings, in order to ensure that appropriate and adequate provision is made
- identifies Councils current response, both regulatory and through direct provision of services, to the demand and to the maintenance of appropriate health outcomes for the community
- identifies and presents options for ongoing and future provision – including options to reduce, maintain, change or enhance levels of service provided directly or indirectly to the public
- recommends Council preferred options to meet ongoing demand and maintain appropriate health outcomes for the community.

This assessment considers the public access to non-residential toilets in terms of the:

- contribution to achieving public health outcomes through ensuring the public have adequate access to clean and safe toilet facilities, while away from home
- capacity to meet reasonable expectations of
- Christchurch residents visiting public places
- capacity to meet reasonable expectations of tourists visiting public places.

Identification of public health and other issues

The flowing perspectives and issues have been identified through consultation with stakeholders and interested parties, and also through complaints received by the Council about public toilets.

Public toilets need to be:

- located in convenient places
- open at convenient times
- occur in sufficient quantities to reflect demand (e.g. at events)
- hygienic, safe and secure (e.g. are clean at all times, have sufficient hand washing facilities, have sufficient lighting, have safe disposal for other wastes left by the public including sanitary items, condoms and syringes etc)
- fully functioning and regularly maintained (e.g. all fixtures are fully operational, and septic tanks or composting toilets are emptied and cleaned appropriately).

Council's role and other service providers

Public access to toilets, other than those in residential homes, is currently provided by a wide range of businesses activities, educations, institutions and other organisations – with toilets located either within or associated with their facilities. These businesses and organisations have an obligation to provide toilet facilities for their staff and in most cases for their customers (for the purposes of this report these toilets are referred to as in the Public Domain”).

The provision of public toilets is not the primary driver for most organisations, consequently the extent and quality of the toilets is driven by staff and/or customer expectations and regulatory compliance. However, some businesses do view the provision of toilets as part of a complementary service (e.g. service stations generically provide toilet facilities, in much the same way as they provide free air for tyres). In general the presence of staff at these businesses and the requirements of customers result in reasonable levels of monitoring toilets in terms of cleanliness, supplies and condition.

The Council is also engaged in a number of activities such as libraries, community centres, parking buildings and services centres, providing toilets for staff and visitors at these locations (for the purposes of this report these toilets are referred to as “Secondary Council Sites”). Separate to these are “public toilets” provided by the City Council and hire companies. The latter generically provide portable toilets for specific events or worksites (in this report these toilets will be referred to as “Primary Public Toilets”).

Assessments of Various Services

Public Conveniences Summary

Within the Christchurch district there are 215 Council-owned public toilets:

- 171 are toilets located in or associated with parks;
- 34 toilets are also located in pavilions
- 10 are located in predominantly urban retail areas such as Addington and Papanui.

Assessment of the level of service

In this assessment of the sanitary services, a city-wide audit was made on the levels of service provided by Primary Council sites and a sample survey of both Secondary Council and Public Domain sites. In addition, a building condition assessment was completed on Primary Council sites to determine current maintenance issues and long term maintenance and renewal requirements.

The results of the condition assessment showed that on the whole the buildings were in relatively good condition with some notable exceptions. Future maintenance and renewal requirements for surfaces, fixtures and fittings are planned based on the passing of time, industry standards and/ or a decline in condition. It can also be triggered by other enhancement programmes associated with the facility.

Shopping centres and major fast food outlets perform well in terms of the provision of public conveniences due to their location at high usage points, availability during all normal shopping hours, high standard of amenity, and in particular, frequency and standard of cleaning. Petrol stations also performed well but with less consistency in terms of access for non-patrons, the standard of amenity and the level and frequency of cleaning.

As a large, diverse portfolio of properties, Council's secondary sites scored better than petrol stations in terms of availability but inferior to other providers with some facilities providing staff-only access. The general level

of amenity was also inferior to shopping centres and fast food outlets as was the standard and frequency of cleaning. Location factors were however high. Within the secondary Council sites are several sub-groupings and their performance varied markedly. In general terms, for example, libraries performed very well on all criteria, whereas other community facilities such as parking buildings did not. Mostly this related to availability and cleanliness.

It is clear that the overall assessed performance of Private Domain toilets is at a consistently high level against the criteria used in the audit and that in general Council-owned facilities are inferior, in particular with regard to cleanliness.

While most of the Primary Council sites scored well, the cleanliness criterion was the poorest performing category by a significant factor and highlights the difficulty of keeping these sites clean with a lack of on-site monitoring by staff, and the open nature of the facilities.

The following details criteria used in the evaluation with the average scores for the 2005, then 171 Primary site toilets.

- Toilets are clean and hygienic with no build up of excessive litter - 80%
- Litter bins are installed internally and available adjacent externally to the site - 57%
- The site is free of unpleasant odour - 84%
- Sanitary bins are supplied and clean - 46%
- Automatic flush unit is operational and sufficient to dispose of waste - 97%
- Soap dispensers and automatic hand driers are fully functional - 35%
- Overall average 2005 66%

Particular issues that impact on the performance of cleaning at Primary and Secondary Council sites are

- Cleaning regimes only as good as the last person using the facility, therefore, frequency of cleaning is a crucial factor in maintaining standards and public perceptions;
- Some surfaces more difficult to clean and maintain hygiene standards than others;

New auditing

An auditing system developed by the city contractor who is the primary cleaning provider for the majority of public parks toilets in the city has been developed and covers areas such as, cleanliness and hygiene, refreshed with toilet paper, pipes and sumps are working satisfactorily, and the internal and external walls are clean after each service. Auditing shows that the demerit points system for not meeting the standards taken across all factors is that 3% of these factors relate to not meeting the toilet cleaning standards. Banks Peninsula toilets have now been merged in the City contract and a different cleaning standard no longer exists.

Some of the toilets in the domains and camping grounds are maintained by the reserves committees that manage the reserves. No recent detailed assessment has been undertaken for the peninsula toilets for the condition of the building asset or cleanliness.

Current and future demand

Demand for public conveniences is influenced and modified by compliance and customer expectations, however in total capacity terms it is driven by population. This needs to account not only for the resident population, but also tourist numbers and those outside the immediate geographic area who frequent the city for work, leisure or other reasons. The earthquakes experienced in 2010 and 2011 have also altered residential

Assessments of Various Services

Public Conveniences Summary

population centres and popular areas for tourists to visit. In the context of a total city wide provision of toilets in public places by Primary, Secondary and Public Domain providers, the current supply is considered adequate. The standard of some facilities, however, is less than adequate and presents a modest degree of public health concerns. More detailed demand analysis is required to inform site specific requirements with options to expand, maintain or contract (over time) the number and nature of facilities provided at individual sites. A 2008 condition assessment of 103 toilets and changing rooms on parks has found that operational maintenance of \$125,000 per year is required over the next six years to address needed maintenance repairs. A proper Facilities Management (FM) contract has now been introduced and up until the earthquakes a regular maintenance programme. There is sufficient funding for operational maintenance in the current programme, however many of the facilities require capital upgrade to ensure there are better surfaces to aid cleaning and replacement of fixtures and fittings.

Many of the toilet facilities on the peninsula which cater for visitors sometimes in larger numbers and the buildings are not adequate for this purpose due to age and size. Water supply can also be a problem with untreated water or slow supply. Again there needs to be a complete appraisal of the peninsula toilets to ascertain the capital upgrades that are needed to bring the facilities to a required standard.

In some cases total replacement is required. Many of these toilets are the old concrete block type with inadequate access, light, and air movement or are from converted buildings that were not designed to be toilets.

While site specific provision falls outside the statutory requirements of this assessment, the Special Consultative Procedure provided a legitimate vehicle for individuals, groups and the wider community to express their desires for additional or different facilities at specific locations.

Options to meet demand

Public Domain and Secondary Council toilets are subject to the Building Act and Building Code in terms of toilet design and capacity. Most of these sites take responsibility for the toilets on behalf of their staff and customers, based on user expectations and compliance. This also applies to parks and locations where Council encourages large numbers of residents and tourists to aggregate, such as at Council-run events.

However, the Building Code fails to require retailers to provide facilities for their customers in the same way that a Shopping Centre must. While true for all retailers, this inconsistent approach is most noticeable with the larger retail outlets, such as supermarkets, large format warehouse-styled retailers and bulk retailers. Similar issues exist with the provision of toilet facilities within nightclubs and other late night venues. Anecdotal evidence suggests inadequate toilet facilities are provided, which in turn contributes to anti-social behaviour in adjacent public areas.

In light of these factors, the following options are available:

1. Status Quo. Provision by a mix of Council and non-Council providers is adequate to meet the overall demand. This does not address differences in the quality of the toilets provided.
2. Improve level of service at existing Council-owned toilets. Options to achieve this include:
3. Increase provision of Council-owned toilets in retail locations. Council could choose to provide toilet facilities in retail areas to address the lack of services provided by the retailers linked to the limitations of the Building Code.
4. Reduce provision of Council-owned toilets in retail locations. Council could rely more fully on businesses to provide services for their customers.

5. Lobby for changes to the Building Code. Council could lobby central government for amendments to the Building Code that would require the retail sector, including nightclubs to provide (or enhance) sanitary facilities.
6. Complete site specific monitoring of demand. Commission monitoring to develop demand profile for specific groups of sites identifying current demand on a seasonal basis and at peak demand periods, etc. This would enable services to be customised better to demand.
7. Improve community awareness of availability and standards. Explore opportunities to improve awareness of the availability of public conveniences for residents and tourists, the standards they should expect and the options available for them to raise concerns.
8. Charge for access to public toilets. Some cities in other parts of the world charge for access to public toilets as a means to fund the service. The same could be implemented here.
9. Options for sanitary waste disposal from vehicles. Some provision for sanitary waste disposal from trailer homes and motor homes exists with camping ground facilities and truck stop facilities (ostensibly for livestock). However, the adequacy and appropriateness of these needs to be researched and alternate options considered

Assessments of Various Services

Public Conveniences Summary

Council's preferred options

The recommendation of the assessment is for adoption by Council of a combination of options included within 1, 2, 5, 6, 7 and 9 outlined above. Where there is no existing funding within Council's budgets, the initiatives should be considered within the context of a Long Term Plan, most likely after significant progress has been made recovering from the earthquakes.

Once detailed site specific demand profiles have been identified and the private sectors provision of toilet facilities for public access is better understood, Council needs to indicate clearly and consistently its provision of service relating to options three, four and eight.

With regard to 24-hour, central city public conveniences, additional facilities are most likely to be safe and effective if staffed and delivered as part of a wider strategy for addressing behavioural problems within the Central City. This wider strategy is outside the scope of this assessment and the role that public conveniences may or may not have in this strategy is yet to be determined.

Council also needs to take stock of the earthquake recovery situation it now finds itself in. The Facilities Rebuild project is likely to result in a number of new toilets being built which will increase the quality of the portfolio across the board. Funding limitations in upcoming years also need to be considered and planned for.

Stormwater

Stormwater summary

Purpose and scope

The objective of the stormwater assessment is to identify risks and show how these services will be managed by the Christchurch City Council to achieve community outcomes in a sustainable manner.

Stormwater services in Christchurch city

The roles of Council with respect to stormwater drainage services in the city are to coordinate the setting of Community Outcomes and as a service provider. The key service functions of storm water drainage infrastructure are the:

- protection of property, public safety and access
- protection of ecosystems
- creation of productive land

Adequacy of stormwater services

Christchurch city has invested heavily in flood relief works over the past 50 years in response to a series of destructive floods through the 1960s, 1970s and 1980s. A combination of historical investment in physical upgrading works and planning measures has effectively mitigated risks associated with the inundation of dwellings and buildings, and there are few urban development constraints in the city that are not mitigated by planning rules, proper subdivision design and building design.

Investment in urban stormwater services on Banks Peninsula has been more modest, and service improvements are warranted in some Peninsula communities. In rural areas, stormwater is generally disposed of by ground soakage or to watercourses. There are unlikely to be any significant constraints on additional rural-type development related to drainage or disposal of stormwater.

Public health risks

Risks associated with stormwater services

Potential health impacts associated with the stormwater drainage network are:

- Illness caused by contact with micro-biological or chemical contaminants in natural water resources, through the use of streams, rivers, estuaries and beaches for recreational purposes, or drinking potable water drawn from polluted water sources.
- Injury or death caused by falls from stormwater structures or drowning.
- Illness from mosquito bites.

The range of contaminants in stormwater and the extent of environmental impacts on the city's watercourses are:

- Microbiological concentrations, including bacteria, viruses and protozoa, generally exceeding contact recreation guidelines. The main source of contamination in dry weather is believed to be waterfowl. The impact of wet weather pollution is lessened by rain water dilution and the low level of recreational activity at these times.
- Chemical contaminants, including organic compounds, such as hydrocarbons, pesticides and organic wastes, and inorganic compounds, such as metals and metalloids.
- The concentration of heavy metals in stormwater and river sediments exceeding the relevant water quality guidelines for the protection of aquatic organisms.
- Nutrients, including nitrogen and phosphorus, can cause algal blooms and prolific growth of aquatic plants when at elevated levels. There can be extensive growth of algae, especially in the Avon River and Lake Forsyth. This may be evident during warm summer

weather. Lake Forsyth has been opened using the new canal which limits the entry of sea water in the lake. The salinity of the Lake Forsyth water is now lower than during the previous mid-beach lake opening regime. Over these last three years there have been no incidents of serious toxic algae blooms. It is hopeful that this management regime may be a means of limiting these blooms.

Although microbiological concentrations, at times, exceed contact recreation guidelines, neither the Council nor the Medical Officer of Health has any record of injury or illness that is attributable to deficiencies in the design, operation or maintenance of the stormwater network, and health risks are assessed as low.

Risks associated with the lack of a reticulated stormwater drainage system

There are less likely to be stormwater systems in rural areas.

Because of the much larger allotments in rural areas and the higher proportion of permeable, vegetated areas, there are few problems when reticulated stormwater disposal is unavailable.

Assessments of Various Services

Stormwater

Risks to stormwater communities

Assessments of stormwater services were carried out at a “community” level to identify risks to particular communities. (see table below)

Risks to stormwater communities		
Types of communities	Community	Risk assessment
Communities served by public drainage systems	Urban area to receiving waters– drained by street channels, street, sumps, pipes, open water courses and streams	<ul style="list-style-type: none"> • Quality of water in urban rivers and streams continues to degrade due to urban discharges • Increasing risk of land flooding due to inner urban intensification • Developments encroaching on stream setbacks limiting maintenance and stream health • Risk of flooding from increased rainfall intensities and sea level rise related to climate change • Risk of insect borne diseases.
	Banks Peninsula Settlements	<ul style="list-style-type: none"> • Risk of flooding and access difficulties from under–capacity stormwater infrastructure • Water quality from time to time not compliant with ECan rules
	Rural areas serviced by Council maintained streams and drains	Low levels of risk
Communities served by private drainage systems	Rural areas discharging storm–water run–off by either direct soakage to ground or to open drains funded privately	Low levels of risk
	Industrial areas discharging to ground via soakage basins	Risks of ground water contamination through leakage or spills onto ground or contaminants entering soak pits

Environmental risks

Water–quality monitoring indicates that several of the environmental parameters monitored exceed minimum guideline levels. Ecosystems in the majority of streams are in a degraded condition, however the impact on waterway habitats appears to be accepted by the majority of the community and a rigorous debate on the community costs and benefits of markedly improving environmental outcomes is required.

Environment Canterbury has a Natural Resources Plan which sets the rules and water–quality standards with which Council must comply for all existing point source discharges. The City Council has developed a Surface Water Strategy which among other things establishes a programme to develop Stormwater Management Plans (SMPs). These address the six values of Culture, Heritage, Recreation, Ecology, Landscape and Drainage – and are probably better termed Integrated Catchment Management Plans. These SMPs form the basis of Stormwater Discharge Consent applications to the Regional Council so that the City can effectively manage stormwater by authorizing discharges which are managed according to these global consents. To date one of the consents has been granted (South West Area), one other has been lodged (Styx Catchment) and one is in preparation (Avon Catchment). Projects already implemented include both managing new developments and retrofitting stormwater management systems to some existing unmitigated areas.

Assessments of Various Services

Stormwater

Options to address the risk of land flooding due to urban intensification:

- Continuous improvement of stormwater infrastructure, as proposed in the storm water drainage asset management plan;
- An increase in stormwater capacity early in the development cycle.
- Options to address the risk of insect-borne diseases:
- Minimise the potential habitat for insects by minimising the number of open water bodies in the city (i.e. eliminate ornamental and environmental water bodies);
- Limit the number of likely habitats while monitoring for insect nuisances and maintaining an awareness of potential problems. The Council currently implements this option;
- Control insect populations only if an exotic insect establishes in Canterbury.

Climate change and associated effects is a risk which is being addressed with through planning measures advised by the Ministry for the Environment and will be kept under review.

- The risk of groundwater contamination in industrial areas through private stormwater soakage is primarily controlled by Environment Canterbury which authorises these discharges via resource consents. Options available to the Christchurch City Council are:
- Advocate for appropriate levels of environmental protection;
- Construct additional stormwater infrastructure to provide services to at-risk areas.

Council's role

The proposed role of Council is to continue as:

- Facilitator of community consultation to establish community outcomes and service standards for stormwater services;
- Owner of infrastructure delivering public stormwater services to the community;
- Partner to Environment Canterbury and the Ministry of Health in the achievement of regulatory outcomes, and advocate for the community in the setting of environmental standards;
- Monitoring city growth, water quality and the health of habitats, and the development of policies, infrastructure management and Stormwater Management Plans, District Plan measures and public education programmes to ensure environmental and public health standards are achieved.

Wastewater Collection and Treatment

Wastewater summary

This is a compilation of two assessments; the 2005 Council assessment and the 2005 Banks Peninsula District Council assessment. It has also been adjusted to take into account known changes that have occurred since the assessments were prepared.

Methods used to dispose of wastewater

For the purpose of making the assessment, the city has been broken up into a number of separate community classifications. These are Christchurch City urban community, the Banks Peninsula wastewater reticulated communities, the Banks Peninsula non reticulated settlements. In addition there are a significant number of individual premises located away from others on the city fringe and throughout the peninsula with their own individual treatment and disposal systems.

The city urban community is defined by all those properties that are connected to the Council's sewer network that delivers wastewater to the treatment plant at Bromley.

Banks Peninsula Reticulated communities include Lyttelton, Diamond harbour, Governors Bay, Akaroa, Duvauchelle, Robinsons Bay Tikao Bay and part of Wainui. In addition two non Council schemes (Wainui YMCA and Living Springs) are known to be operating.

The Banks Peninsula non-reticulated settlements number approx 14 and include Purau, Charteris Bay, Little River, Birdlings Flat, parts of Wainui, Takamatua, Pigeon Bay and Le Bons Bay.

Wastewater from Christchurch treated at the wastewater treatment plant at Bromley and the treated effluent is discharged into the ocean via the ocean outfall.

Individual stand alone properties use stand-alone schemes for wastewater treatment and disposal. These schemes consist mostly of single-chamber septic tanks with gravity disposal trenches.

Risk assessment

Commissioning of the Ocean Outfall in 2010 has eliminated any health risk associated with the previous Estuary discharge.

Wet weather overflows from the sewer reticulation into the Avon and Heathcote Rivers contribute to the increase the levels of contaminants in these rivers during this time and for a period afterwards, presenting a public health risk to users of the rivers.

Damage to the network as a result of the earthquakes has significantly increased the infiltration of groundwater into the network impacting on both the system capacity and on the frequency and volume of wet weather overflows from the network into the rivers. A significant mitigating factor is the prevalence of low-contact water related activities being discouraged by the poor weather or high river flow conditions that coincide with the sewer overflows. Rebuild and renewal of the most damaged parts of the network will in time reduce the impact of the earthquake damage.

Risks with the Peninsula reticulated schemes are degradation of receiving sea water quality due to discharge of treated effluent, and the Maori cultural concerns in respect to human waste being discharged into water rather than to land or via a land element prior to discharge.

- The main risks associated with septic tanks (particularly when several are in close proximity) are summarised below:

- Treatment plant or disposal field poorly designed leading to a low level of treatment;
- Treatment plant or disposal field poorly maintained leading to uneven distribution of effluent;
- Shallow groundwater leading to contamination of groundwater;
- Poor quality or hydraulically limited soils leading to surface ponding or shallow groundwater contamination.
- Free draining spoils that allow wastewater to drain directly into groundwater or surface water.

The higher risk areas identified are:

- Marshlands owing to its shallow groundwater and peaty soils.
- Wainui consents have been renewed for a land application solution which will include connection of the previously overloaded private YMCA scheme.
- Birdlings Flat due to the potential impact on groundwater quality.
- Little River due to high water table and water quality problems due to its proximity to Lake Forsythe.
- Purau and Charteris Bay due to the increasing numbers of holiday homes with poor septic tanks being used as permanent residences.
- Takamatua due to the number of individual schemes and some poor maintenance practices.
- Aging pipe work particularly Lyttelton, Akaroa and Christchurch allowing increasing volumes of infiltration into the systems and thus overloading treatment plants and causing overflows into water bodies.

Quality and quantity of discharged wastewater

The Christchurch City wastewater system collects about 55 million cubic metres of wastewater each year, transporting it through a series of sewers and pump stations to the treatment plant at Bromley. The advanced secondary treatment process produces a high-quality effluent which is disinfected through the oxidation ponds and into the ocean outfall pipe and discharged three kilometres off shore.

There are also 22 consented locations, and a further 20 recently identified additional overflow locations largely as a result of earthquake damage to the network that discharge during periods of high rainfall, into the Avon and Heathcote Rivers.

There are a considerable number of domestic septic tank systems in operation on the of Christchurch area. These systems consist mainly of single chamber septic tanks with gravity disposal trenches. The estimated volume of effluent associated with this number of tanks is 500–800 cubic metres a day. The effluent quality of these systems is highly variable and dependent on design, construction and maintenance standards adopted by the owners.

Waste Management Strategy

Waste Management Plan 2006

Waste minimisation and the efficient use of our natural resources is fundamental to a sustainable way of life and to the future wellbeing of our city and its residents.

The Council's Waste Management Plan 2006 is focussed on solid waste and establishes a vision, goals and targets for waste in the city. The Plan is in the process of being reviewed, with a 2013 waste minimisation and management plan to be consulted on during April and May 2013, for final consideration by the Council by September 2013.

Vision

A prosperous city, where each person and business takes responsibility for waste minimisation and actively works towards zero waste.

Goals

- Individuals and businesses take greater responsibility for waste minimisation
- Council provides much enhanced reuse and recycling services at the kerbside
- Council supports and incentivises waste reduction, reuse and recycling
- Council ensures that environmentally sound waste disposal services are provided

The 2006 Plan also contains specific targets for the different components of the waste stream.

More than 207,000 tonnes of waste was generated in Christchurch and disposed to landfill in 2011/12, or approximately 524 kilograms for each person in Christchurch. Actions taken to date to reduce solid waste to landfill include, but are not limited to:

- The introduction in early 2009 of a new kerbside collection service for a large part of the city with separate wheelie-bins for recyclables, kitchen and garden waste, and residual waste;
- The commissioning in early 2009 of a new enclosed composting plant and a new mechanised sorting plant for recyclables;
- Offering assistance to businesses to become more resource efficient through the Target Sustainability programme;
- Providing free drop-off facilities for domestic quantities of recyclable materials at Council owned transfer stations;
- Offering free drop-off facilities for domestic quantities of paints and hazardous wastes at Council owned transfer stations;
- Facilitating recycling at public events; and
- Implementing opportunities within the Council to become more resource efficient and sustainable in its operations.

Total waste to landfill has started declining in the recent past; however more needs to be done to achieve the targets contained in the Plan.

Each person in Christchurch can affect how successful we are in meeting our vision, goals and waste reduction targets. How each person and business responds to this challenge will determine our success in making Christchurch a more sustainable place to live.

Water Supply

This is a compilation of two assessments; the 2005 Council assessment and the 2005 Banks Peninsula District Council assessment. It has also been adjusted to take into account known changes that have occurred since the assessments were prepared

How drinking water is obtained

For the purpose of making this assessment, the city has been divided into a number of separate communities: the Christchurch City urban community, the Banks Peninsula water reticulated communities, private community schemes, and the Banks Peninsula non-reticulated settlements.

In addition there are a significant number of individual premises located away from others on the city fringe and throughout the peninsula, with their own individual systems.

The Christchurch City urban community includes Lyttelton, Diamond Harbour and Governors Bay, and several hospitals and schools which have independent supplies within the urban area. The Peninsula has seven reticulated public schemes: Akaroa, Takamatua, Duvauchelle, Wainui, Pigeon Bay, Birdlings Flat, and Little River.

Private schemes number about 12, plus a number of schools, hospitals and Christchurch Airport. The Banks Peninsula non-reticulated settlements number approximately nine and include Purau, Charteris Bay, parts of Le Bons Bay, and Port Levy. The urban fringe community includes supplies on the outskirts of the city.

Christchurch City and the surrounding areas on the plains source their water from wells into the aquifers, extending under the city and the Canterbury Plains. However water sources for Bank Peninsula supplies are from a variety of sources including wells, springs and streams.

Risk assessment

Contamination can occur at any point in the water supply system, being at the source, during treatment, storage or reticulation. The various public supplies provide different levels of treatment or mitigation of these risks resulting in differing probabilities of a contamination event occurring.

The potential risks to each of the supplies with a groundwater source (well) are similar. The main risks identified are summarised below:

- inappropriate repair of earthquake damaged wells, well heads, pumping, pipes and reservoirs
- Ill fitting well heads or access hatches leading to contamination of the source or stored water;
- No residual treatment provided, except for Paparua Prison, leading to risk of contamination of water during storage or reticulation;
- Contamination (protozoa – cryptosporidium and giardia, and faecal) in shallow wells (known as non secure wells)
- Salt water intrusion into aquifers that discharge into the sea;
- Loss of service due to lack of storage or backup electricity;
- Insufficient backflow protection leading to backflow of contaminants into the reticulation from industrial, commercial or domestic premises.

For schemes with surface water sources (streams, springs etc) the potential risks are similar to each other:

- Unsecured access hatches etc on reservoirs leading to contamination of the stored water;
- No residual treatment provided, leading to increased risk of contamination of water during storage or

reticulation (all stream/spring fed public schemes do have treatment);

- Contamination (protozoa – cryptosporidium and giardia) in water source.
- Contamination (faecal) from animals in vicinity of water sources as well as from poorly performing septic tanks etc.
- Insufficient backflow protection leading to backflow of contaminants into the reticulation.

All these risks can be treated in order to reduce the probability of a contamination event occurring. Christchurch City Council has Public Health Risk Management Plans in place. Operators of other supplies have some preventative measures in place. Additional water quality testing may be necessary to guard against any public health risks resulting from some of these risks.

Quality and adequacy of drinking water

Most of the water supplies have sufficient water to meet their current demand. Akaroa is the immediate exception, but growth in some other smaller communities may be limited due to the water scheme. The North West supply zone of the City has a very good history for water quality but the relatively shallow groundwater (wells) does not meet the technical requirements to be classified as low risk.

Dirty water overloading treatment processes during storm events is an issue with a number of peninsula supplies. Also treatment processes for most of the peninsula schemes do not meet Ministry of Health standards. Rudimentary controls and the lack of remote (electronic) monitoring limit the performance of these schemes.

The Council currently abstracts over 50 million cubic metres of water a year for its reticulated supply. This

Assessments of Various Services

Water Supply

represents about half of the water taken annually within the city boundaries.

The policies and rules set out in Chapter 4 and 5 of Environment Canterbury's proposed National Resources Regional Plan have been developed to ensure no significant long-term decline in groundwater levels as a result of abstraction; no significant long-term decline in water quality as a result of land-use activities, particularly the Christchurch aquifers source water and no contamination of groundwater as a result of abstraction. These rules will ensure that the long-term sustainability of the aquifers as a water source is protected. It is expected that the new Land and Water plan currently under preparation will aim to achieve the same objectives and policies and contain similar rules to achieve those.

However the geology of the peninsula is predominantly fractured volcanic basalt and much of it is steep and rocky. Groundwater is generally only located in fractured rock near streams and the water quality is highly variable.

There are no major rivers on the peninsula and so most water supplies are sourced from small streams on farmed land. In general, this area is poor for water quantity and quality and droughts severely aggravate the problem. Water restrictions can be severe.

Christchurch City groundwater is well known for its high quality. As a result, this water has not needed to be treated to date to meet drinking water standards. Paparua Prison, in the Urban Fringe community, is the only supply which treats its water with a chlorine solution to provide residual treatment. There is no infection incidence data suggesting that any of the sources of drinking water in either the Urban or Urban Fringe Communities have been a cause of water-borne diseases.

The Council-owned water supply schemes are operated by adequately trained staff to ensure compliance with the New Zealand Drinking Water Standards. The training and qualifications of the operators of non-council-operated supplies have not been established. Supplies to schools are generally operated by school caretakers with only a rudimentary understanding of their supply systems. It is believed that preventative maintenance is generally not practiced on school supplies. The hospital, airport and prison supplies appear to be operated by personnel knowledgeable in the operation and maintenance of water-supply systems. They have preventative maintenance systems in place.

Current and estimated future demands

The current total annual consumption from the Christchurch City Water Supply is about 50 million cubic metres per year. The Council has consented approvals with Environment Canterbury to draw in about 75 million cubic metres per annum from the aquifers serving the city. The peak demand for the whole city is about 21,000 cubic metres an hour. Accurate consumption figures are not available for the non-Council-operated supplies.

Future demand for the Council-operated supplies is assessed in detail in the Water Supply Asset Management Plan. The population served by the Christchurch City Water Supply is expected to increase by about 7% in the next 10 years. A large proportion of the peak water demand in Christchurch is for domestic irrigation. For new greenfield developments the peak demand will increase proportionally to the number of households. Infill housing decreases the irrigable land area and therefore does not increase peak demand. Only a small

increase in the total annual consumption is expected because of the demand management methods already in place. The Water Supply Activity Management Plan includes an aim to reduce consumption from 369 Cubic Metres/property/annum 2007/08 to 321 Cubic Metres/property /annum in 2019/20.)

Future demands are not expected to increase for non-council urban suppliers. Of the known private schemes, only the Christchurch Airport and Paparua Prison are predicting an increase in demand. The increase is expected to be in the order of 10% to 15%.

The Health (Drinking Water) Amendment Act (2007) requires greater responsibilities with regard to the quality of water supplied. This may become too onerous for many non-council suppliers and therefore increased demand for the council provided supply may result.

Options to meet the demand

Demand resulting from population growth can be met in the following ways:

- construction of additional pumping stations, wells and other infrastructure to increase capacity to help meet peak demands up to the agreed maximum take levels as stipulated in Environment Canterbury consents
- implementation of demand management programmes, including public education to encourage efficient water use, water loss reduction programmes, implementation of water restrictions
- water system modelling to identify operational changes to increase system efficiencies, monitor effectiveness of capital works and rehabilitation programmes, assist with pipe sizing and capacities required

Assessments of Various Services

Water Supply

Options to meet demand related to non-secure groundwater sources can be met by:

- additional water quality testing
- addition or upgrading of water treatment
- connection to Council reticulated supply, for non-council supplies
- drilling new wells into secure (deeper) sources. Options to meet demand related to supplies in areas with septic tanks and insufficient drainage:
- further investigation to establish if there is a public health risk
- ensure supplies are operated correctly
- addition to or upgrading of water treatment
- abandon existing supply and connect to Council reticulated supply.

Options to meet demand related to the Health (Drinking Water) Amendment Bill and the greater responsibilities with regard to the quality of water supplied:

- continue to manage own supply ensuring staff are adequately trained and risk management procedures are in place
- employing external qualified staff to operate and maintain supply and manage risks
- addition or upgrading of water treatment, or the drilling of new deeper wells
- renewals programmes to retain assets in acceptable condition
- backflow protection programme to reduce the risk of backflow of contaminants into the reticulation
- abandon existing supply and connect to Council reticulated supply.

Council's role in meeting the demand

Most of the responsibility for ensuring water supplies are appropriate rests with the local Medical Officer of Health (Community Public Health Unit of Christchurch District Health Board) who is charged with this responsibility through the Health Act and via administration arrangements with the Ministry of Health.

The Council's role will be to ensure its own public water supply system is managed in an appropriate manner to meet compliance and community needs.

It is expected that any new infrastructure for growth will be funded by developers. The Council may consider assistance with funding of the service where there are significant public health issues. This would be assessed on a case-by-case basis. The Council may also have a future role to liaise with water scheme owners and other agencies, such as Environment Canterbury and Community Public Health, to ensure appropriate water supply arrangements are in place to meet the total community's reasonable needs. This would be assessed on a case-by-case basis.

Proposals for meeting the demand

The Health (Drinking Water) Amendment Act (2007) requires water-supply owners to construct, manage and monitor the supplies in a manner that will ensure acceptable levels of risk are achieved.

The Christchurch City Council, for its own supply, is already implementing plans to meet future demand. This includes:

- capital works programmes to provide additional infrastructure for growth
- demand management programmes to reduce per capita consumption
- implementation of Public Health Risk Management Plans

- a projected increase in the operating budget to cover likely additional water-testing and compliance requirements
- upgrading of water treatment at most Banks Peninsula schemes
- consideration of options for Akaroa and Takamatua schemes to overcome demand and water quality issues
- water system modelling to identify operational changes to increase system efficiencies, monitor effectiveness of capital works and rehabilitation programmes, assist with pipe sizing and capacities required
- renewals programmes to retain assets in acceptable condition
- backflow protection programme to reduce the risk of backflow of contaminants into the reticulation
- provision of programmed water treatment and/or deeper wells for the Christchurch North West zone.

The Council will consider applications to connect to the supply from non-council-operated supplies within the reticulated area, although there may be restrictions on the size of connection that can be made. Non-council supplies outside the city's reticulated area may also apply but permission to connect will be made on a case-by-case basis. Extension of reticulation beyond appropriate land use zonings will not generally be allowed. Assistance with funding to connect, where there are public health issues, will also be assessed on a case-by-case basis.



Funding Impact Statement and Rating Policies

Christchurch City Three Year Plan
Christchurch Ōtautahi

Funding Impact Statement and Rating Policies

Funding Impact Statement

This Funding Impact Statement sets out the sources of operating funding Council will use to fund its activities over the period covered by the 2013-2016 Three-year Plan. These funding sources were developed from an analysis of the Council activities and funding requirements which is set out in the Revenue and Financing Policy.

Detailed information about sources of operating funding

General rates, uniform annual general charges and rates penalties

Rates and uniform annual general charges and rates penalties are derived in accordance with the Council's rating policy as set out below.

Subsidies and grants

Subsidies and grants are primarily received from NZTA in support of the Streets activities.

Fees, charges and rates penalties

Fees and user charges are developed from the various pricing policies under the Activity Management Plans for each Group of Activities. The effect of any fee or charge levied by Council is to reduce the amount of funding the Council needs to source from rates. The volume of fees and charges is planned to increase in years two and three as the rebuild gains momentum. The key increases are due to increased building consents and inspection revenue, parking fees and sales from the Art Gallery shop.

Earthquake recoveries

Earthquake recoveries reimburse the Council for response costs and temporary works. The funds are received under the National Civil Defence and Emergency Management Plan, administered by Canterbury Earthquake Recovery Authority to reimburse local government for 60%- 100% of the costs incurred as a result of a disaster. These funds are planned to reduce gradually over the three year period as work progresses.

Interest and dividends

The Council receives dividends from some of the various CTOs that it owns or has an ownership interest in. The Council also receives interest from its financial investments and loans to various Council controlled and community organisations. The effect of any dividends or interest received by the Council is to reduce the amount of funding Council needs to source from rates. The Christchurch City Holdings Limited dividend has increased by \$6 million over the 2012/13 year and remains largely unchanged for the period of this plan. The Transwaste dividend increases from \$2.6 million in year one to \$3.2 million in year three.

Interest costs are \$39.2 million in year one, and increase to \$75.1 million in year three as debt increases.

Detailed information about sources of capital funding

Grants and subsidies

The grants, subsidies, and other funds collected by the Council are set out in the various Activity Management Plans. The largest single grant or subsidy received by the Council is the approximately \$20m received from the New Zealand Transport Agency to support Council's Streets activities. The effect of any grant or subsidy collected by the Council is to reduce the amount of funding Council needs to source from borrowings.

Capital Grants and Subsidies are planned to increase by \$8.6 million to \$17.6 million in year one, and by a further \$5.4 million in year two, before dropping slightly.

Development contributions

Development contributions are charged to property developers to recover the estimated cost of increasing the capacity of the city's community facilities to meet the needs of growth. A detailed explanation of development contributions is provided in the Development Contributions Policy.

Development contribution revenue is expected to increase by \$9 million to \$18 million in year one, and by a further \$5 million in year two, before levelling out. This reflects the growth in sub-divisions scheduled to replace the residential red zone land.

Earthquake recoveries

Earthquake recoveries are comprised of the proceeds from insurance policies, reimbursement from the Crown, and NZ Transport Agency subsidies. As the recovery gains momentum this source of funding becomes more significant. It drops away over the period of the Three-year Plan and ceases altogether in 2018/19.

Asset Sales

Asset sales have increased to \$58.3 million in year one and \$6.8 million in year two due to the sales of those central city properties which form part of the Central City Development. Thereafter they are forecast to drop back to normal levels of around \$1 million.

Borrowing

Council's capital expenditure is financed under the policy outlined in the Revenue and Financing Policy. As a general principle Council borrows to provide the funding necessary to purchase or construct new long-term or infrastructural assets. In some instances Council will also borrow to fund grant expenditure that is classified as operating expenditure in Council's financial statements, but which is provided to fund capital expenditure. For example, funding provided to the Canterbury Museum Trust Board for additions to the Museum buildings.

All borrowing is carried out in accordance with the Liability Management Policy.

Reserve funds (shown in the table as a net figure under applications)

Council maintains a number of reserve funds. Many of these have resulted from bequests or gifts to the city, while others are the result of specific decisions by Council (such as the Capital Endowment Fund) or the exercise by

Funding Impact Statement and Rating Policies

Council of its statutory powers (such as for the collection of financial contributions under the Resource Management Act). These funds are invested by the Council in accordance with its Investment Policy, and funds are drawn from individual reserves for expenditure that meets the purpose of that reserve.

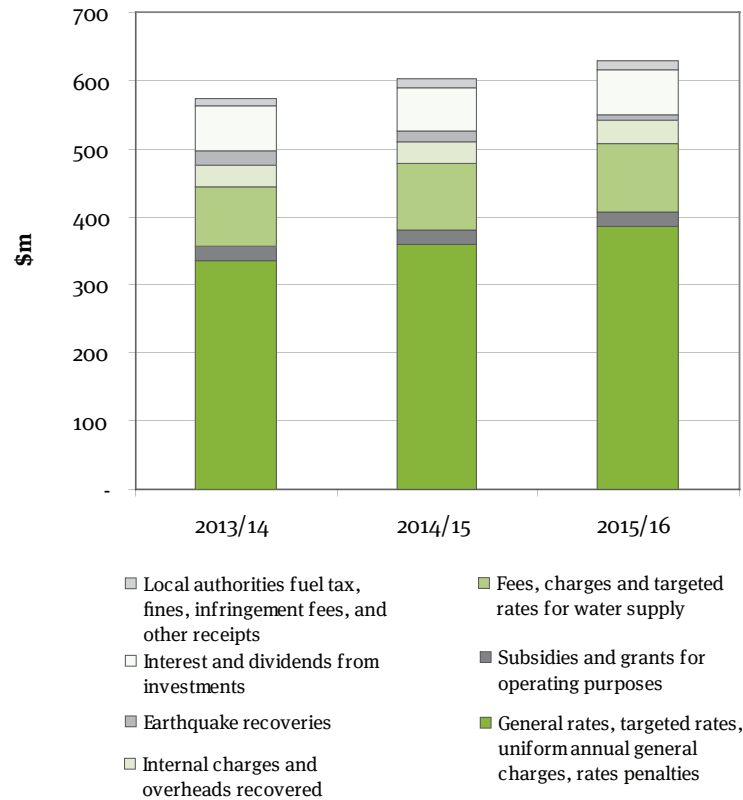
Funding impact statement for 2013 - 2016

Annual Plan 2012/13		Three-year Plan 2013 - 2016			Annual Plan 2012/13		Three-year Plan 2013 - 2016		
	\$000	2013/14	2014/15	2015/16		\$000	2013/14	2014/15	2015/16
Sources of operating funding					Sources of capital funding				
188,023	General rates, uniform annual general charges, rates penalties	231,738	250,167	269,446	9,032	Subsidies and grants for capital expenditure	17,649	23,036	19,349
123,150	Targeted rates	103,256	108,661	115,159	8,655	Development and financial contributions	18,000	22,604	21,140
20,781	Subsidies and grants for operating purposes	20,636	22,368	21,404	386,137	Earthquake recoveries	416,194	434,905	386,011
92,123	Fees, charges and targeted rates for water supply	88,944	96,491	99,723	194,269	Increase (decrease) in debt	202,931	464,103	453,741
23,816	Internal charges and overheads recovered	32,322	32,635	34,339	1,205	Gross proceeds from sale of assets	58,292	6,768	1,296
27,408	Earthquake recoveries	20,172	15,139	8,019	-	Lump sum contributions	-	-	-
61,343	Interest and dividends from investments	65,029	63,715	66,147	599,298	Total sources of capital funding	713,066	951,416	881,537
11,503	Local authorities fuel tax, fines, infringement fees, and other receipts	11,727	12,062	13,847		Applications of capital funding			
						Capital expenditure			
548,147	Total operating funding	573,824	601,238	628,084	46,383	- to replace existing assets	62,637	74,514	81,813
	Applications of operating funding				642,335	- earthquake rebuild	682,742	800,217	772,287
398,100	Payments to staff and suppliers	384,738	389,700	384,805	67,370	- to improve the level of service	58,956	54,593	33,262
36,384	Finance costs	39,176	52,876	75,123	88,574	- to meet additional demand	57,930	86,957	88,820
23,816	Internal charges and overheads applied	32,322	32,635	34,338	(193,537)	Increase (decrease) in reserves	(94,883)	1,259	2,034
38,020	Other operating funding applications	63,272	59,903	37,139	-	Increase (decrease) of investments	-	-	-
496,320	Total applications of operating funding	519,508	535,114	531,405	651,125	Total applications of capital funding	767,382	1,017,540	978,216
51,827	Surplus (deficit) of operating funding	54,316	66,124	96,679	(51,827)	Surplus (deficit) of capital funding	(54,316)	(66,124)	(96,679)
					-	Funding balance	-	-	-

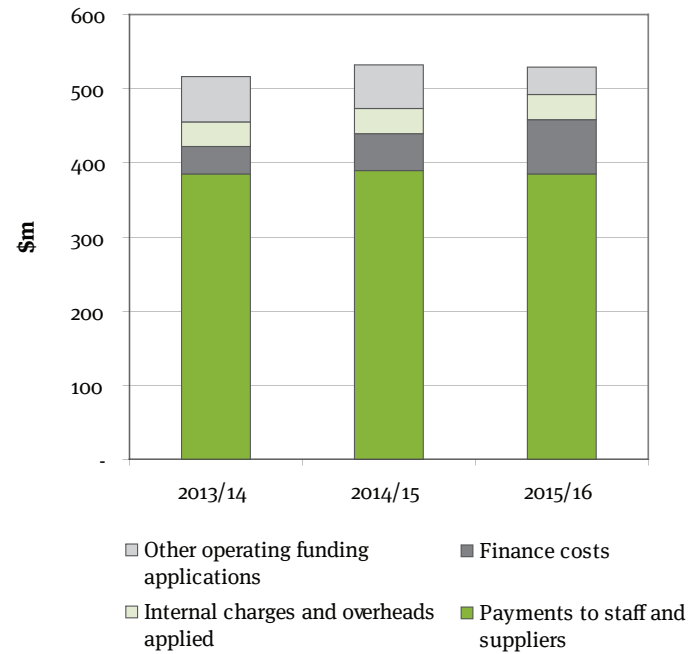
The asset sales listed in the table above relate to land sales to the Central Christchurch Development Unit for The Frame and for the Anchor Projects. A small allowance is also included for the sale of Council vehicles at the end of their useful life and for other surplus Council land sales.

Funding Impact Statement and Rating Policies

Sources of operational funding for the period 2013-2016:

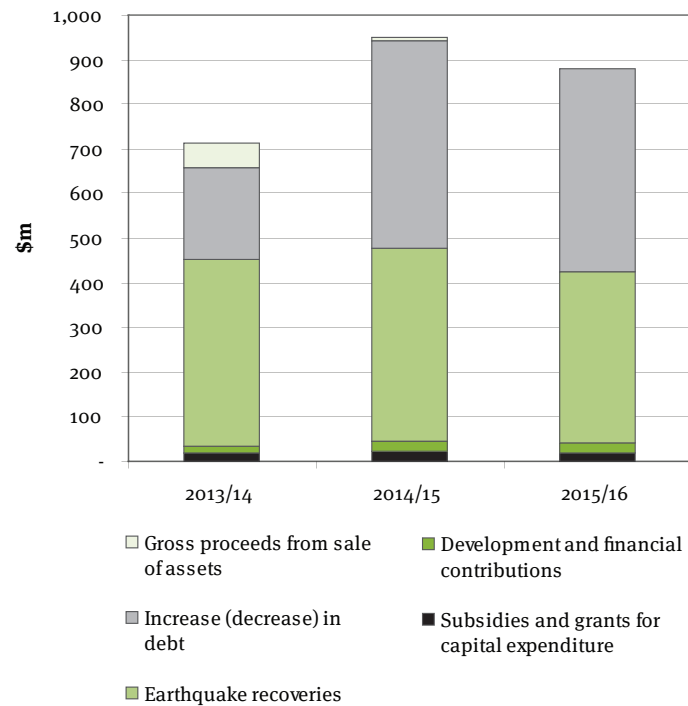


Applications of operational funding for the period 2013-2016:

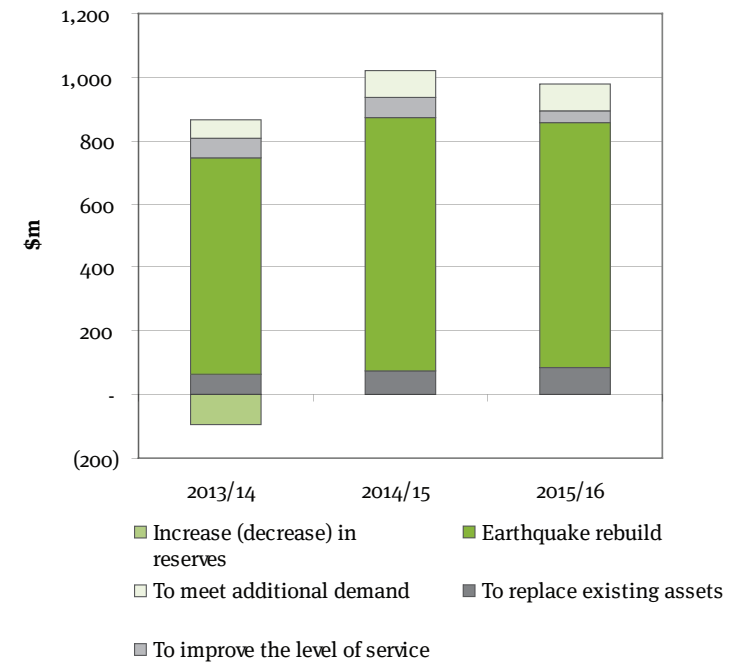


Funding Impact Statement and Rating Policies

Sources of capital funding for the period 2013-16:



Applications of capital funding for the period 2013-16:



Funding Impact Statement and Rating Policies

Table of Rates Collected

Funding Impact Statement

	2013-14 Draft Three-year Plan \$000
Rates Collected	
General Rate	240,025
Uniform Annual General Charge	20,618
Targeted Rates	
Water Supply	
Full Charge	27,162
Half Charge	313
Restricted Supply	139
Excess Water ¹	-
Fire Service Connection	101
Land Drainage	20,278
Sewerage	46,030
Waste Minimisation	24,722
Active Travel	3,508
Governors Bay Water Loan	18
Governors Bay Sewer Loan	29
	382,943
including GST of	49,949
	332,994

Note 1. Excess Water, although a rate, is accounted for as a user charge in the Three Year Plan.

Rating Policy

Rates are used by Council to fund the balance of its costs once all other funding sources are taken into account.

Christchurch City Council sets rates under Clause 15 of Schedule 10 of the Local Government Act 2002 and Section 23 of the Local Government (Rating) Act 2002.

The Council has set rates totalling \$333 million (excluding GST) for the 2013-2014 financial year in accordance with the policies detailed in this Three-year Plan.

Valuation system used for rating

The Council uses capital value, (the value of the land plus any improvements) to determine those rates which are set based on the rateable value of a property.

The value of each rating unit is set by independent valuers and is based on values as at 1 August 2007. A rating unit is the property which is liable for rates and is generally a separate property with its own certificate of title.

Clause 6(2) of the Canterbury Earthquake (Rating Valuations Act – Christchurch City Council) Order 2011, limits any changes to rating valuations to situations where:

- rating units are created or abolished, or the boundaries between rating units are adjusted (i.e. subdivisions);
- new work or building takes place which increases the value of improvements beyond that currently on the District Valuation Roll for that rating unit;
- errors exist that pre-date 4 September 2010, or omissions;
- individual buildings on a rating unit have been totally demolished or total demolition has been ordered by an appropriate authority – the local authority, CERA, or the National Civil Defence Controller during the state of national emergency;

- changes have occurred in the provisions of an operative district plan; or
- administrative alterations (e.g. changing the name of a ratepayer as a result of a property sale).

Effectively this means that property valuations will not reflect any change in value caused by earthquake damage. The only changes to property values will be to reflect subdivisions, new buildings or improvements, demolitions, zoning changes, or error corrections.

Work is currently underway to determine whether there is a sufficiently robust market in which to carry out a city wide revaluation during the 2013 calendar year. If so, the values will be used as the basis for the 2014-2015 rating year.

Where the parts of a rating unit can be allocated to different categories (Business, Residential, and Rural), the Council will apportion the rateable value of that rating unit among those parts, in order to calculate the overall liability for the rating unit.

Re-assessing rates within the rating year

The Canterbury Earthquake (Rating) Order 2012 allows the Council to re-assess rates on properties as the value of that property changes throughout the year as the result of demolition, new building, or subdivision. This means that, as a property is demolished, constructed or improved, or subdivided rates would be reassessed on the new value from the first of the following month.

Inspection of rates information

The capital values, the District Valuation Roll, and the Rating Information Database information, along with liability for 2013-2014 rates for each rating unit are available for inspection on the Council's Internet site (www.ccc.govt.nz) under the heading 'Rates info' or by enquiry at any Council Service Centre.

Funding Impact Statement and Rating Policies

Rates for 2013-2014

The rates described below will be set for the rating year commencing 1 July 2013 and ending 30 June 2014.

All of the rates and amounts set out in this Policy include GST of 15 percent.

General rates

General rates are set on capital values on a differential basis for rating units liable for general rates under the Local Government (Rating) Act 2002.

Purpose of general rate:

General rates [including the Uniform Annual General Charge, (UAGC)] provide for just over two thirds of the total rate requirement of the Council, being the net rate requirement after targeted rates are determined. General rates (and UAGCs) therefore fund all activities of the Council except those funded by targeted rates.

As a result of the series of Canterbury earthquakes Council will record operating deficits in the financial years 2013/14 to 2015/16. The Council resolved to borrow to fund these deficits and repay the borrowing by a 1.93 per cent increase in rates added to the General rate for each of those years. This has increased from the original calculations which increased rates by 1.76 per cent in 2011/12 and 1.82 per cent in 2012/13.

Differential rates

Differential rating is used for General rates only. Other targeted rates are set without differentials. The quantum of General rates required from each differential sector is based on the Revenue and Financing Policy and Funding Impact Statement calculations on an activity-by-activity basis, giving the Council-wide rate requirement.

The differential basis and the definition of differential categories used for assessing General rates are as follows:

Business

Any rating unit which is:

- a. used for a commercial or industrial purpose (including travellers and special purpose accommodation, offices and administrative and associated functions, and commercially-owned and operated utility networks); or
- b. land zoned Business, Central City, Commercial, Industrial or Rural-Industrial (or equivalent zoning) in the City Plan administered by the Council, situated anywhere in the city, except where the predominant use is residential.

Residential and other properties

Any rating unit which is:

- a. used for residential purposes (including home-ownership flats); or
- b. land zoned Living, Residential (or equivalent zoning) or Rural-Residential, Small Settlement, Papakainga, Akaroa Hill Slopes, Residential Conservation or Boat Harbour in the City Plan administered by the Council, and is within the sewered area and used other than for a commercial or industrial purpose (including travellers and special purpose accommodation, offices and administrative and associated functions); or
- c. a Council-operated utility network; or
- d. land not otherwise classified as Business or Rural Non-Residential.

Rural (Farming and Forestry)

Any rating unit which is:

- a. zoned residential or rural in the City Plan administered by the Council and situated outside of the sewered area, and where the rating unit is:
 - i. used solely or principally for agricultural, horticultural, pastoral or forestry purposes or the keeping of bees or poultry; or
 - ii. vacant land not otherwise used.

For the purposes of clarity it should be noted that the Rural (Farming and Forestry) classification does not include any rating unit which is:

- i. used principally for industrial (including quarrying) or commercial purposes (as defined in Business above); or
- ii. used principally for residential purposes (including home-ownership flats).

For the purposes of the differential sector definitions in this part of the Plan, the City Plan means the operative City Plan of the Christchurch City Council and any parts of the transitional or proposed district plans of any former local authority that are operative.

The objective of differentials is to implement the Revenue and Financing Policy and in particular:

- allow for a higher rate requirement on the Business sector from the Road Network activity. Analysis by the Council shows that the majority of expenditure on maintaining the City's streets and roadways is incurred because of the movement of heavy vehicles. The movement of cars causes comparatively little damage. The Business sector is the primary cause of, and beneficiary of, heavy traffic movements.

The Business differential is reviewed every three years. For the 2013-2014, 2014-2015 and 2015-2016 rating years the differential factor for Business properties has been set at 1.571, meaning that for every dollar of capital value a Business ratepayer would pay 57% more General rates than a Residential and Other property. This is a decrease of 9% on the same differential as set for the 2010/11, 2011/12 and 2012/13 rating years. When total rates are considered, rather than just the General Rate, Business ratepayers pay around 35 percent more rates than residential properties with the same value.

Funding Impact Statement and Rating Policies

- a reduced general rate applied by capital values for the Rural sector to reflect generally the remote location from services and the assumed lower consumption of services for each rating unit. The reduced rates are 67% of the General rate decimal applicable to the Residential and Other sector (excluding UAGCs). This differential has been changed from 75%. Large variances in maintenance costs, particularly in the Sewerage Targeted Rate have resulted in greater fluctuations in the General rate than has ever been the case in the past, which impacts on rural ratepayers who, primarily, pay only general rates. It is intended that over time, the differential will return to 75%.

General Rates (in cents per dollar of capital value) for the 2013-2014 year are:

Differential category	Rate decimal (cents / \$)	Differential factor	Revenue (\$'000)
Business	0.456601	1.571	68,337
Residential and Other	0.290625	1.000	165,812
Rural (Farming and Forestry)	0.193750	0.670	5,876

Uniform Annual General Charge

The Council has decided a portion of General rates is to be assessed as a UAGC per rating unit on each separately-used or inhabited part of a rating unit. This is not based on a calculation of part of any activity costs but is assessed to be a reasonable amount to charge.

The UAGC is set under section 15(1)(b) of the Local Government (Rating) Act 2002.

Purpose of the UAGC:

The uniform charge modifies the impact of rating on a city-wide basis ensuring all rating units are charged a fixed amount to recognise the costs, associated with each property, which are uniformly consumed by the inhabitants of the community.

The Uniform Annual General Charge is assessed on each separate rating unit or, if relevant, on each separately used or inhabited part of a rating unit. It is set under section 15(1)(b) of the Local Government (Rating) Act 2002.

Multiple Uniform Annual General Charge per rating unit

The Council will charge multiple uniform charges against each separately-used or inhabited part of a rating unit provided such UAGC is not subject to a rate remission under the policy.

The basis of a unit of occupancy is that which can be separately let and permanently occupied. For the purposes of this charge, where the occupancy is an accessory to, or is ancillary to, another property or part thereof, no separately used part exists. For example:

- not separately used parts of a rating unit include:
 - a residential sleep-out or granny flat without independent kitchen facilities;
 - rooms in a hostel with a common kitchen;
 - a hotel room with or without kitchen facilities;
 - motel rooms with or without kitchen facilities;
 - individual storage garages/sheds/partitioned areas of a warehouse;
 - individual offices/premises of partners in a partnership.
- separately used parts of a rating unit include:
 - flats/apartments;
 - flats which share kitchen/bathroom facilities;
 - separately leased commercial areas even though they may share a reception.

Uniform Annual General Charge (UAGC) for common usage rating units

Section 20 of the Act precludes the Council from charging UAGCs where contiguous land is in common usage and in the same ownership. In addition, Council has resolved on a remission policy that will allow it to remit the additional UAGCs on contiguous land in common usage where the rating units are not in the same ownership name.

Also remission of the charge will be considered where Council has determined that a building consent will not be issued for the primary use of the land (under the City Plan).

Differential category	Uniform Annual General Charge (\$)	Revenue (\$'000)
Business	117.56	2,124
Residential and Other	117.56	18,130
Rural (Farming and Forestry)	117.56	364

Targeted rates

Targeted rates are set under sections 16(3)(b), 16(4)(a), 18(1), schedule 2 clause 5, and schedule 3 clause 8 of the Local Government (Rating) Act 2002.

There is no differential applying to these targeted rates.

Water Supply Targeted Rate – full charge and half charge:

The purpose of this rate is to recover the net operating cost of water supply. It is assessed on every separately rated property to which water is supplied through the on-demand water reticulation system. The half charge is assessed on rating units which are serviceable, i.e. situated within 100 metres of any part of the on-demand water reticulation system, but which are not connected to that system.

Liability for the Water Supply Targeted Rate is calculated as a number of cents in the dollar of capital value.

Funding Impact Statement and Rating Policies

Categories	Rates decimal (cents / \$)	Revenue (\$'000)
Connected	0.037458	27,162
Serviceable	0.018729	313

Restricted Water Supply Targeted Rate:

The purpose of this rate is to recover the net operating cost of water supplied through restricted water supply systems. A Restricted Water Supply Targeted Rate is assessed on every rating unit receiving the standard level of service as defined by the City Water and Waste unit manager. Where a rating unit receives multiple levels of service, they will be assessed multiple Restricted Water Supply Targeted Rates.

Liability for the Water Supply Targeted Rate is calculated as a uniform amount for each standard level of service received by a rating unit.

Categories	Rates (\$)	Revenue (\$'000)
Connected	165.00	139

Land Drainage Targeted Rate:

The purpose of this rate is to recover the net operating cost of waterways and land drainage. It is assessed on every separately rated property which is within the serviced area. The serviced area is that of the current land drainage area extended to include all developed land within the city or where there is a land drainage service and also includes:

- the areas of Banks Peninsula zoned:
 - Akaroa Hillslopes
 - Boat Harbour
 - industrial
 - Lyttelton Port
 - Papakaianga
 - recreation reserve

- residential
- residential conservation
- small settlement
- town centre

- those Land Drainage areas in Okains Bay and Purau that have been charged Land Drainage Targeted Rates

Liability for the Land Drainage Targeted Rate is calculated as a number of cents in the dollar of capital value.

Categories	Rates decimal (cents / \$)	Revenue (\$'000)
Within serviced area	0.028560	20,278

Sewerage Targeted Rate:

The purpose of this rate is to recover the net operating cost of wastewater collection, treatment and disposal. It is assessed on every separately rated property which is in the serviced area.

Liability for the Sewerage Targeted Rate is calculated as a number of cents in the dollar of capital value.

Categories	Rates decimal (cents / \$)	Revenue (\$'000)
Within serviced area	0.061962	46,030

Waste Minimisation Targeted Rate:

The purpose of this rate is to recover the net operating cost of the collection and disposal of recycling and organic waste.

The Full Charge is assessed on every separately used or inhabited part of a rating unit, as defined by the UAGC definition, in the serviced area.

The charge will be made to non-rateable rating units where the service is provided.

The charge will not be made to rating units in the serviced area which do not receive the service as defined by the City Water and Waste unit manager. These may include:

- rating units (land) on which a UAGC is not made,
- land which does not have improvements recorded,
- land with a storage shed only and the capital value is less than \$30,000,
- Central Business District properties (as defined by the CBD refuse map).

Where ratepayers elect and Council agrees, additional levels of service may be provided. Each additional level of service will be rated at the Full Charge.

For rating units outside the kerbside collection area, where a limited depot collection service is available, a uniform targeted rate of 75% of the full rate will be made.

Liability for the Waste Minimisation Targeted Rate full charge and part charge is calculated as a uniform amount for each rating unit receiving service.

Categories	Rates (\$)	Revenue (\$'000)
Full charge	151.08	24,528
Part charge	113.31	195

Water Supply Fire Connection Rate

The purpose of the Water Supply Fire Connection Rate is to recover costs of water supply fire connection on a per-connection basis. It is assessed on a uniform basis to the rating units serviced.

Categories	Rates (\$)	Revenue (\$'000)
Connected	103.27	101

Funding Impact Statement and Rating Policies

Excess Water Supply Targeted Rate

The purpose of the Excess Water Supply Targeted Rate is to recover water-supply costs beyond those included in the water-supply rates. It is assessed as the water meters are read on every separately rated liable property as defined by the bylaw (see below) which has a metered water supply, and invoiced after each reading.

This targeted rate is set under section 19(2)(b) of the Local Government (Rating) Act 2002, in addition to sections 16(3)(b), 18(1), schedule 2 clause 5, and schedule 3 clause 8 of the Local Government (Rating) Act 2002.

Categories	Rates (\$ per m ³ of excess water supplied)	Revenue (\$'000)
Liable	0.67	2,650

Rating units having an ordinary supply as defined in the Water Related Services Bylaw 2008, i.e. non-commercial consumers being principally residential single units on a rating unit, will not be charged an excess water supply targeted rate.

Consumers having an extraordinary supply are the liable rating units for this rate. For the purposes of this policy extraordinary supply is defined as water that is not ordinary supply as defined in the Water Related Services Bylaw 2008 and includes water supplied to:

- land under single ownership on a single certificate of title and used for three or more household residential units
- boarding houses
- motels
- rest homes
- fire protection systems

Each liable rating unit has a water allowance. Water used in excess of this allowance will be charged at the rate of 67 cents per cubic meter.

The water allowance is determined by dividing the Water Supply Targeted Rate assessed on the rating unit by an allowance factor. The allowance factor unit rate will be determined by Council resolution from time to time and is now 67 cents. The water allowance is 1 cubic meter for each complete 67 cents (the factor) of the targeted water rate assessed. It is determined following the annual rates assessment and is expressed as a daily allowance that is the total water allowance for the rating unit divided by 365 with a minimum of .6986 cubic meters per day. The daily allowance shall continue until the next rates assessment is issued for the rating unit.

The annual rates assessment identifies those ratepayers who are potentially liable for excess water charges. It does not include the calculated liability as the water reading does not coincide with the assessment. Water meters are read progressively throughout the year. Following each reading, a water-excess charge invoice is issued for those rating units which are liable. The invoice will refer to the assessment and will bill for the consumption for the period of the reading.

The latest water allowance will be used, calculated on a daily basis.

Where two or more rating units share a water meter and have, in the opinion of the Council, a common usage, the readings and allowances may be aggregated, not withstanding the charge is payable by the ratepayer of the rating unit to which the meter is attached.

Active Travel Targeted Rate

The purpose of this rate is to contribute to the Active Travel Programme and specifically fund the cycleways projects.

The charge is assessed on every separately used or inhabited part of a rating unit, as defined by the UAGC definition, within the serviced area.

Categories	Rates (\$)	Revenue (\$'000)
Residential	20	3,084
Business	20	361
Rural	20	62

Uniform Targeted Rates for loan servicing costs for the Governors Bay water and sewerage Schemes

The Uniform Targeted rates for loan servicing costs for the Governors Bay water and sewerage schemes is a continuation of the original agreements between liable ratepayers and the Banks Peninsula District Council to fund the capital costs of those schemes. These uniform charge rates are charged only to rating units where the ratepayer elected to pay the capital contribution over time rather than as a lump sum.

These rates will end on 30 June 2016.

Categories	Rates (\$)	Revenue (\$'000)
Liable rating units: sewerage loan	179.91	29
Liable rating units: water supply loan	113.47	18

Indicative rates

The following table shows the impact of Christchurch City Council rates for 2013-2014 against those for the 2012-2013 year:

Rates Payable

		2012/13	2013/14				2012/13	2013/14	
		Rates	Rates (incl. GST)				Rates	Rates (incl. GST)	
		(incl. GST)					(incl. GST)		
Capital Values			TOTAL				TOTAL		
Residential		\$	\$	% change		\$	\$	% change	
200,000		1,047	1,126	7.5%					
300,000		1,440	1,544	7.2%					
322,000	Median Capital Value	1,527	1,637	7.2%					
383,000	Average Capital Value	1,766	1,892	7.1%					
400,000		1,833	1,963	7.1%					
500,000		2,226	2,382	7.0%					
600,000		2,619	2,800	6.9%					
700,000		3,012	3,219	6.9%					
800,000		3,405	3,637	6.8%					
900,000		3,798	4,056	6.8%					
1,000,000		4,190	4,475	6.8%					
Business									
200,000		1,353	1,458	7.7%					
300,000		1,899	2,042	7.6%					
400,000		2,445	2,627	7.5%					
500,000		2,990	3,212	7.4%					
600,000		3,536	3,796	7.4%					
700,000		4,082	4,381	7.3%					
800,000		4,627	4,965	7.3%					
900,000		5,173	5,550	7.3%					
1,000,000		5,719	6,134	7.3%					
2,000,000		11,176	11,980	7.2%					
5,000,000		27,547	29,518	7.2%					

		2012/13	2013/14	
		Rates	Rates (incl. GST)	
		(incl. GST)		
Capital Values			TOTAL	
Rural		\$	\$	% change
(not water, sewerage, or drainage rates, but includes part waste minimisation rate)				
200,000		573	638	11.4%
300,000		747	832	11.4%
400,000		920	1,026	11.5%
500,000		1,094	1,220	11.5%
600,000		1,268	1,413	11.5%
700,000		1,442	1,607	11.5%
800,000		1,615	1,801	11.5%
900,000		1,789	1,995	11.5%
1,000,000		1,963	2,188	11.5%



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November 2012

Canterbury Museum

Financial Policies

Christchurch City Three Year Plan
Christchurch Ōtautahi

Revenue and Financing Policy

Introduction

The Local Government Act 2002 requires the Council to adopt a Revenue and Financing Policy that sets out how operating and capital expenditure will be funded. It is an important policy because it identifies which parts of the community contribute to paying for Council activities and services.

In setting this Revenue and Financing Policy, the Council's aim is to fund activities from the most appropriate source, according to who benefits from the service, and to promote sustainable financial management.

The financial tables that form part of this policy show how the Council will ensure that the Three-year Plan for the period 2013–2016 is financially sustainable (i.e. that operating revenue is sufficient to meet projected operating expenses, and that funding is sufficient to meet planned capital expenditure).

This policy covers two areas: financing capital expenditure and financing operating expenses.

Financing capital expenditure

The Council's capital expenditure covers:

- the purchase, construction or replacement of assets, and
- new investments in council-controlled organisations and council-controlled trading organisations.

In developing its capital programme the Council has considered, on both an individual asset and an activity basis, the following issues:

1. the community outcomes to which the capital expenditure will contribute
2. who creates the need for that capital expenditure

3. who benefits from the asset, and
4. the period over which the benefit will occur

Following these considerations Council has considered a variety of funding options and sought that which best addresses the issues while minimising funding costs.

On that basis Council will fund the capital expenditure programme in the following way:

- where revenues are available to fund a specific capital expenditure project, such as insurance proceeds, Crown funding or New Zealand Transport Agency subsidies, these revenues will be the first source of funding for that project.
- where capital expenditure provides a direct benefit to the growth community Council will collect development contributions in accordance with the Development Contributions Policy which will be used towards funding that expenditure.
- where reserve or special funds are available to fund a specific capital expenditure project, such as financial contributions, or bequests, these reserves will be the second source of funding for that project.
- any funds received from the sale of assets will go to the remaining unfunded portion of the capital programme as a whole.
- funding sources for the balance of the capital programme as a whole will be as follows:

Capital expenditure type	Funding source
strategic property investments	Interest-only borrowing
equity investments in CCOs / CCTOs	Interest-only borrowing
investment property	borrowing
new short-life assets	borrowing
other assets	borrowing
housing assets	housing revenue (this includes borrowing which is 'ring-fenced' from other Council debt and serviced through housing revenue)
renewal and replacement assets	rates

The following definitions are used in this policy:

- A strategic property investment is real estate which is purchased in advance of its requirement and held by the Council until required to support the Council's strategic objectives or Community Outcomes (e.g. a drainage basin purchased to support anticipated future development).
- Short-life assets are items of property, plant and equipment with an expected life of 10 years or less, and all non-financial intangible assets.

Council has determined that any borrowing to fund the capital programme will be done on a programme wide basis rather than activity by activity. The reasons for this decision are that:

- the capital expenditure programme is developed on a city-wide basis.
- the majority of capital expenditure is on assets which form part of a city-wide network.

- city-wide funding of the capital programme reduces overall cost, whereas linking sources of funds to individual projects fragments funding sources, which increases costs and reduces operational flexibility and transparency.

Overall Council considers that this funding method allocates liability for funding needs in a manner which minimises the impact on the community while maximising the wellbeing of the current and future communities. In particular:

- the funding methodology adopted ensures that the infrastructure necessary to support the economic, social, cultural and environmental interests of current and future communities is available and affordable.
- the funding of renewal and replacement assets through rates, and most new assets through development contributions and borrowing, ensures a balance between the economic interests of current and future ratepayers (intergenerational equity).

When borrowing is undertaken to fund new intergenerational assets, the debt will be repaid within 30 years to ensure both intergenerational equity and the best possible debt terms for the Council.

Throughout the period of the Three-year Plan 2013–2016, the Council will collect rates to cover the cost of asset renewals. The money collected, combined with other funding sources such as NZ Transport Agency subsidies will fund the replacement and renewal of Council's existing assets.

Rating for the renewal and replacement of existing assets:

- provides a direct link between planned expenditure (based on condition of assets) and the rates levied, rather than a theoretical link to the non-cash expense of depreciation

- eliminates potential volatility in annual rates caused by fluctuations in asset valuations

Financing operational expenditure

The Council organises its services into 13 groups of activities which are further divided into activities. (See the Activities and Services section in this Three-year Plan). These services are funded by operating expenditure.

The full description of each Activity, its service description and objectives is contained within the Council Activities and Services section of this document. That section also outlines the costs of the activities and the revenue sources associated with them.

The table at the end of this policy is a summary of the analysis undertaken by Council when determining the most appropriate sources of funding for each activity.

In determining sources of funding the Council has considered the following:

- Community Outcomes to which the activity contributes
- the distribution of benefits between the community as a whole, any identifiable part of the community, and individuals;
- the period in which those benefits are expected to occur
- the extent to which actions or inaction by the community contribute to the need to undertake the activity
- the costs and benefits, including consequences for transparency and accountability, of funding the activity
- the overall impact of allocating liability for revenue on the social, economic, environmental and cultural interests of the community.

Determining how activities should be funded

The activities and services undertaken by the Council are analysed as being either for public good or private good. Public good provides general benefits to the community as a whole, while private good yields direct benefits to specific individuals and community groups. The majority of services provided by the Council have some public good characteristics and lie on a continuum between the two. For example, parks activities provide direct benefits to the individual users, and general benefits to the community, who have public parks and open spaces in their neighbourhood.

The distinction between general and direct benefits is largely based on the nature of the service, who they are produced for, the customers of the service, and why the Council provides them.

The following bases are used to determine the appropriate funding mechanism for each activity:

User charges are used for services where there is a benefit to an individual. If it is possible to efficiently impose a charge the Council does so, on the basis of recovering either the full cost of the service, the marginal cost added by users, or a rate that the market will pay. Consideration is also given to the impact that a charge may have on the use of a service or facility by the community. The general benefit provided to the City as whole makes some rates funding appropriate. Where there is a shortfall between fees and charges and the direct benefits they fund, rates are the best source of funding.

Christchurch City Council

Revenue and Financing Policy

General rates are used to fund those services where the Council believes there is a public benefit even though it may not be to the whole community. They typically fund those activities where there is no practical method for charging individual users and the benefit is wider than just specific users.

Targeted rates are used to provide funding for specific Council activities and are set based on the net operating cost (including depreciation) of those activities. They apply where a property is within a serviced area, and the service is provided directly to ratepayers properties. Examples are the water supply and waste minimisation targeted rates. Variances in earthquake related maintenance has led to greater year-on-year fluctuations over the past two years than is normally the case. This will phase out over time.

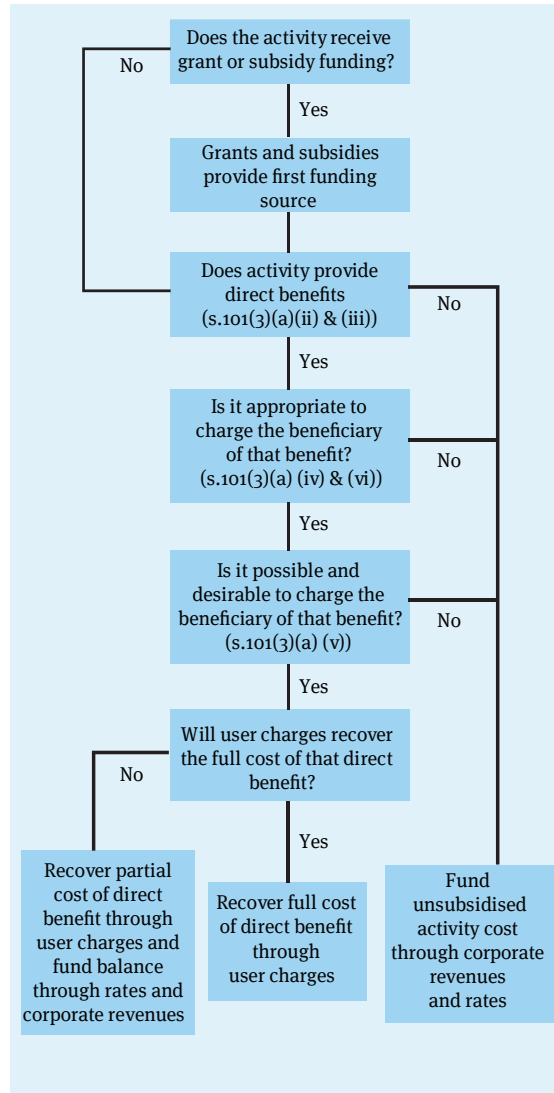
Grants and subsidies are used as the initial source of funding where they are available.

Interest costs are part of corporate operating expenditure and are funded from operating revenue.

Corporate revenues, made up of interest on funds, dividends and petroleum tax are assumed to accrue to ratepayers who pay General rates. They do not offset activity costs, but reduce the total rates.

Provision of funding, in some instances operational expenditure which is provided by the Council to trusts to fund capital assets may be funded by the Council through borrowing (for example, funding provided to the Canterbury Museum Trust Board for additions to the museum buildings).

On the basis of these general conclusions, the Council determines the appropriate sources of funding for individual activities by undertaking the following analysis:



The result of this analysis for each activity is shown in the table at the end of this policy.

Determining the level of rates to be set

In essence the amount of funding collected through rates is the difference between the total cost of Council activities and the revenue collected by the Council from other 'non-rate' sources. The amount of rates collected from ratepayers is therefore determined by the revenue and expenditure planned for each of the activities. Any shortfall is funded through General rates.

Determining which rating tools to use

Capital value as the primary basis for rates

Council funds general benefits by rates, generally on a straight capital value basis, as the benefit applies to the community as a whole. The community is represented by the capital values of rating units and therefore capital values are the rating base, because:

- Capital value reflects the relative value of utilisation of services.
- The Local Authority Rates Inquiry in 2007 showed that in general, capital value reflects relative ability to pay rates.
- Conceptually, the ownership of property reflects an acceptance of the holding costs of a property, including rates.
- Rates are a property-based tax, and sound taxation principles should be applied such as transparency, neutrality and fairness of allocation.
- There is an underlying assumption that all Council services add to the quality of life in the city and are therefore of value to all sectors of the community.

Christchurch City Council

Revenue and Financing Policy

The basis of the exception to straight capital value rating

The exceptions that have been identified by the Council are:

- Streets and Transport: analysis by the Council shows that the majority of expenditure on maintaining streets and roadways is due to the movement of heavy vehicles. Cars cause comparatively little damage. The business sector is the primary cause of, and beneficiary of, heavy traffic movements. Therefore, 57 per cent of the cost of maintaining streets and roads is allocated to the business sector. As a result the business sector pays more General rates per dollar of capital value than residential ratepayers.
 - land classed as Rural (Farming and Forestry) for differential rating purposes: the Council has concluded that the Rural (Farming and Forestry) sector should be charged less General rates than Residential ratepayers because of the low level of demand for Council services, per dollar of capital value. A property in the Rural (Farming and Forestry) sector will be charged 67% of the General rate (excluding Uniform Annual General Charges) that a residential property is charged.

Detailed information regarding the rating tools selected is provided in the Funding Impact Statement and Rating Policy within this Three-year Plan. The rating tools selected for each activity are detailed in the tables below.

Capital Endowment Fund

In April 2001, the Council set up a Capital Endowment Fund of \$75 million, using a share of the proceeds from the sale of Orion's investment in a gas company. It is intended that this fund will be maintained by the Council in perpetuity. The income is available to the Council to provide for civic, community and economic development projects. In determining how Council activities should be funded, income generated by the Fund will be treated in the same way as external grant or subsidy funding.

The Capital Endowment Fund is managed in accordance with the Council's Investment Policy.

Application of the Council's Revenue and Financing Policy to Council activities

The following information summarises Council's consideration of section 101(3) matters.

The table below outlines the funding mechanisms used for individual activities. These mechanisms fall under four headings: User charges, other revenue, targeted rate and General rates. In addition to these sources, the Council receives revenue from Investments. Within this plan the net revenue from investment is used to reduce the requirement for General rates.

Christchurch City Council

Revenue and Financing Policy

Activity Area	Activity	Funding Sources – Operating cost			
		User charges	Other revenue	Targeted rate	General rate
City Planning and Development	City and community long-term policy and planning	Some			Full
	District planning	Marginal			Majority
	Heritage protection	Some			Full
Community Support	Community facilities	Availability			Residual
	Community grants		Some		Full
	Social housing	Market	Residual – Housing Fund		
	Build stronger communities	Some	Grants / subsidies		Majority
	Civil defence emergency management				Full
	Customer services				Full
Cultural and learning services	Art gallery and museums	Availability	Some		Residual
	Libraries	Availability			Residual
	Transport and Environmental Education		Grants / subsidies		Residual
Democracy and governance	City governance and decision-making				Full
	Public participation in democratic processes				Full
Economic development	Civic and international relations				Full
	Christchurch Economic Development Leadership and Coordination				Full
	City Promotions	Some			Full

Christchurch City Council

Revenue and Financing Policy

Activity Area	Activity	Funding Sources – Operating cost			
		User charges	Other revenue	Targeted rate	General rate
Parks, open spaces and waterways	Neighbourhood parks	Availability			Residual
	Sports parks	Availability			Majority
	Garden and heritage parks	Availability			Majority
	Regional parks	Availability			Majority
	Cemeteries	Marginal / Market			Residual
	Harbours and marine structures	Market			Residual
	Rural fire Management	Availability			Residual
Recreation and leisure	Recreation and sports services	Availability			Residual
	Events and festivals	Availability	Grants / subsidies		Majority
Refuse minimisation and disposal	Recyclable materials collection and processing	Market		Residual	
	Residual waste collection and disposal	Availability		Residual	
	Organic material collection and composting	Availability		Residual	
	Commercial and industrial waste minimisation				Full
Regulatory services	Licensing and Enforcement	Majority			Residual
	Building Consenting and inspections	Full			Residual benefit
	Resource consenting	Majority			Residual
	Building policy	Marginal			Residual
	Land and property information services	Majority			Residual

Christchurch City Council

Revenue and Financing Policy

Activity Area	Activity	Funding Sources – Operating cost			
		User charges	Other revenue	Targeted rate	General rate
Provision of roads and footpaths	Road network	Some	NZTA subsidy		Residual
	Active travel		NZTA subsidy	Some	Some
	Parking	Majority			Residual
	Public transport infrastructure		NZTA Subsidy		Residual
Sewerage and the treatment and disposal of Sewage	Wastewater collection			Full	-
	Wastewater treatment and disposal	Availability		Majority	
Water supply	Water conservation			Full	
	Water supply	Availability		Majority	

Explanation of notations made in the table

Full means all or almost all the cost is funded from that source. If the comment is made in the General or targeted rate columns it does not preclude making minor charges for the service but indicates that the charges are a negligible part of the fund.

Some indicates some revenue is derived from this source. Where it is used for user charges it indicates that where a user charge can be used it will be.

Marginal reflects that the service has a level of public benefit but recognises that the level of service required is influenced by the actions or inactions of others. The revenue recognises a contribution to the cost of those parties.

Majority means the majority of the activity is funded from this source. When used in the user charges column it reflects that services should be recovered from users but there are constraints that prevent the full cost being recovered.

Availability means there is some direct benefit to the provision of the service however, the imposition of charges reflecting the level of direct benefit would reduce the utilisation of the service and the public benefit derived would be reduced.

Residual indicates that the remainder of funding comes from this service. It reflects that in some circumstances there are constraints on Council charges or an alternative revenue source is available, or user charges may not always cover the full cost of the provision of the service.

Residual – benefit indicates that where other funding sources more than fully recover the cost of the activity the residual funding will offset the demands made on this funding form.

Market indicates where Council attempts to set a user charge at a level that is affordable for users and competitive with similar services.

Grants / subsidies indicate that these sources are potentially available and will be used where possible. In most cases they supplement other funding sources and reduce the General rate requirement.

NZTA subsidy indicates where grants and subsidies are available from NZTA.

Liability Management Policy

Introduction

The Council's Liability Management Policy focuses on borrowings as this is the most significant component of its liabilities and exposes the Council to the most significant risks. Other liabilities are generally non-interest bearing. Cash flows associated with other liabilities are incorporated in cash flow forecasts for liquidity management purposes and determining future borrowing requirements. The Council also holds \$650 million in uncalled redeemable preference shares in CCHL. While this holding is a contingent liability to the Council, the Council manages this through its objective of maintaining its Standard and Poor's credit rating for the Council and CCHL at AA- or better.

Christchurch City Council borrows money for a number of different reasons. In general the Council borrows to:

- fund the purchase of assets:
When the Council borrows to fund the purchase or construction of assets the repayment of that debt over a number of years ensures that the ratepayers benefiting from the assets are the ones that pay for it through their rates. This is in line with the Council's policy on intergenerational equity.
- fund investment in the CCOs:
The Council uses debt to fund its equity investments in CCOs thereby improving the financial efficiency of the group. Ultimately this benefit flows back through to ratepayers in the form of increased dividends.
- fund capital grants made to trusts within Christchurch to assist them with the purchase or refurbishment of assets:
For example, the Council may borrow to provide funding to the Canterbury Museum Trust Board for extensions to Museum buildings. Use of debt in these

instances is designed to spread the cost over the same period of time as the benefits provided.

- provide funding to CCOs:
From time to time the Council resolves to provide debt funding to CCOs and CCTOs. This assistance generally involves the Council borrowing at commercial rates and then on-lending to provide them with debt funding on better terms than they could achieve if they went direct to the market.
When the Council borrows to on-lend to CCOs and CCTOs that on-lending will be on terms no better than the Council has agreed in the associated borrowing. The interest rate on the on-lending will be at that being paid by the Council plus a margin for its increased administration and exposure to risk. In general this funding is provided to the smaller companies only. Those managed by CCHL arrange their own borrowing facilities.
- provide liquidity:
The Council collects rates in four instalments throughout the year. However, Council's costs are generally spread evenly throughout the year. This mismatch in timing means that the Council sometimes needs to borrow money to meet its capital requirements.

Generally when the Council borrows money the debt is not linked to a specific activity – the debt is considered to be part of the overall cost of operating the Council. This general rule is not followed in relation to debt which is linked to a service covered by a targeted rate, for example the Water Supply Targeted Rate. In such cases the debt repayment cost is recovered within the targeted rate.

As well as borrowing from external sources to fund some of its capital expenditure, the Council also has a significant level of funds invested externally. Where

possible the Council will reduce its level of external borrowing by borrowing from funds managed by the Council where there are no relevant restrictions on the investment of those funds. The net effect of this will be to lower both external borrowing and external investment, reduce borrowing costs, and maintain investment income for reserve funds.

Purpose

This Policy establishes the framework within which the treasury function of Christchurch City Council will operate, be monitored, and be reported upon. In particular this Policy sets guidelines for the Council on its level of exposure to borrowing limits, debt repayment, interest rate risk and credit risk, liquidity requirements, and the giving of security.

This policy has been established in compliance with section 104 of the Local Government Act 2002.

Objectives

Christchurch City Council's liability management objectives, in order of priority, are:

1. to limit the Council's exposure to risk
2. to maintain a prudent level of liquidity to meet both planned and unforeseen cash requirements
3. to minimise the cost of borrowing
4. to maintain the Standard and Poor's credit rating of the Council and CCHL at AA- (long-term) and A1+ (short term), or better.

The statutory objective of this policy is to ensure that all borrowing and incidental financial arrangements (e.g. use of interest rate hedging financial instruments) will meet the requirements of the Local Government Act 2002.

Christchurch City Council

Liability Management Policy

Policy

Responsibility and delegations

	Responsibility
Council	<ul style="list-style-type: none"> • approve the Liability Management Policy and review it, at least three yearly • approve new debt through the adoption of a Long Term Plan, Three Year Plan, Annual Plan, or specific resolution and the approval of this policy • approve the appointment of the Trustee to the Debenture Trust Deed • delegate responsibility for day to day management to the Chief Executive and other officers
Corporate and Financial Committee	<ul style="list-style-type: none"> • oversee the implementation of this policy and monitor and review the effective management of the treasury function • receive regular information from management on risk exposure and financial instrument usage
Chief Executive	<ul style="list-style-type: none"> • ensure compliance with this policy • appoint a Treasury Review Team • maintain a register of delegations made by the Council in relation to this policy • execute charge instruments charging rates revenue for the benefit of lenders to Council

Liquidity and funding risk

The Council’s financial forecasts show ongoing cashflow deficits. Liquidity risk management focuses on the ability to borrow to fund those cashflow deficits. Funding risk management centres on the ability to refinance or raise

new debt at a future time, and on the ability to obtain the same or more favourable pricing (fees and borrowing margins).

A key factor of liquidity and funding risk management is to spread and control the risk to reduce the concentration of risk at any point in time so that when any of the above events occur, the overall borrowing cost is not unnecessarily increased and desired maturity profile compromised due to market conditions.

Liquidity and funding risk management

To manage and mitigate its liquidity and funding risk the Council has imposed the following controls:

- the Council must approve all new loans and borrowing facilities.
- alternative funding mechanisms such as leasing must be evaluated with financial analysis in conjunction with traditional on-balance sheet funding. The evaluation should take into consideration ownership, redemption value and effective cost of funds.
- debt and committed debt facilities together with liquid investments must be maintained at an amount that exceeds existing external debt.

The General Manager Corporate Services has the discretionary authority to refinance existing debt on more favourable terms.

The maturity profile of the total committed funding in respect of all loans and committed facilities, is to be controlled by the following system with percentages calculated off existing external debt:

Period	Minimum	Maximum
0–3 years	10%	60%
3–5 years	20%	60%
5 years plus	15%	60%

A maturity schedule outside these limits requires specific Council approval.

Borrowing mechanisms and limits

The Council’s ability to readily attract cost-effective borrowing is largely driven by its ability to rate, maintain a strong credit rating, and manage its relationships with its investors and financial institutions.

The Council is able to borrow through a variety of market mechanisms including issuing stock and debentures, direct bank borrowing, accessing the short and long-term capital markets directly, or internal borrowing of reserve and special funds. In evaluating strategies for new borrowing (in relation to source, term, size and pricing) the Council will take into account the following:

- available terms from banks, capital markets and loan stock issuance
- the Council’s overall debt maturity profile, to ensure concentration of debt is avoided at reissue/rollover time
- prevailing interest rates and margins relative to term for loan stock issuance, capital markets and bank borrowing
- the market’s outlook on future interest rate movements as well as its own
- legal documentation and financial covenants together with credit rating considerations

Christchurch City Council

Liability Management Policy

Debt will be managed within the following macro limits:

Ratio	
net debt as a percentage of equity	<20%
net debt as a percentage of total revenue*	<250%
net interest as a percentage of total revenue*	<20%
net interest as a percentage of annual rates income (debt secured under debenture)	<30%
liquidity (term debt + committed loan facilities + liquid investments to current external debt)	>110%
*excludes non-government capital contributions	

Revenue is defined as earnings from rates, government grants and subsidies, user charges, interest, dividends, financial and other revenue. Revenue excludes development contributions and vested assets.

Net debt is defined as total consolidated debt less liquid financial assets/investments.

Rates income excludes regional levies.

Debt will be repaid as it falls due in accordance with the applicable loan agreement. Subject to the debt limits, a loan may be rolled over or re-negotiated as and when appropriate.

Disaster recovery requirements are met through the liquidity ratio.

Interest rate exposure

Exposure to interest rate risk is managed and mitigated through the controls below. These risk control limits will only be activated once 24-month forecast net debt exceeds \$25 million.

Master fixed/floating risk control limit	
Minimum fixed rate	Maximum fixed rate
50%	95%

Fixed rate is defined as an interest rate re-pricing date beyond 12 months forward on a continuous rolling basis.

Floating rate is defined as an interest rate re-pricing within 12 months.

The percentages are calculated on the rolling 36-month projected net debt level calculated by management and reviewed monthly by the Treasury Review Team. Net debt is the amount of total debt net of liquid financial assets/investments. This allows for pre-hedging in advance of projected physical drawdown of new debt. When approved forecasts are changed, the amount of fixed rate cover in place is adjusted as necessary to comply with the policy minimums and maximums.

At any time, the total of the fixed rate debt should be within the following maturity bands:

Fixed rate maturity profile limit		
Period	Minimum cover	Maximum cover
1–3 years	15%	60%
3–5 years	15%	60%
5 years plus	10%	60%

- floating rate debt may be spread over any maturity out to 12 months. Bank advances may be for a maximum term of 12 months.
- Forward Rate Agreement, (FRAs) outstanding at any one time must not exceed 75% of the total floating rate debt. FRAs may be closed out before their maturity date by entering an equal and opposite FRA to the same maturity date or, alternatively, by purchasing an option on an FRA for the equal and opposite amount to the same date.

- interest rate options must not be sold outright. However, 1:1 collar option structures are allowable whereby the sold option is matched precisely by amount and maturity to the simultaneously purchased option. During the term of the option, one side of the collar cannot be closed out by itself, both must be closed simultaneously. The sold option leg of the collar structure must not have a strike rate “in-the-money”.
- purchased borrower swaptions must mature within 12 months.
- interest rate options with a maturity date beyond 12 months that have a strike rate (exercise rate) higher than 1.00% above the appropriate swap rate, cannot be counted as part of the fixed rate cover percentage calculation.

Internal borrowing

When Council borrows from reserve funds the interest income credited to those reserve funds will be determined by the General Manager Corporate Services and will generally be at the rate which could be achieved for an investment in financial markets at the time the loan is made. Notwithstanding, the minimum rate will be that which could be achieved in investing via financial markets at the time the loan is made, and the maximum rate will be that which could be achieved by borrowing from financial markets at the time the loan is made.

Christchurch City Council

Liability Management Policy

Risk management

Instruments

Dealing in interest rate products must be limited to financial instruments approved by the Council.

Current approved interest rate instruments are as follows:

Category	Instrument
Cash management and borrowing	<ul style="list-style-type: none"> • bank overdraft • committed cash advance and bank accepted bill facilities (short term and long term loan facilities) • uncommitted money market facilities • wholesale bond and Floating Rate Note (FRN) • commercial paper (CP) • New Zealand dollar denominated private placements • retail bond and FRN
Interest rate risk management	<ul style="list-style-type: none"> • forward rate agreements (FRAs) on: • bank bills • government bonds • interest rate swaps including: • forward start swaps (start date less than 24 months) • amortising swaps (whereby notional principal amount reduces) • swap extensions and shortenings • interest rate options on: • bank bills (purchased caps and one-for-one collars) • government bonds • interest rate swaptions (purchased only)

Any other financial instrument must be specifically approved by the Council on a case-by-case basis

and only be applied to the one singular transaction being approved. Credit exposure on these financial instruments is restricted by specified counterparty credit limits.

Counterparty credit risk

In using Interest Rate Risk Management instruments the Council can be exposed to counterparty credit risk. This is the risk of losses (realised or unrealised) arising from a counterparty defaulting on a financial instrument where the Council is a party. The credit risk to the Council in a default event will be weighted differently depending on the type of instrument entered into.

Credit risk will be regularly reviewed by the Council. Treasury-related transactions would only be entered into with organisations specifically approved by the Council.

Counterparties and limits can only be approved on the basis of long-term credit ratings (Standard & Poor's or Moody's) being A- and above or short-term rating of A2 or above; with the exception of New Zealand Local Authorities.

Limits should be spread amongst a number of counterparties to avoid concentrations of credit exposure.

The following matrix guide will determine limits.

Counterparty/ issuer	Minimum long-term / short-term credit rating	Interest rate risk management instrument maximum per counterparty (\$m)
NZ Registered Bank (per bank)	A- / A2	70.0

In determining the usage of the above gross limits, the following product weightings will be used:

- interest rate risk management (e.g. swaps, FRAs): transaction notional x maturity (years) x 3%

To avoid undue concentration of exposures, financial instruments must be used with as wide a range of counterparties as possible. Where possible, transaction notional sizes and maturities should also be well spread. The approval process to allow the use of individual financial instruments must take into account the liquidity of the market the instrument is traded in and re-priced from.

Debt repayment

The funds from all asset sales and operating surpluses will be applied to the reduction of debt and/or a reduction in borrowing requirements, unless the Council specifically directs that the funds will be put to another use.

The Council will manage debt on a net portfolio basis and will only externally borrow when it is commercially prudent to do so.

In accordance with Council's Revenue and Financing Policy, debt acquired to fund strategic land purchases and equity investments in CCTOs will be interest-only borrowing and will not be repaid until the underlying asset is disposed of. Other debt will have a term no greater than 30 years.

In the case of other debt that is raised for the acquisition of a specific asset, the term of the debt may not exceed the lesser of: the economic life of the underlying asset; or thirty years. A loan may be raised in several tranches for terms less than the economic life of the asset being funded. Repayments at maturity of a tranche and the refinancing of that tranche may be carried out without further Council resolution. However, these refinancing loans may not exceed the lesser of: the economic life of the underlying asset; or thirty years.

Christchurch City Council

Liability Management Policy

Debt may be repaid by one or a combination of the following:

- annual contributions to a Loan Repayment Reserve held by the Council for the sole purpose of repayment or reduction of loans;
- annual table repayment instalments providing for full repayment over the term of a loan being 30 years or less;
- repayment from revenue or other sources.

Performance measurement

The effectiveness of the Council's liability management and related interest rate management activities will be measured by:

- adherence to policy
- comparison of actual monthly and year-to-date borrowing margins against the rate budgeted in annual plans and, for public issued securities, similar new Zealand rates entities issuing into the New Zealand securities market
- comparison of the Council's debt and interest rate management instrument portfolio against limits set in this policy

Monitoring and reporting

Primary responsibility for monitoring the performance of the Council against this Liability Management Policy rests with the Treasury Review Team.

The Treasury Review Team will meet monthly to review the following:

- cash and debt position: the tracking of cash-flow and debt levels against plan, the reasons for variances, and updated cash and debt projections
- risk exposure position: the Council's current interest rate position including underlying physical exposures, hedges in place, and the actual net risk position compared to the risk control limits of the policy

- policy compliance: conformity with policy limits and requirements
- funding facility report: actual loans against limits, and projected debt levels against facility limits
- cost of funds: actual cost against plan

The Treasury Review Team will report quarterly to the Corporate and Financial Committee. The Corporate and Financial Committee will report to the Council as it deems necessary.

Investment Policy

Introduction

The Council's investments are made up of bank deposits, interest bearing financial instruments, shareholdings in CCOs and CCTOs, other shareholdings, investment property, and loans. All of these investment types are explained in more detail below.

The Council invests money for a number of reasons. In general this is to:

- **manage liquidity**

The sources of Council revenue provide the Council with funds in a different pattern to the timing of Council expenditure. This means that, from time to time, the Council has an excess of funds built up from revenue and not yet spent. This mismatch in timing means that the Council can sometimes invest surplus funds.

- **provide a return on reserve and trust funds**

The Council maintains a number of reserves, where funds are set aside for a specific purpose, and trust funds, where money has been provided to the Council for a specific use.

- **invest in Council-controlled organisations**

When the Council establishes new CCOs and CCTOs, it purchases shares in those organisations as a means of providing them with the resources necessary to start operations. From time to time the Council also increases its investment in existing CCOs by purchasing additional shares.

Generally when the Council invests money the return on that investment, interest or dividends, is not linked to a specific activity – the return is considered to benefit all ratepayers who pay the general rate.

Purpose

This Policy establishes the framework within which the Treasury function of the Council will operate, be monitored, and be reported upon. In particular, this will set guidelines for the Council on its level of exposure to investment limits, interest rate risk, liquidity risk, and counterparty risk.

This policy has been established in compliance with section 105 of the Local Government Act 2002.

Objectives

The Council's investment objectives in order of priority, are to:

1. limit the Council's exposure to risk
2. maintain a prudent level of liquidity to meet both planned and unforeseen cash requirements
3. maximise returns on investments
4. maintain the Standard and Poor's credit rating of the Council and Christchurch City Holdings Limited at AA- (long-term) and A1+ (short term), or better.

The statutory objective of this policy is to ensure that all investments and incidental financial arrangements (e.g. use of interest rate hedging financial instruments) will meet the requirements of the Local Government Act 2002.

Policy

Responsibility and Delegations

	Responsibility
Council	<ul style="list-style-type: none"> • approve the Investment Policy and review it, at least three yearly. • authorise acquisition and disposal of investments other than financial investments. • delegate responsibility to the Chief Executive and other officers.
Corporate and Financial Committee	<ul style="list-style-type: none"> • oversee the implementation of this policy and monitor and review the effective management of the treasury function. • receive regular information from management on risk exposure and financial instrument usage.
Chief Executive	<ul style="list-style-type: none"> • ensure compliance with this policy. • appoint a Treasury Review Team. • maintain a register of delegations made by the Council in relation to this policy.

General Policy

Investments are maintained to meet specified business reasons. Such reasons can be:

- for strategic purposes consistent with Council's long-term strategic plan.
- holding short-term investments for working capital requirements.
- holding investments that are necessary to carry out Council operations consistent with annual plans.

The Council recognises that as a responsible public authority any investments that it does hold should be low risk. It also recognises that lower risk generally means lower returns.

In its financial investment activity, the Council's primary objective is the protection of its investment. Accordingly, only credit worthy counterparties are acceptable.

Investment Mix

Council maintains investments in the following assets from time to time:

- equity investments, including CCOs and CCTOs and other shareholdings.
- property investments incorporating land, buildings, a portfolio of ground leases and land held for development.
- financial instruments incorporating longer-term and liquidity investments.

Equity Investments

The Council maintains equity investments in CCOs and CCTOs, and other minor shareholdings.

The Council's equity investments fulfil various strategic, economic development and financial objectives as outlined in this Three-year Plan.

The Council seeks to achieve an acceptable rate of return on all its equity investments consistent with the nature of the investment and with this policy.

Any purchase or disposition of equity investments requires Council approval.

The Council recognises that there are risks associated with holding equity investments. To minimise these risks the Council monitors the performance of its equity

investments on a regular basis to ensure that the stated objectives are being achieved. The Council seeks professional advice regarding its equity investments when it considers this appropriate.

Property Investments

The Council's primary objective is to only own property investments (including land and building, ground leases and land held for development) that are necessary to achieve its strategic objectives as stated in this Three-year Plan. Council may also maintain property investments which have been vested in it.

The Council seeks to achieve an acceptable commercial rate of return from all property investments consistent with the nature of the property and Council's stated investment objectives.

Any purchase or disposition of property investments requires Council approval.

The Council recognises that there are risks associated with holding investment property. To minimise these risks the Council reviews the property portfolio on a regular basis to ensure that the stated objectives are being achieved. The Council seeks professional advice regarding its property investments when it considers this appropriate.

Land and Buildings

The Council owns land and buildings for the purposes of providing services and parks and reserves. In addition other land is held for strategic and commercial purposes. These holdings of land and buildings are not considered to be investments for the purpose of this policy.

Financial Instruments

Liquid investment funds will be prudently invested as follows:

- any liquid investments must be restricted to a term that meets future cash flow and capital expenditure projections.
- interest income from financial investments is credited to general funds, except for income from investments for special funds, reserve funds and other funds where interest is credited to the particular fund.
- internal borrowing may be used for the investment of funds managed by the Council where there are no relevant restrictions on the investment of those funds.

Financial Investment Objectives

- the Council's primary objective when investing is the protection of its investment capital and then to maximise returns. Accordingly, only creditworthy counterparties as defined by this policy are acceptable.
- the Council may invest in acceptable short term debt instruments such as Commercial Paper or Floating Rate Notes (FRNS) and make interest rate duration positions using investor swaps. This will further meet Council's objectives in meeting objectives in investing in high credit quality and highly liquid assets yet allow for optimal interest rate decisions.
- The use of funds received or invested by the Council for any other purpose is subject to the Council resolving to repay the funds used (section 112(b)(iii) Local Government Act 2002).

Christchurch City Council

Investment Policy

Special Funds and Reserve Funds

- liquid assets will not be required to be held against special funds and reserve funds. Liquid assets will not be required to be held against trust funds unless that is a specific condition of the trust. Instead the Council should internally utilise or borrow these funds wherever possible.
- through adopting this Treasury Risk Management Policy, the Council supersedes any previous Council resolutions pertaining to the continued funding or internal borrowing of specific special funds and reserve funds.
- accounting entries representing monthly interest accrual allocations will be made using the Council's average weighted financial investment portfolio return for that period.

Trust Funds

- where the Council hold funds as a trustee then such funds must be invested on the terms provided within the trust. If such terms are not clearly defined Council may internally borrow such funds.

Risk Management

Instruments

Dealing in interest rate products must be limited to financial instruments approved by the Council. Current approved interest rate instruments are as follows:

Category	Instrument
Investments	<ul style="list-style-type: none"> • short term bank deposits • bank bills • bank certificates of deposit (CDs) • treasury bills • Local Authority stock, FRNs and Bonds • State Owned Enterprise (SOE) bonds and FRNs • corporate bonds • Floating Rate Notes • promissory notes/commercial paper • Redeemable Preference Shares (RPS)
Interest rate risk management	<ul style="list-style-type: none"> • forward rate agreements (FRAs) on: • Bank bills • Government bonds • interest rate swaps including: • forward start swaps (start date <24 months) • amortising swaps (whereby notional principal amount reduces) • swap extensions and shortenings (i.e. changes to swap duration) • interest rate options on: • bank bills (purchased caps and one for one collars) • government bonds • interest rate swaptions (purchased only)

Any other financial instrument must be specifically approved by the Council on a case-by-case basis and only be applied to the one singular transaction being approved. Credit exposure on these financial instruments is restricted by specified counterparty credit limits.

Interest Rate Risk

Interest rate risk is the risk that Investment returns or funding costs will materially exceed or fall short of adopted annual plans and strategic ten year plan interest returns or cost projections, due to adverse movements in market interest rates, so as to adversely impact cost control, capital investment decisions, returns and feasibilities.

The primary objective of interest rate risk management is to reduce uncertainty to interest rate movements through fixing of investment returns or funding costs. Both objectives are to be achieved through the active management of underlying interest rate exposures.

Financial investments should be restricted to a term that meets future cash flow projections and be mindful of forecast debt associated with future capital expenditure programmes as outlined within the Three-year Plan. Financial investments will match off against external debt in terms of interest rate risk and duration (gap risk) with the balance being defined as the Net Financial Investment Portfolio (NFIP).

The following interest rate re-pricing percentages are calculated on the projected 24-month rolling NFIP total. This allows for pre-hedging in advance of projected physical receipt of new funds. When cash flow projections are changed, the interest rate re-pricing risk profile may have to be adjusted to comply with the policy limits. Forecast cash flow projections will be reviewed monthly by the Treasury Review Team:

Interest Rate Re-pricing Period	Minimum Limit	Maximum Limit
0 to 1 year	40%	100% of NFIP
1 to 3 years	0%	60% of NFIP
3 to 5 years	0%	40% of NFIP
5 to 10 years*	0%	20% of NFIP

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- to ensure maximum liquidity interest rate positions beyond five years may also be made with acceptable financial instruments such as Investor Swaps;
- the re-pricing risk mix can be changed, within the above limits through sale/purchase of fixed income investments and/or using approved financial instruments such as swaps.

Exchange Rate Risk

The Council has minor foreign exchange exposure through the occasional purchase of foreign exchange denominated services, plant and equipment, and the on-going purchase of items such as library books.

Generally, all significant commitments for foreign exchange are hedged, using foreign exchange contracts, once expenditure is approved. Both spot and forward foreign exchange contracts can be used by the Council.

The Council shall not borrow or enter into incidental arrangements, within or outside New Zealand, in currency other than New Zealand currency.

Counterparty Credit Risk

Counterparty credit risk is the risk of losses (realised or unrealised) arising from a counterparty defaulting on a financial instrument where the Council is a party. The credit risk to the Council in a default event will be weighted differently depending on the type of instrument entered into.

Credit risk will be regularly reviewed by the Council. Treasury-related transactions would only be entered into with organisations specifically approved by the Council.

Counterparties and limits can only be approved on the basis of long-term credit ratings (Standard & Poor's or Moody's) being BBB+ and above or short-term rating of A2 or above; with the exception of New Zealand Local Authorities.

Limits should be spread amongst a number of counterparties to avoid concentrations of credit exposure.

It is proposed for this Three-year Plan to reduce the long-term credit rating requirement from A- to BBB+ for certain classes of counterparty to enable greater diversification and thereby spread our risk. Details of the proposed change is outlined in the table below.

The following matrix guide outlines current limits:

Counterparty/ Issuer	Minimum long term / short term credit rating	Investments maximum per counterparty (\$m)	Interest rate risk management instrument maximum per counterparty (\$m)	Total maximum per counterparty (\$m)
NZ Government	A-/ A2	unlimited	none	unlimited
LGFA	A-	100.0	150.0	150.0
NZD Registered Supranationals	AAA	70.0	none	70.0
State Owned Enterprises [name]	A-/ A2	20.0	none	20.0
NZ Registered Bank [name]	A-/ A2	100.0	150.0	150.0
Corporate Bonds/ CP [names]*	A-/ A2	10.0	none	10.0
Local Government Stock/ Bonds/ FRN/ CP [name]**	A-/ A2 (if rated) Unrated	40.0 25.0	none none	40.0 25.0

* Subject to a maximum exposure no greater than 20% of the NFIP being invested in corporate debt at any one point in time.

** Subject to a maximum exposure no greater than 60% of the NFIP being invested in Local Government debt at any one point in time.

This summary list will be expanded on a counterparty named basis which will be authorised by the Chief Executive.

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This matrix guide outlines the proposed change in limits:

Counterparty/ Issuer	Minimum long term / short term credit rating	Investments maximum per counterparty (\$m)	Interest rate risk management instrument maximum per counterparty (\$m)	Total maximum per counterparty (\$m)
NZ Government	A-/ A2	unlimited	none	unlimited
LGFA	A-	100.0	150.0	150.0
NZD Registered Supranationals	AAA	70.0	none	70.0
State Owned Enterprises [name]	BBB+/ A2	20.0	none	20.0
NZ Registered Bank [name]	BBB+/ A2	100.0	150.0	150.0
Corporate Bonds/ CP [names]*	BBB+/ A2	10.0	none	10.0
Local Government Stock/ Bonds/ FRN/ CP [name]**	BBB+/ A2 (if rated) Unrated	40.0 25.0	none none	40.0 25.0

* Subject to a maximum exposure no greater than 20% of the NFIP being invested in corporate debt at any one point in time.

** Subject to a maximum exposure no greater than 60% of the NFIP being invested in Local Government debt at any one point in time.

This summary list will be expanded on a counterparty named basis which will be authorised by the Chief Executive.

In determining the counterparty credit limits, the following product weightings will be used:

- investments (e.g. bank deposits) – transaction notional weighting 100% (unless a legal right of set-off over corresponding borrowings exist whereupon a 0% weighting may apply);
- interest rate risk management (e.g. swaps, FRAs) – transaction notional maturity (years) 3%;
- foreign exchange – transactional principal amount x the square root of the maturity (years) x 15%.

To avoid undue concentration of exposures, financial instruments should be used with as wide a range of counterparties as possible. Where possible, transaction notional sizes and maturities should also be well spread. The approval process to allow the use of individual financial instruments must take into account the liquidity of the market the instrument is traded in and re-priced from.

Performance Measurement

The effectiveness of the Council's investment management and related interest rate management activities will be measured by:

- adherence with policy;
- comparison of actual monthly and year-to-date investment return compared to budget, and comparable fund and financial market indices.

Monitoring and Reporting

Role of Christchurch City Holdings Limited

CCHL is an infrastructure investment and monitoring company established by the Council to hold its significant CCTOs and other subsidiary companies on behalf of the Council.

Each company which is held directly by the Council or CCHL is required to prepare a Statement of Intent annually that sets out its activities and strategic direction, and to report in accordance with the Statement of Intent to CCHL.

Regular monitoring will be carried out by CCHL on the operational performance, and periodically CCHL will review the ownership options, business strategy and operating plans, capital structure and risk management affecting both the CCHL and Council-owned CCTOs, and other subsidiary companies.

Investment performance of CCTOs and other subsidiary companies will be assessed in comparison to the performance of similar companies in the same industry taking account of the objectives established in the Statements of Intent.

The CCHL Board will report directly to the Council at least six times a year on issues arising from its monitoring role. Ad hoc briefing sessions and seminars for Councillors will also be arranged.

The Council is responsible for the approval of Statements of Intent and the appointment of directors for all CCTOs and other subsidiaries held directly by the Council and CCHL.

Directors of all CCTOs and other subsidiary companies will be selected according to the policy established by the Council.

Ownership of shares in CCTOs and other subsidiaries may be transferred to CCHL when a subsidiary has an established record of financial performance and it is Council policy to retain the investment in the long term.

This policy does not apply to non-trading companies or companies which are subsidiary to companies which report directly to Council or CCHL.

Primary responsibility for the monitoring the performance of the Council against this Investment Policy rests with the Treasury Review Team.

Role of the Treasury Review Team

- The Treasury Review Team will meet monthly to review the following:
- risk exposure position: the Council's current interest rate position including underlying physical exposures, hedges in place and the actual net risk position, compared to the risk control limits of the policy.
- policy compliance: conformity with policy limits and requirements in the areas of portfolio composition, counterparty credit risk, and operational risk.
- return on the portfolio and the relevant market return.
- cost of funds: actual cost against plan.

The Treasury Review Team will report quarterly to the Corporate and Financial Committee. The Corporate and Financial Committee will report to Council as it deems necessary.

Development Contributions Policy 2013

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 - 3.6.1 Postponement of development contributions
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Appendices

- Appendix 1: Basis for the policy
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- Appendix 3: Capital expenditure in response to growth
- Appendix 4: Methodology to establish non-residential HUE equivalences
- Appendix 5: LGA requirements and other considerations in the calculation of development contributions
- Appendix 6: Catchment maps for development contribution activities
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Development Contributions Policy 2013

Part 1: Introduction

The 2013 Development Contributions Policy (DCP) was prepared in conjunction with the Christchurch City Council's Three-year Plan. This policy applies within the territorial boundaries of Christchurch City Council (Council), including Christchurch City and Banks Peninsula.

1.1 Background

Christchurch district has experienced, and will continue to experience, significant growth pressures. The planned Urban Development Strategy (UDS) growth is evident on the northern and south-western periphery of Christchurch city, and in the small residential and rural-residential settlements of Banks Peninsula. Following the earthquakes of 2010 and 2011, 'additional' growth in the district now comes in the form of further new subdivisions being created. This 'additional' growth is being driven mainly by both the building of new housing for those displaced from the residential red-zones as well as demand from new residents in Christchurch for the rebuild. On top of this, the Christchurch Central Recovery Plan reaffirms the substantial new residential development (up to 25,000 people) within the area of the four avenues. This development-related growth places a strain on existing reserves, network infrastructure and community infrastructure and raises legitimate questions about how the Council should fund such new infrastructure.

To help fund community facilities, the Local Government Act 2002 (LGA) allows a council to require development contributions if the effect of a development or developments requires the council to provide new or upgraded infrastructure. A development contribution is a contribution from developers of cash, or in some cases land, to fund the additional demand for reserves, network

infrastructure and community infrastructure created as a result of growth.¹

The Council has historically required those whose developments place demands on infrastructure due to growth to make a fair and reasonable contribution toward the provision of those infrastructure services.² The Council is required to use development contributions only for the activity for which they are collected. In calculating development contributions, the Council also includes capital expenditure that has already been incurred by the Council in anticipation of developments that accommodate growth.

Development contributions will be charged in relation to the following fifteen activities to meet the growth component of the Council's capital programme over the nine years to 30 June 22:

Reserves

- Regional parks
- Garden and heritage parks
- Sports parks
- Neighbourhood parks

Network infrastructure

- Water supply
- Wastewater collection
- Wastewater, treatment and disposal
- Stormwater and flood protection
- Road network
- Active travel
- Parking
- Public transport infrastructure

Community infrastructure

- Leisure facilities
- Libraries
- Cemeteries.

In this DCP there are no development contribution charges for parking, leisure facilities and libraries as there is no growth-related capital infrastructure for these activities. However, the Council reserves the right to charge development contributions for these activities in the future if growth-related capital expenditure is required.

1.2 The Development Contributions Policy and the earthquakes

The Development Contributions Policy (DCP) is an important tool in allowing the city of Christchurch and the wider environs within the district to grow effectively and efficiently. Growth can only be accommodated when infrastructure is provided to the right standards, in the right place and at the right time. The infrastructure also needs to be at the right level and it is only fair and reasonable that those who require the infrastructure make a contribution towards these substantial costs. The Council has worked hard to ensure that the development contributions charges are at the right level so that the policy does not act in such a way that development is deterred. However, this must be balanced against the need to ensure that additional costs are not borne unfairly by the current rate-paying community, many of whom have already contributed their fair share to growth in the past.

¹ This includes developments that create additional lots (other than the unit and strata titling of existing development), additional residential units, additional or changed non-residential ratepayer development, additional accommodation and additional community services development (such as sporting, educational, religious and charitable activities).

² Funding for reserves, network infrastructure and community infrastructure may also come from other sources such as third-party funding (i.e. New Zealand Transport Agency (NZTA), and rates, which recognises that growth in the district is not the sole driver for infrastructure.

Development Contributions Policy 2013

Part 1: Introduction

This DCP has the development context brought about by the earthquakes very much in mind. The Council is extremely constrained in terms of its ability to fund the infrastructure required for growth. The Council already has significant calls on its funds to replace a substantial amount of earthquake-damaged community and network infrastructure. In addition it has a strong desire to open up new development sites to support those thousands of households displaced from the residential red zone and accommodate the workforce arriving for the rebuild. It needs to balance these competing demands to ensure that Christchurch is a great place to work, live, visit, invest and do business.

Significant efforts have been made to ensure that the growth costs attributable to activities have been appropriately reflected in this policy and the charges. The policy is consistent with the intent of the Christchurch Central Recovery Plan as well as other recovery and rebuild programmes across the city. The Council is also mindful of the need to ensure intergenerational equity. The burden of the growth development costs is thus spread across time (over which benefits from the initial capital expenditure will continue to flow) so as not to impose the full financial cost on the current growth community.

1.3 Requirement for development contributions

The Council will require a development contribution, in accordance with Sections 197, 198(2) and 199 of the LGA where:

- a. a particular subdivision or development proposal generates a demand for reserves, network infrastructure or community infrastructure.

- b. the subdivision or development (either alone or in combination with another development) requires new or additional assets or assets of increased capacity (reserves or infrastructure) which causes the Council to incur capital expenditure.³
- c. this policy provides for the payment of a contribution in the circumstances of the development.

The Council's policy is that applications lodged and granted on or after 1 July 2004 (the date on which the Council's inaugural DCP came into force) will be subject to development contributions (see 3.7.1 for details on the applicable policy). For such developments, the Council will require that a development contribution be paid under Section 198(i) of the LGA when:

- Resource consent (including a certificate of compliance) is granted under the Resource Management Act 1991 (RMA) for a development; or
- Building consent (including a certificate of acceptance) is granted under the Building Act 2004 (BA) for building work; or
- Authorisation for a service connection is granted.

1.4 Limitations to the application of development contributions

The Council will not require a development contribution to the extent that:

- it has, under Section 108(2)(a) of the RMA, imposed a condition on a resource consent in relation to the same development for the same purpose; or
- where agreed with the Council, the developer will fund or otherwise provide for the same reserve, network infrastructure or community infrastructure;⁴ or

- the Council has received, or will receive, full funding from a third party for those works.

Development that does not either in itself or in combination with other developments generate additional demand for community facilities will not be liable to pay a development contribution. An example of such development could include the unit or strata titling of an existing development. The rebuild of a residential home destroyed by earthquakes or fire is also likely to have a development credit on the land and as such, would not be liable for development contributions (see section 2.3).

1.5 Relationship with financial contributions and works and services in the City Plan

This DCP is distinct from the City Plan provisions that allow the Council to require financial contributions under the RMA. Financial contributions are contributions that can be imposed under the RMA where provided for by the City Plan and as a condition of resource consent. The Council will continue to impose financial contributions in accordance with the City Plan (refer to Appendix 7, Section A7.2 of this policy).

Development contributions and the DCP are based on provisions within the LGA, not the RMA. The Council cannot collect development contributions and financial contributions in relation to the same development for the same purpose.

Development contributions for network and community infrastructure are for the acquisition, installation or improvement of assets over and above the works and services required in respect of a subdivision or development, and are usually located beyond the development boundaries.

³ The level of costs allocated to growth for major projects, and a random sample of smaller projects, has been independently reviewed to ensure that cost allocations are robust and consistent across projects.

⁴ Fund in this sense excludes the cost of community facilities funded by the developer in the short term, but recovered from the Council in the long term.

Development Contributions Policy 2013

Part 1: Introduction

1.6 Effective date of the 2013 policy

The inaugural version of the Council's DCP was adopted as part of the 2004-14 Long Term Council Community Plan, effective as of 1 July 2004. Subsequent DCPs were adopted as part of the 2006-16 Long Term Council Community Plan, effective as of 1 July 2006, as an amendment to the 2006-16 Long Term Council Community Plan, effective as of 1 July 2007 and to the 2009-19 Long Term Council Community Plan, effective as of 1 July 2009. This DCP, adopted as part of the Three-year Plan, is effective as of 1 July 2013.

1.7 Changes from the 2009-19 DCP

The 2013 DCP builds on earlier DCPs. Substantive changes made to the 2009-19 DCP are:

- Direction on the basis for the valuation of reserve land that is to be vested.
- Establishment of an independent valuation panel in those rare cases where mediation of reserves land valuation is required.
- Clarification about the treatment of credits in the case of properties classified as residential red zone by CERA.
- Minor amendments to the boundaries for the 10 catchments for stormwater and flood protection.
- Addressing development contributions that arise in relation to temporary buildings.
- Clarification that interest and costs may be charged by the Council when a development contribution becomes a debt.
- Significant reconfiguration of the underlying capital programme resulting from the earthquakes.
- Significant revisions of the growth models resulting from the earthquakes.

1.8 How to find your way around this policy

The Development Contributions Policy is in four parts:

- **Part 1: Introduction** - provides a brief background to this policy.
- **Part 2: Calculating development contributions** - sets out the seven steps to calculating the specific development contribution charge based on the location of the intended development.
- **Part 3: Additional information** - includes information on the development contribution payable, detail on development contributions for reserves, private development agreements, use of a memorandum of encumbrance, works and services fees, situations where development contributions are not payable, assessments and development contribution payment requirements.
- **Part 4: Appendices 1 to 8** - contains more detailed information on the basis for, and calculation of, development contributions:
 - Appendix 1: Basis for the Policy
 - Appendix 2: Planning for growth
 - Appendix 3: Capital expenditure in response to growth
 - Appendix 4: Methodology to establish non-residential HUE equivalences
 - Appendix 5: The LGA requirements and other considerations in the calculation of development contributions
 - Appendix 6: Catchment maps for development contribution activities
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Development Contributions Policy 2013

Part 2: Calculating Development Contributions

2.1 Introduction

Under Section 199 of the LGA, development contributions can be sought where the effect of the development requires new assets or assets of increased capacity and the Council incurs capital expenditure for reserves, network infrastructure and community infrastructure to cater for the demand. This includes the cumulative effects that a development may have in combination with another development.

Development for the purposes of requiring development contribution is defined as follows:

- a. any subdivision, building, land use or other development that generates a demand for reserves, network infrastructure, or community infrastructure; but
- b. excluding the pipes, lines or lots of a network utility operator.

Examples include residential development, being the creation of additional lots and/or household units, and non-residential development, being the creation of additional lots and/or an increase in gross floor area (GFA), water usage, impervious surface area (ISA) and traffic movements (VPD), including through a change in land or building use.

The Council has affirmed that the calculation of the development contribution charge is designed to be a simple process, while also being fair and reasonable and compliant with the legislation.

Table 2.1 summarises the seven steps required to calculate the charge. Further detail is outlined in the following sections.

Table 2.1 Process for determining development contribution charge

Step 1 – Determine the number of HUEs per activity	Determine the number of HUEs applicable to the development (refer to Section 2.2).
Step 2 – Determine HUE credits per activity	Determine any credits applicable (refer to Section 2.3 and Table 2.6).
Step 3 – Calculate the net increase in demand per activity arising from the development	Calculate the increase in HUEs (Step 1 minus Step 2) (refer to Section 2.4 and Appendix 4).
Step 4 – Identify the development contribution catchment for each activity	Check what (geographical) development contribution catchment the development lies within (refer to Section 2.5 and Appendix 6).
Step 5 – Check schedule of development contribution charges	Refer to the schedule of development contributions (Table 2.7) and identify the development contributions payable per HUE for the catchment for each activity.
Step 6 – Calculate the development contribution charge per activity	For each activity multiply the net increase in the number of HUEs (Step 3) by the charges payable (Step 5). Sum the results for each activity to achieve the total charge.
Step 7 – Calculate the total development contribution charge	Add GST of 15.0% (as at 1 July 2013).

2.2 Step 1 - Determining the number of HUEs per activity

Where development requires growth-related infrastructure,⁵ the first step is to determine the Household Unit Equivalent (HUE) based on whether the development is residential or non-residential.⁶

2.2.1 - Residential development

For resource consent (subdivision) applications where the Council has determined that the likely development will be residential, it is assumed that every lot created will contain one household unit. A development contribution at the rate of 1 HUE per lot for each activity will therefore be assessed. A lot will be assessed as more than one household unit if it contains more than one kitchen (other than a kitchen in a family flat). In these cases, the lot will be assessed at a rate of 1 HUE per kitchen.

Where the development includes two or more additional residential units, a small residential unit adjustment will apply for residential units less than 100m² each (plus a 17.05m² parking allowance per unit). The adjustment reduces the HUE calculation on a sliding scale from 100% to 60% for residential units less than 100m² each. For example, if the average size of the units is 80m² the small residential unit adjustment reduces the HUE assessment to 0.8 HUEs per unit (80%).

Where two or more residential units are attached in a configuration that does not increase the impervious surface area (ISA) over the average HUE demand, then the charge will be the greater of 1 HUE or the actual demand on ISA determined by the area to be drained to the reticulated surface water network.

⁵ Where the site being developed will not be within the areas of service for water supply, wastewater collection, treatment and disposal or stormwater and flood protection no HUE assessment will be made for those activities when the development is completed. If a development is also providing its own infrastructure, and as a result, places no demand on Council infrastructure, no HUE assessment may be made for that activity. If areas of service later expand and the site is able to use such services, it may attract a development contribution for those activities at that time.

⁶ For resource consent (subdivision) applications, the Council will determine (based on zoning and site-specific factors) whether the likely development on the lot will be residential.

Development Contributions Policy 2013

Part 2: Calculating Development Contributions

If an existing residential unit has received a small residential unit adjustment and is later the subject of a consent application to enlarge the gross floor area (GFA), the Council will assess a development contribution. The Council will not assess a development contribution in respect of any other consent applications to replace or enlarge the GFA of an existing residential unit that has already been assessed at 1 HUE. (Note that replacement of an existing residential unit receives 1 HUE credit for each activity under Section 2.3.)

2.2.2 - Non-residential development

For resource consent (subdivision) applications where the Council determines that the likely development is non-residential, HUEs will be assessed for each activity at 1 HUE per additional lot. In these cases it should be noted that additional development contributions are likely to be required on subsequent resource consents and/or building consents.

For non-residential applications for resource consent (land use), building consent or for service connection, HUEs will be assessed for each activity either based on known demand or determined by zone and site-specific factors, including the gross floor area of the building. All non-residential development will be assessed accordingly for leisure facilities and libraries, for the following reasons:

- it improves equity between residential and non-residential activities;
- it recognises that some of the workforce associated with non-residential activities are not residents of Christchurch but benefit from the infrastructure; and
- both workforce and non-residential activities, in addition to the district’s residents, can be users of leisure facilities and libraries and can change the pattern of demand.

For retirement homes, the residential units will be assessed as per Section 2.2.1 (including any small-unit discount). Non-residential elements of a rest home, such

as a hospital, day care units or administration units will be assessed as non-residential.

All non-residential development will be assessed at zero HUEs for cemeteries.

Non-residential buildings that do not place additional demand on infrastructural services, will be assessed at zero HUEs for each activity.

For reserves a HUE assessment is only undertaken on an application for resource consent (subdivision). Demand is assessed at 1 HUE per additional lot.

2.2.2.1 HUEs when non-residential demand is known

Where the Council is satisfied that demand for an activity is known, the HUE for each activity is calculated from the base units in the following Table 2.2.

Table 2.2. Base unit measures for assessment of non-residential development

Activity	Base unit measure	Demand per HUE	Comments
Water supply	Litres per day	571	Design demand from Infrastructure Design Standard
Wastewater collection, treatment and disposal	Litres per day	456	Design demand from Infrastructure Design Standard
Stormwater and flood protection	Impervious area m ²	427	Assessed average impervious area per household
Transport-related	Vehicles per day	10	Assessed as passenger car unit equivalents

2.2.2.2 HUEs when non-residential demand is unknown

Where the Council is not satisfied that demand for an activity is known, the HUE for each activity is calculated from the following Table 2.3.

Development Contributions Policy 2013

Part 2: Calculating Development Contributions

Table 2.3 Non-residential (Business) HUE equivalents by land use

Land use classification	Measure	Reserves	Water supply	Wastewater collection	Wastewater treatment and disposal	Stormwater & flood protection	Transport-related	Leisure facilities	Libraries	Cemeteries
Retirement villages (1)	Per residential unit	0.2500	0.5000	0.5000	0.5000		0.3000	0.5000	0.5000	1.000
Commercial premises/offices	m2 GFA						0.0043			
All land uses	m2 ISA					0.0038				
All land uses	Lot	1.0000 (2)								
Business 1 – local shopping areas	m2 GFA		0.0034	0.0034	0.0039		0.0209	0.0023	0.0023	
Business 2 – large retail areas	m2 GFA		0.0035	0.0035	0.0039		0.0320	0.0023	0.0023	
Business 3 – light industry	m2 GFA		0.0036	0.0036	0.0041		0.0062	0.0023	0.0023	
Business 4 – industry	m2 GFA		0.0036	0.0036	0.0041		0.0078	0.0023	0.0023	
Business 5 – general industrial	m2 GFA		0.0036	0.0036	0.0040		0.0042	0.0023	0.0023	
Business 6 – rural industrial	m2 GFA		0.0040	0.0040	0.0045		0.0021	0.0023	0.0023	
Business Retail Park	m2 GFA		0.0035	0.0035	0.0039		0.0224	0.0023	0.0023	
Central City & Central City Edge	m2 GFA		0.0035	0.0035	0.0040		0.0099	0.0023	0.0023	
Special Purpose (Airport)	m2 GFA		0.0036	0.0036	0.0041		Spec A	0.0023	0.0023	
Holiday home (residential)	Per residential unit	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000

Notes:

1- This applies to residential units only. Non-residential elements such as hospitals, day care units or administration areas will be charged at business rates as applicable.

2 – Subdivision only

Spec A – Special assessment required

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2.2.3 Extraordinary circumstances and special assessment

The Council may undertake a special assessment if a development has a significantly different impact than that envisaged in the above methodology. A special assessment will be undertaken in the following circumstances:

- For transport, where the type of development proposed is not adequately covered by the standard classes of land use (refer to Table 2.3) This would include, for example, applications such as education, wet industries, hospitals, medical centres, gymnasia, sports stadia, airports, courier depots and any other land uses for which an equivalent is not provided.
- Where the demand for an activity from the development is expected to be greater than double the value identified as average for that type or location of development (refer to Tables 2.2 and 2.3).

In other situations, a special assessment will be at the Council’s discretion.

For stormwater and flood protection development contributions, a special assessment may be warranted if a developer is undertaking all or some portion of Council’s intended capital works, at the developer’s cost, for growth-related stormwater mitigation facilities. The works will be required to meet Council standards, and must be designed and implemented in accordance with the relevant Integrated Catchment Management Plan or resource consent in effect. Land used for this purpose would not be considered as part of the reserve (neighbourhood parks) requirements for development contributions.

For all special assessments, the developer will be required to provide detailed calculations of their development’s present and future demand on community facilities. Using the base unit/HUE conversions, these will be converted to HUEs in the same manner as defined in Table 2.2 and charged accordingly on the net increase

in HUEs. This additional information could be requested or provided at the pre-application stage, or as part of a further information request under Section 92 of the Resource Management Act 1991 (RMA) or Sections 33 or 48 of the Building Act 2004 (BA).

2.2.4 Summary

The following table summarises the HUE assessment process.

Table 2.4 Summary of HUE assessments

Activity	Subdivision	Other Development
Residential		1 HUE per activity per additional household unit, including units in strata title type developments, subject to the small residential unit adjustment.
Non-residential	1 HUE per activity per additional lot.	Standard table of HUEs per activity in units of 1m ² GFA/ISA (Tables 2.2 and 2.3).
Mixed		To be assessed as applicable based on the proportions of the type of development that are proposed.
Extraordinary circumstances		At the discretion of, and on demand by, the Council. The developer is to provide detailed assessments of the development’s water supply, wastewater, stormwater and transport-related demands utilising the mechanism in Table 2.2. Using the standard base unit/HUE conversions, these estimates will then be converted into HUEs and charged accordingly.

2.3 Step 2 - Determining HUE credits

Development contributions are only payable in respect of the additional demand on community facilities created by the development. Credits recognise that a development may replace an existing demand and thus place no (or limited) additional demand on the community facilities.

Credits towards the assessment of a development contribution for any activity will be calculated for the development in accordance with the principles in Table 2.5. Credits cannot be used to reduce the level of development contribution for any activity below zero.

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Table 2.5 Principles for determining credits

Residential	Non-residential
<ul style="list-style-type: none"> Credits will be assessed for any application for consent or authorisation to replace an existing residential unit or to subdivide land containing an existing residential unit (including the unit and strata titling of existing development). The credit will be assessed on the basis of 1 HUE per activity per existing residential unit and/or lot, unless a memorandum of encumbrance or agreement exists on the title/s that recognises any credits or arrangements associated with amalgamation or amalgamation reversal. Where the average size of any existing residential units, where more than one on a lot, is less than 100m² each, the credit will be reduced by the small residential unit adjustment described in Section 2.2.1. For any undeveloped residential lot a credit of 1 HUE per lot per activity will apply. 	<ul style="list-style-type: none"> Credits will be assessed when an application is made for resource consent, building consent or authorisation for service connection in respect of non-residential development which will replace any existing non-residential development, or for subdivision of a site containing existing non-residential development. Credits will be assessed for each activity by applying the equivalences in Table 2.3 to the GFA/ISA of the existing development. Non-residential developments on undeveloped lots created after 1 July 2004, will receive a credit for the greater of 1 HUE per lot or the HUEs assessed at the time of subdivision (under the DCP 2006-07). For developments on undeveloped land created before 1 July 2004: <ul style="list-style-type: none"> at the point of an application for resource consent (subdivision), the development will receive a credit of 1 HUE per activity; at the point of application for building consent, if the lot has been vacant and unused before 1 July 2004, the development will receive a credit per activity of the greater of 1 HUE or HUEs calculated as: <ul style="list-style-type: none"> the average 2004 GFA or ISA ratio for the zone of the development (Table 2.6); multiplied by lot size multiplied by the non-residential land use equivalences for that zone (refer to Table 2.3 Land Use HUE Equivalents). <p>For example, an average 2004 GFA ratio of 31% in the Business 4 Zone x a 2,000m² lot x the 0.0078 Transport equivalence would result in a credit of 4.8 HUEs for transport.</p> For any other application in respect of an undeveloped non-residential lot, a credit to the value of 1 HUE per activity will apply. No credit will be given for a utility site, stopped road or similar site.
Both residential and non-residential	
<ul style="list-style-type: none"> For any existing development demolished or destroyed by fire, earthquakes or some other cause after 30 June 2004, the above principles will only apply if the application to rebuild is received within 10 years from the date of demolition or destruction. In the case of red-zone residential properties, the above principles will apply within the 10 years from the date of the land being classified red zone by CERA. Where there is any doubt as to the date of demolition or destruction the date will be determined at the Council's discretion. If more than 10 years has passed, the lot will revert to an undeveloped lot and receive a credit of 1 HUE per lot. Any additional residential units or non-residential development above that demolished will be assessed for development contributions pursuant to this policy. The Council will assess credits available to existing developments on building consent application for demolition from 1 July 2007. Where demolition or destruction has occurred before this date, or if, for any reason, credits were not calculated before the demolition or destruction, the onus is on the developer to establish the land use and extent of development that has been demolished or destroyed. In the absence of such information a credit of 1 HUE per lot per activity will be applied. An undeveloped lot will be a vacant lot that has not had any development, as defined in this policy, for a period of at least 10 years before the application for resource or building consent or service connection. No transfer of credits between titles can occur, except where the titles relate to the same development site (e.g. new titles created on subdivision). Where a proposal to amalgamate existing titles will result in a lesser number of titles, credits will be held for the difference. These credits will be made available for any future development of the amalgamated titles, provided any such future development is carried out within 10 years of the date of issue of the amalgamated titles. Where an amalgamation occurs, a memorandum of agreement will be registered on the title/s associated with the amalgamation. Where an amalgamation is reversed, a memorandum of encumbrance will be registered on the title/s associated with the amalgamation reversal. An historical credit will not be given for a lot that is redeveloped if the original activity on the lot was non-residential and did not pay, or was unlikely to have paid, a contribution towards reserves and network and community infrastructure when originally developed, except at the Councils discretion. Lots that have been or are being used by a network utility operator for utility purposes will not be given any credit. 	

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Table 2.6 Average 2004 GFA/ISA ratio by zone

Zone	GFA	ISA
Business 1	37%	87%
Business 2	44%	87%
Business 3	43%	97%
Business 4	31%	75%
Business 5	24%	83%
Business 6	7%	56%
Business Retail Park	39%	79%
Central City & Central City Edge	1.14%	97%
Other non-residential	30%	66%

Residential lots within an area classified by CERA as residential red zone that are subsequently demolished will retain the assessed credit with the lot. No red zone credits can be transferred or sold but will remain with the land until they are used on that site or they expire.

2.4 Step 3 - Calculate net increase in HUEs (demand) from the development

The net increase in HUEs is calculated by subtracting Step 2 (credits) from Step 1 (HUEs). This represents the increased demand from a development (refer to Appendix 4 for more detail on HUEs).

2.5 Step 4 - Identify the development contribution catchment

Capital works projects are allocated to either district-wide or location-specific catchments, depending on the nature of the project and the community it is required to serve (see Appendix 3). The distribution of the catchments and the allocation of projects within the catchments has

been determined by differences in physical geography and topography across the district, the nature and level of service delivery associated with each activity and differences in the drivers and behaviours of those using the activities across the district.

The Council has adopted a single district-wide catchment for all activities with the exception of neighbourhood parks and stormwater and flood protection activities.

For neighbourhood parks the four catchments are based on the following boundaries:

- *Central city* - the area within the four avenues.
- *Inner city* - the medium density zoned areas (Living 2 and 3) surrounding the four avenues and around key activity areas.
- *Suburban* - the remaining urbanised part of the city (predominantly Living 1 zoned areas as well as much of the existing business zoned land).
- *Rural* - the remaining areas within the district boundaries (generally including the unserviced part of the district and Banks Peninsula).

Ten stormwater and flood protection catchments have been identified based on physical surface water hydrological boundaries (drainage basins) with catchment boundaries mapped to the closest meshblock boundary.⁷ Minor changes have been made to the 2009-19 waterways and land drainage catchments to align these with other activity catchment areas.

The catchment maps for all fifteen activities on which development contributions are charged are contained in Appendix 6. Council Development Contribution Assessors are also able to help developers identify which activity catchments their development falls in.

2.6 Step 5 – Check schedule of development contributions for reserves, network and community infrastructure

Identify the charges per HUE payable within the relevant catchments (identified from Step 4) for each activity. Table 2.7 - Schedule of development contribution charges by catchment outlines these individual activity charges.

2.7 Step 6 – Calculate the development contributions for reserves and network and community infrastructure

For each activity, multiply the number of HUEs (as calculated at Step 3) by the charge payable for that activity for the relevant catchment (from Steps 4 and 5).

The total fixed development contribution charge per HUE for reserves is applied:

- on both residential and non-residential subdivision, being 1 HUE charge for every additional lot created.
- on residential building, being 1 HUE charge for every additional household unit created.

The charge will also be subject to the statutory maximums under Section 203(1) of the LGA. In this case, development contributions for reserves must not exceed the greater of:

- 7.5% of the value of the additional lots created by subdivision; and
- the value equivalent of 20m² of land for each additional household unit created by the development.

The HUE charge will be reduced for small household units as provided for in Section 2.2.1.

⁷ Meshblocks are geographic boundaries defined by Statistics New Zealand and are used by the Council as the building block for the Council's Growth Model from which the Council develops its capital expenditure programme and development contributions charges (refer to Appendix 2).

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2.8 Step 7 - Calculate total development contribution

The total end-to-end process for assessment of development contributions is exclusive of GST. Development Contributions calculations are quoted exclusive of GST and do not constitute an invoice for the purposes of the Goods and Services Act 1985. Once all the assessments are complete, GST will be added to the final invoice and charged in accordance with the Goods and Services Act 1985.

2.9 Schedule of development contribution charges

Table 2.7 over page identifies the individual development contribution charges for each activity. The charge for neighbourhood parks and stormwater & flood protection is dependent on the location of the development. Council Development Contribution Assessors will be able to confirm the catchment for the development.

These development contribution charges will be updated annually (1 July) to account for any changes in construction and land costs (see section A 7.3). The payment of any development contribution is made in accordance with the schedule of development contribution charges (plus any inflation adjustments) that is applicable at the time of payment.

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Table 2.7 Schedule of development contributions by catchment (as at 1 July 2013)

Activity	Catchment	Development contribution per HUE (excluding GST)	Development contribution per HUE (including GST)	
Reserves	Regional parks	District-wide	\$2,220.80	\$2,553.92
	Garden and heritage parks	District-wide	\$126.00	\$144.90
	Sports parks	District-wide	\$2,163.53	\$2,488.06
	Neighbourhood parks	Central city	\$2,012.28	\$2,314.12
		Inner city	\$6,195.26	\$7,124.55
		Suburban	\$7,687.48	\$8,840.60
		Rural	\$1,244.40	\$1,431.06
Network infrastructure	Water supply	District-wide	\$2,470.54	\$2,841.12
	Wastewater collection	District-wide	\$4,702.35	\$5,407.70
	Wastewater treatment and disposal	District-wide	\$2,477.13	\$2,848.70
	Stormwater and flood protection	Avon	\$1,881.73	\$2,163.99
		Heathcote	\$9,043.34	\$10,399.84
		Estuary	\$4,700.65	\$5,405.75
		Halswell	\$1,192.09	\$1,370.90
		Otukaikino	\$1,192.09	\$1,370.90
		Styx	\$9,035.38	\$10,390.69
		Akaroa	\$1,192.09	\$1,370.90
		Lyttelton	\$1,192.09	\$1,370.90
		Northern Bays	\$1,192.09	\$1,370.90
		Southern Bays	\$1,192.09	\$1,370.90
	Road network	District-wide	\$1,979.04	\$2,275.90
Active travel	District-wide	\$701.00	\$806.15	
Community infrastructure	Parking*	District-wide	\$0.00	\$0.00
	Public transport infrastructure	District-wide	\$90.58	\$104.17
	Leisure facilities*	District-wide	\$0.00	\$0.00
	Libraries*	District-wide	\$0.00	\$0.00
	Cemeteries	District-wide	\$236.00	\$271.40

Note:

The schedule of development contribution charges will be adjusted annually (1 July) to account for any increase in construction cost inflation. The adjustments will be made using the BERL Local Government Inflation Indices (see section A7.3). The payment of any development contribution is made in accordance with the schedule of development contribution charges (plus any inflation adjustments) that is applicable at the time of payment.

*There is no growth-related capital expenditure for parking, leisure facilities and libraries in this DCP. However, the Council reserves the right to charge development contributions for this activity in the future if growth-related capital expenditure is required.

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Part 3: Additional Information on Assessing the Development Contributions Payable

3.1 Development contributions for reserves

3.1.1 Background

The basis for development contributions for reserves is the additional actual or potential demand anticipated for open space and recreational land, and associated facilities, as a result of subdivision and/or development. As the district grows, there is a continuing need for more land to satisfy open space and recreational needs, new areas of which will inevitably become more difficult and more expensive to acquire in appropriate locations as the urban areas become more intensively developed.

In addition to the immediate open space requirements for infill, brownfields or greenfields subdivisions, the future occupants of such developments will also place pressure on the Council's other open space and recreation resources. The Council must therefore, aim to ensure that it obtains sufficient development contributions to fund the acquisition and development of regional, garden and heritage, sports and neighbourhood parks to meet its required levels of service across the whole district.

To meet this full range of obligations, the Council will generally take development contributions towards providing reserves for open space and recreation in money, particularly for infill development. In setting out the plan for reserve acquisitions, the Council has adopted a fiscally neutral position with the development contribution charges required from developers meeting the cost for Council in providing the reserves. This is entirely consistent with the intention of the LGA in terms of community infrastructure provision. This position was also agreed as appropriate by the joint Council / development community working group in 2007 when the basis of reserves development contributions moved from a percentage – based to a cost-based approach.

The Council has also reaffirmed this fiscally neutral position in its DCP principles ensuring that the development contribution charges are a cost – recovery mechanism only. It is also a requirement under s. 203 of the LGA 2002 that the Council's development

contributions for reserves must not exceed the greater of 7.5% of the value of the additional allotments created by a subdivision or the value equivalent of 20 square metres of land for each additional household unit created by the development.

In some circumstances the Council may, at its sole discretion, consider taking land in lieu of, or in addition to, money where provision is practicable, particularly in larger 'greenfields' sites. The Council acknowledges that, in designing a subdivision, the developer has a very good understanding of the needs of the potential occupiers and has a financial stake in ensuring that the subdivision is attractive and satisfies those needs. The Council also has very clear expectations in its Public Open Spaces Strategy 2010-2040 about the levels of service that the community have agreed to in the provision of open spaces, particularly neighbourhood parks, sports parks and regional parks. The resource consent process provides an early opportunity for the Council to work with the developer as to how land for reserves should be acquired. The Council will make an early indication as to whether there is appropriate land within a subdivision plan that could be vested or whether cash development contributions will be payable.

In considering the potential for vesting of land for reserves, the Council's view is simple – there is a mutual benefit to acquire land for reserve purposes for both the developer and the Council. For the developer, the benefit is two fold. Instead of paying cash they are able to vest land to the Council for use as reserves. The benefit in terms of cash flow in this case is significant. In addition to the amenity value that open spaces create, the reserves also provide a premium on those properties that are adjacent to these areas which developers are freely able to obtain. The Council also benefits in this approach by being able to create open space areas in accordance with its levels of service requirements. It also does so without having to outlay large amounts of cash.

The following are some examples to provide a guide as to when the Council may accept land in lieu of money:

- A flat, usable area of land for a sports park, accessible with full road frontage and a size (at least 4 ha.) adequate to accommodate at least two sports fields, tree planting and other open space.
- A relatively flat area of land for a neighbourhood park, accessible to the user population and of a size (at least 2,000-3,000m²) adequate to accommodate children's play equipment, substantial tree plantings and open space.
- A linkage, or potential linkage, along or to significant natural features, or between other areas of public open space and community facilities (excludes linkages between roads).
- Land for the protection or enhancement of significant mature trees, significant areas of indigenous vegetation, indigenous wildlife habitat, margins of waterways or other significant natural features.
- Land for the protection or enhancement of historic or cultural features of significance to the population of the district.
- A usable area of open space for planting as visual relief from a built or highly developed environment.

To avoid doubt, the above examples do not in any way limit the Council's discretion on whether development contributions for reserves should be paid in the form of cash or land. In all respects, the Council will retain the right to decide on the appropriate level of money and/ or land contribution in accordance with this policy. In addition, where land is proposed to be vested, the Council retains the right to make decisions on the appropriateness of land needed for open space and recreation purposes. Land that is offered for vesting must be appropriate in terms of quality and size in accordance with the Council's Public Open Spaces Strategy 2010-2040 and Biodiversity Strategy 2008. Land that does not meet these requirements (such as road linkages or gully's) will not be considered for vesting and a cash contribution will continue to be sought.

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Part 3: Additional Information on Assessing the Development Contributions Payable

In summary, development contribution charges are a cost-recovery mechanism only and are set so as to be fiscally neutral. Where it is mutually beneficial to do so, the Council may accept the vesting of land for reserves. In line with the intent of the LGA, the vesting of reserve land reinforces this fiscally neutral position where neither party should be seen to be exploiting its position. To ensure transparency, consistency, fairness and equity in this approach, this DCP provides guidance on the treatment of additional reserve developments over and above any required by the Council and the valuation of reserve land to be vested.

3.1.2 Additional development of reserves over and above Council's requirements

As mentioned in the previous section, the Council accepts that there are benefits for the future occupants of subdivisions in having plenty of local open space and recreation areas. However, the Council is often asked to take over and maintain larger open space and recreation areas within a new subdivision that are required under the development contribution provisions. While the Council may be prepared to accept the vesting and future maintenance of such land where it is of benefit to all ratepayers, it will not accept, as a credit towards the development contribution required, land provided for open space and recreation where it is only or substantially for the sole benefit of the future occupants of the subdivision.

Likewise, the Council will not accept, as a credit towards the development contribution required, unnecessary levels of development on this land, such as the provision of entrance gateways and fountains, etc. If developers choose to provide such features for the benefit of the subdivision, its future occupants and its competitiveness within the market, it is appropriate that they do so at their own expense (including on-going maintenance requirements).

3.1.3 Land Valuation

Land valuation for the purpose of assessing a purchase price for land to be vested as reserves will be determined by the Council on the basis of the market value of the land at the time the consent is lodged. A request for a reserve land valuation will be made by the Council to an independent valuer within 20 working days from the date the resource consent is lodged with the Council. It will be based on the date of lodgement for the purposes of valuation. The cost of the valuation will be met by the developer. The Council is not required to provide an updated valuation before the issue of Section 224 (c) certificate.

In order for the reserve land to be valued in a fair and reasonable manner and for consistency and certainty in valuation, the following additional guidance is provided:

3.1.3.1 Basis of land valuation

The valuation of reserve land for vesting must be carried out according to the following:

- a. where there are different density zonings within a subdivision or Outline Development Plan (ODP), the value will be based on the lowest density zoning.
- b. the value will include any rights and configuration given by the consents already granted.
- c. in line with valuation principles, the value will be based on the highest and best use for the particular parcel of land valued (based on the lowest density zoning).

3.1.3.2 Treatment of betterment

Developers are often keen to have parks and reserves within their subdivisions, as it creates a better urban environment for the subdivision, and establishes a distinct marketing advantage. Reserves can also directly benefit the surrounding parcels of land that border onto a reserve, which have views of the reserve, by conferring a premium on that land.

In order to achieve the goal of fiscal neutrality for the provision of reserve land, the Council reserves the right to take into account any betterment component of the proposed reserve, in relation to the surrounding parcels of land within the total development. The betterment will only be calculated on the immediate surrounding parcels of land by way of increases to amenity or views, and will comprise the difference in market value of those parcels, compared to the market value if the reserve did not exist. It will not include any assessment of value for parcels of land that are not in the immediate area of the reserve.

The betterment assessment will be deducted from the valuation of the reserve land to determine the purchase price for Council.

The Council retains the right as to how betterment will be calculated and treated and developers should discuss this with the Council's Development Contribution Assessors.

3.1.3.3 Resolution of valuation disputes

Where the developer cannot agree on the valuation of the land to be vested, the matter will

be referred to an independent valuation arbitrator engaged by both the Council and developer for resolution. The onus on the arbitrator will be to seek the correct valuation rather than to mediate a mid-point answer. The findings of the independent arbitrator as to the value of the land will be binding on both parties (i.e. the Council and the developer).

The cost of the arbitrator will be met equally by the developer and the Council.

If having received the final determination of the value of the land proposed to be vested, the Council determines that, at that price the land does not represent a prudent acquisition for the wider community and the Council's broader portfolio of open spaces, it may, at its sole discretion, choose to take the development contribution for reserves in money rather than in land.

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3.1.3.4 Revaluation

If for any reason the development contribution is not paid within 12 months of assessment then a revised valuation will be required. This valuation will be paid for by developers.

3.1.4 Development contributions payable by private development on reserves

Where the Council permits private developments on reserves, such as clubrooms, these will be subject to development contributions as non-residential developments.⁸

3.2 Private development agreements

A private development agreement (PDA) is an agreement, between the developer and the Council governing the payment of development contributions, which can be used for special developments. It is not a case by case bargaining tool. Under a PDA, land or works may be provided instead of or in partial fulfilment of a development contribution of money, as assessed under this policy, for reserves, network infrastructure and community infrastructure. Alternatively land or works may be deferred, reallocated or used as compensation for additional demand placed on infrastructure resulting from development.

A PDA will be a contractual agreement in writing and will identify the terms of the agreement, the extent to which they depart from the standard process and assessment for development contributions and the reasons for entering into the agreement. The terms of a PDA may include the treatment of HUEs and/or the funding arrangements, statements regarding the impacts of the development on the Council's capital works programme and agreement on the timing of payments and other transactional matters.

A PDA cannot be entered into if the consent has already been granted. Where a PDA has been entered into, then it must be finalised before the Certificate of Title (section 224 (c) has been issued to the developer.

The Council may initiate or enter into a PDA with a developer before, or as part of, the consent application process for the development. Representatives of the developer, the Council and, if the Council considers it appropriate in relation to its decision-making obligations under the LGA, any other interested parties, will be consulted before the implementation of any PDA. The Council requires a minimum of two General Managers of the Council to approve the terms of the PDA.

PDAs may be pursued where the Council considers the best interests of the developer, the Council and the community will be met by using a PDA, rather than requiring the payment of a development contribution under the standard provisions of this policy. The following examples describe situations in which a PDA may be used:

1. Where additional reserve and/or network and community infrastructure requirements for a development are supplied by the developer that will benefit the current and future requirements of growth and/or levels of service. Where the cost of the works exceeds the total development contributions assessed and payable for that development, the Council may, at its discretion, reimburse the developer.
2. Where land offered by the developer is accepted by the Council as environmental compensation for development opportunities, generally in addition to, and not instead of, development contributions of cash and/or land for reserves. It is the Council's policy to apply the concept of 'environmental compensation' where land of high landscape or natural value is protected or made available for public use and/or

significant public benefit will be gained from hazard mitigation measures which would substantially enhance amenity values, e.g. planting and wetland protection.

3. Where a major infrastructure development project is being undertaken, e.g. some types of project carried out by Christchurch International Airport Limited or by the New Zealand Transport Agency (NZTA).

Subject to the approval of at least two general managers, the Council may also enter into other agreements with a developer for infrastructure provision, such as in the following situations. These will not necessarily lead to an adjustment of the development contributions payable:

4. Where the developer of a residential or non-residential subdivision applies a reserve development contribution of money and/or land for reserves to provide immediate landscaping and other amenities on a neighbouring or other local reserve outside the subdivision area from which it was derived.
5. Where the developer will meet the additional costs of providing above normal levels of service for reserves or infrastructure, provided the Council agrees to the above normal levels of service for that particular reserve or infrastructure.
6. Where reserves or network infrastructure are funded or supplied by a developer to meet levels of service and the infrastructure requirements of rezoning. Deferred reimbursement may be required if the current capital programme at the time of consent does not reflect the requirements of the rezoning.

⁸ This includes developments undertaken by charitable trusts and non-profit organisations.

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Part 3: Additional Information on Assessing the Development Contributions Payable

3.3 The use of a memorandum of encumbrance

3.3.1 Situations where a memorandum of encumbrance could be used

The Council may choose to work with a developer through the use of a memorandum of encumbrance to carry forward the development contributions payable for a subdivision stage. This may be appropriate where, for example, no reserve land is required at an early stage, but there is land (and possibly improvements) identified in a later stage that the reserve development contributions can be credited against. The memorandum of encumbrance is secured against the balance of lot(s) at a specified later stage of development.

The memorandum of encumbrance effectively 'locks in' the reserve requirements and/or reserve improvements for an agreed monetary amount. This memorandum of encumbrance is then credited against the reserve development contributions at the time the subdivision consent is issued.

The memorandum of encumbrance may operate over multiple stages of the development or more than one resource consent application for the same developer on the same area of development. The memorandum of encumbrance must be finalised before the Section 224 (c) certificate is issued.

On the other hand, the Council may also choose to use a memorandum of encumbrance to secure any development contributions payable when standard payment terms are not achieved (refer to section 3.8).

The Council requires at least two general managers to approve the use of a memorandum of encumbrance.

The Council's preference is to use a memorandum of encumbrance where possible but a memorandum of agreement may be used where appropriate security is available.

3.3.2 Bank Bonds as security

When the value of the development contribution is equal to, or exceeds \$1,000,000, the Council may require a Bank Bond as security for the development contributions payable. This would be in addition to a memorandum of encumbrance or PDA, where, for example, there is no reserve land or reserve improvements that the contributions can be credited against in the subdivision consent issued.

3.4 When the Council will not require a development contribution

3.4.1 Development contributions payable by the Council

The Council is exempt from paying any assessed development contributions for each activity if the development itself is a capital expenditure project for which development contributions are required. This avoids the possibility of collecting development contributions on development to pay for the funding of development. The Council is otherwise required to pay development contributions on the same basis as other developers.

3.4.2 Development contributions exemption for the Crown

Where the Crown is the landowner, it is exempt from paying development contributions by statute, but it is invited to pay development contributions as appropriate on any activities that consume infrastructural capacity. The invitation to pay will not be a condition of the issue of a property information memorandum (PIM) or consent, Section 224(c) certificate, code compliance certificate or service connection.

Not all government bodies can be defined as the "Crown", including entities such as District Health Boards and charter or integrated schools. Development undertaken by these bodies may require a development contribution. The Council's development contribution assessors

are able to advise on whether or not development contributions will be required of any organisation.

3.4.3 Boundary adjustments

Where a resource consent (subdivision) is granted for a boundary adjustment and no additional lots are created, development contributions will not be assessed or payable on the resource consent.

3.5 Other charges

3.5.1 Works and services

Nothing in this policy will prevent the Council from requiring, as a condition of resource consent, the provision of works and services usually, but not exclusively, internal to or adjacent to the boundaries of the development site required to service that development, to connect it to existing infrastructural services and to avoid, remedy or mitigate the environmental effects of the development, except where such works are provided for in the Three-year Plan.

The City Plan defines the nature and standard of the works and services that are to be provided (refer to Part 14: Subdivisions in Volume 3 of the Christchurch City Plan and Chapter 31: Subdivision in the former Banks Peninsula Proposed District Plan) and these works and services standards also apply to development fronting existing legal roads. These works and services are provided by the developer at their cost and, where the asset created is normally owned and maintained by the Council, transferred without charge into Council ownership.

Nothing in this policy will prevent the Council from requiring, at its request and cost, the provision of additional 'extra-over' works by the developer, such as installing a larger pipe and/or constructing a wider road through their development, in anticipation of future demand on those services beyond the boundaries of the development. Where additional extra-over works for a development are supplied by the developer that

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will benefit the current and future requirements of growth and/or levels of service, and where the cost of the extra-over part of the works exceeds the development contribution assessed and payable for that development, the Council may, at its discretion, reimburse the developer. The reimbursement will be via a contractual agreement entered into by both parties, being the developer and the Council. The payment terms of any monies will be negotiated in the terms of the contractual agreement.

3.5.2 Service connection

In addition to development contributions payable at the time of any applicable service connection, the Council may continue to collect service connection fees in accordance with current practice and the LGA for the following assets:

- Water supply connection.
- Wastewater connection.
- Surface water connection.
- Vehicle crossings.

3.5.3 Construction demand

The demand on infrastructure of any activity will be assessed based on the demand that will exist once the activity is established and operational, not on the demand during construction.

3.6 Postponement, review, remission, reduction and refund of development contributions

3.6.1 Postponement of development contributions

With the exception of temporary buildings (section 3.7.6), there are no specific situations where payment of a development contribution will be postponed. However, the Council may, at its discretion, enter into a memorandum of encumbrance or agreement to allow a mutually agreed delay in any development contribution payable under this policy (such as in the situations

outlined in 3.3.1). This decision to delay payment will only be made with the approval of at least two General Managers.

3.6.2 Review of development contributions

The Council does not consider it appropriate to provide any formal review process in the establishment of the development contributions payable. Sufficient opportunities exist for any developer to discuss all matters relating to this policy with Council staff, to outline any extraordinary circumstances and for matters to be brought before the Council for a decision (see Appendix 7 Section 7.1). Where appropriate, special assessments may be available for those developments that do not fit neatly within the land use categories in this policy. Council's development contribution assessors are available for further clarification and explanation on the process of development contributions, the amounts payable and the payment terms.

3.6.3 Remission and reduction of development contributions

This policy does not provide for any specified remissions or reductions to be applied for or granted, other than the credits (section 2.3) and the temporary building delayed payment or waiver provision (section 3.7.6) that are described elsewhere in the policy. The Council does not consider development contribution remissions to be an appropriate means of advancing strategic objectives unrelated to growth-related capital cost recovery (such as the retention of heritage buildings, encouraging development of the central city or the provision of social housing), for the following reasons:

- The introduction, and a large number or range, of remissions leads to less transparency and more complexity in the administration of development contributions. If the Council wishes to advance particular strategic objectives, it is considered more appropriate to do so outside of the DCP.
- It may be considered unfair that developers, rather

than the district as a whole, should pay to achieve such strategic objectives.

- The availability of relevant remissions is likely to be capitalised into and increase the land value of development sites. Remissions may not advantage the developers of developments that remissions seek to encourage.

The Council may consider introducing incentives-based policies where appropriate to advance strategic objectives. However, any such policy will sit outside this development contributions policy.

This DCP does provide for the Council, at its sole discretion, to consider and grant remissions and/or reductions in unique and compelling circumstances.

3.6.4 Refund of development contributions

The refund of cash and return of land will occur in accordance with Sections 209 and 210 of the LGA, in the following circumstances:

- If the development does not proceed.
- If a consent lapses or is surrendered.
- If the Council does not provide any reserves, network infrastructure or community infrastructure for which a development contribution was required.
- If the Council does not apply money within 20 years, or use land within 10 years, or any relevant agreed period, of that contribution being received for any specified reserve purpose.

For the avoidance of doubt, and except in relation to any money or land taken for a specified reserves purpose, the Council will not refund a development contribution where any specific project does not proceed, unless the activity for which the development contribution was taken is not provided.

Any refunds will be issued to the current consent holder and/or title holder for the development to which they apply. The amount of any refund will be the development contribution paid, less any costs already incurred

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by the Council in relation to the development and its discontinuance, but may include any interest earned depending on the circumstances of the case.

3.7 Timing of assessment and payment

3.7.1 Applicable policy

Under the LGA, a development contribution can be required for any resource consent, building consent or authorisation for a service connection lodged after 19 December 2001 and granted on or after 1 July 2003. The Council's policy is that only applications lodged and granted on or after 1 July 2004 (the date on which the Council's inaugural DCP came into force) will be subject to development contributions.

Developments that have completed the consenting process, i.e. have already been granted all necessary consents and authorisations, will not attract any additional development contributions. This means that any consents and authorisations applied for before 1 July 2004, and all those subsequently applied for, assessed and approved under the DCPs 2004-14, 2006-16, 2007-09 and 2009-19, will not be reassessed for, or attract any additional development contributions.

On any application for further consent or authorisation in relation to a development, credit will be given for any development contributions previously paid or the pre-existing lawful status of the development in accordance with Section 2.3.

If a complete application for resource consent, building consent, or service connection authorisation is received by the Council before the effective date for this or any previous policy then, even if it is not granted before the effective date, the development contribution will be assessed in accordance with the DCP that applied at the time the complete application was received by the Council.

If a complete application is received by the Council on or after 1 July 2013 then the development contribution will

be assessed in accordance with this policy.

3.7.2 Assessment

The Council will assess whether development contributions are payable before granting:

- A resource consent (subdivision or land use).
- A building consent.
- An authorisation for a service connection that is not part of a resource consent or building consent.

As a general rule, development contributions will be assessed and advised at the earliest opportunity. This is generally at the resource consent (subdivision) and building consent stages. Resource consent (land use) and service connection applications provide an opportunity for the Council to assess any development which is independent of subdivision or building activity. As with any assessment, only the additional demand on community facilities being created by a development will be assessed for development contributions.

Where previous development contributions have been assessed and paid on earlier stages of a development, a development contribution is sought only in relation to the additional demand created by each further stage. Generally, the Council considers that the resource consent (subdivision) stage is the most appropriate time to take a development contribution, for the following reasons:

- It creates the legal framework for the development of the lots and buildings which cause the demand for additional reserves, network infrastructure and community infrastructure.
- Economies of scale in implementation cost (most of the work will have been done at this stage).
- Fairness.
- Provides the best available knowledge for the forecasting and allocating of capital budgets.

Large subdivisions may be developed in stages, where one resource consent (land use) may be granted for the entire development prior to any resource consents (subdivision) being granted. In such situations, the Council may invoice the initial development contribution at the time of issuing the land use consent or, at its discretion, may defer this collection until the subsequent subdivision consents are issued.

Similarly, development contributions will be sought at resource consent (land use) or building consent stage, or on application for a service connection, where intensification for residential or non-residential purposes takes place independently of subdivision, although credits under Section 2.3 may be available to ensure only additional demand is assessed at each stage.

3.7.3 Invoicing and Payment

Development contributions must be paid within 30 days of the invoice being issued (or such further time as may be specified in the invoice). An invoice will be issued when requested by the applicant, or for:

- Resource consents (subdivision) – prior to release of the Section 224(c) certificate (including, in the event of a staged subdivision consent, prior to the release of the Section 224 (c) certificate for each stage).
- Resource consent (land use) – prior to commencement of the consented development
- Building consents – prior to issue of the code compliance certificate.
- Service connection – prior to authorisation for connection.

“Prior to” in the above situations means any time between the consent or service connection being granted and the final approval step. Council may issue an invoice, at its discretion, if it considers the development is utilising Council infrastructure for which development contributions are being required.

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3.7.4 Reassessment

Without limiting the Council's ability to recover development contributions under Section 208 of the LGA, reassessment of the development contribution payable will occur under the DCP which is current at the time of assessment if payment for all activities assessed is not received within 12 months of issuing the assessment or reassessment. If standard payment and recovery requirements cannot be agreed after this point, then the Council may enter into a memorandum of encumbrance or agreement to secure the outstanding debt (refer to section 3.8). This will only be undertaken with the approval of at least two General Managers.

3.7.5 Applications to vary consents or the conditions of consents

Applications to vary consents or the conditions of consents, may result in a change to HUEs, GFA, ISA or actual demand calculated for special assessments. In these situations, revised or new assessments of the development contributions payable will be issued. The receipt of applications for new development will not limit the Council's ability to collect any development contribution already owing in relation to existing development under Section 208 of the LGA.

3.7.6 Payment of development contributions for temporary buildings

In response to the Canterbury earthquakes temporary buildings are being constructed that are intended to be removed after a certain period. In most cases, these buildings will be erected on a site where there are development contribution credits available and no development contributions would be required. However, in some situations, the demand for community facilities from the temporary building is greater than the underlying HUE credits and a development contribution will be required under this policy.

To assist the earthquake recovery, the Council considers it appropriate to recognise the temporary nature of such

buildings. An assessment of development contributions will be made (and reassessed every twelve months as provided for in this policy) but invoicing and payment of the development contribution will be deferred until such time as the Council is satisfied that the building is no longer temporary. The Council will waive payment of any development contribution where the temporary building is removed within 5 years from the date the temporary activity consent or building consent was granted (whichever is the later in time).

Extensions in time for this situation may be considered through the use of a memorandum of encumbrance or agreement.

3.8 Enforcement powers of the Council if a development contribution is not paid

If payment of the development contribution is not made as provided for in this DCP and on invoice, the Council will use the powers outlined in Section 208 of the LGA. The Council may also commence debt recovery action.

Section 208 states that until a development contribution required in relation to a development has been paid, the Council may:

- a. (in the case of a development contribution required under Section 198(1)(a) of the LGA:
 - withhold a certificate under Section 224(c) of the RMA.
 - prevent commencement of a resource consent under the RMA.
- b. in the case of a development contribution required under Section 198(1)(b) of the LGA, withhold a code compliance certificate under Section 95 of the Building Act (BA);
- c. in the case of a development contribution required under Section 198(1)(c) of the LGA, withhold a service connection to the development; and

d. in each case, the Council will register the development contribution under the Statutory Land Charges Registration Act 1928, as a charge on the title of the land in respect of which the development contribution is required.

If the Council commences debt recovery action in respect of an unpaid development contribution, interest will be charged, and is payable from the date the debt became due, at the prescribed rate that applies in Section 62b of the District Court Act 1947. The Council may also seek to recover the costs incurred in pursuing recovery of the debt.

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Appendix 1:	Basis for the policy
Appendix 2:	Planning for growth
Appendix 3:	Capital expenditure in response to growth
Appendix 4:	Methodology to establish non-residential HUE equivalences
Appendix 5:	LGA requirements and other considerations in the calculation of development contributions
Appendix 6:	Catchment maps for development contribution activities
Appendix 7:	Additional information
Appendix 8:	Glossary of terms

Appendix 1: Basis for the policy**A1.1 Introduction**

Development contributions are an accepted way for Councils to fund growth-related demand for additional reserves, network and community infrastructure or for increasing the capacity of existing infrastructure to meet growth-related demand. This appendix outlines the principles used in the development and application of the development contributions policy and the steps that the Council goes through to determine what constitutes an appropriate charge for growth-related development.

A1.2 Principles of the DCP charges

The development contributions policy seeks to establish a transparent, consistent and equitable basis for requiring development contributions based on the following principles (in no particular order):

- Transparency – there should be transparency about how the development contribution charges are calculated and set and how they are applied to individual developments.
- Certainty – there should be certainty to developers about the level of development contributions payable. Charges should be applied consistently to all developments.
- Fair and reasonable charges – the level of development contribution charges should reflect the costs of growth and generally not act to deter development.
- Simplicity – the policy should be relatively simple to understand and administer.
- Beneficiary/causer pays – the costs of growth-related infrastructure should be met, as far as possible, by those who benefit from, or create the demand for, the infrastructure.

Cost-recovery mechanism only – any incentives to encourage particular types of development should sit outside the DCP. The charging mechanism should remain ‘pure’ and relate only to the costs of providing new

growth-related infrastructure or to increase the capacity of existing infrastructure.

- Compliance with the law – the DCP shall comply with the LGA which provides the statutory basis for development contributions. In addition, the DCP shall be consistent with established case law.
- Intergenerational equity – the cost recovery period for the development contribution charges should be equitable and consistent to ensure that each generation pays its fair share and that economic efficiency is sustained by signalling the true costs of growth at different points in time.

A1.3 Steps in funding growth through development contributions

In determining whether development contributions are an appropriate funding source to fund growth-related activities, the LGA 2002 requires the Council consider s. 101 (3) for each of the activities. These questions include, for each activity:

- how they relate to community outcomes - s. 101 (3) (a) (i)
- who benefits from that activity - s. 101 (3) (a) (ii)
- the period over which those benefits are expected to occur – s. 101 (3) (a) (iii)
- who created the need for that activity to be undertaken – s. 101 (3) (a) (iv)
- the costs and benefits, including consequences for transparency and accountability, of funding that activity – s. 101 (3) (a) (v)
- how any decision about funding this activity will impact on the community – s. 101 (3) (b).

In practice, this consideration can be summarised into four steps:

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Step 1:
How does the development impact on community outcomes?
Step 2:
Who creates the demand and over what period do the benefits occur?
Step 3:
How should the activity be funded?
Step 4:
How does the funding for this activity impact on the community?

Figure A1.1: Steps in determining whether development contributions are an appropriate funding source for different activities

A1.4 Step 1 – How does the development impact on community outcomes?

Community outcomes are the outcomes that the Council aims to achieve in meeting the current and future needs of the community for good quality local infrastructure, local public services and the performance of regulatory functions. On a district-wide basis, the Council considers how groups of activities that it needs to undertake contribute to achieving these community outcomes. For example, the Council has determined that water supply infrastructure projects are required to contribute to the community outcomes of ‘a safe and reliable water supply’ and ‘water quality and quantity are protected and restored’.

Using development contributions as one of the funding sources ensures new developments make an appropriate contribution for additional or increased capacity of community facilities. The Council considers that capital expenditure being incurred to meet the increased demand for community facilities contributes to achievement of the following community outcomes:

Table A1.1 Contribution to achievement of community outcomes

Community outcomes	Reserves	Network infrastructure projects	Community infrastructure projects
Liveable City			
• Christchurch has a strong central city	✓	✓	✓
• An attractive and well-designed urban environment	✓	✓	✓
• The transport system meets the needs of the community		✓	✓
• Development is focussed on well-defined urban areas	✓	✓	✓
• Christchurch has a range and choice of housing		✓	
• A safe and reliable water supply		✓	
Strong Communities			
• Christchurch’s culture and heritage are valued	✓		✓
• People have a sense of connection to and participate in their community	✓		✓
• People participate in a wide range of recreational activities	✓		✓
• Communities are safe	✓	✓	✓
Healthy Environment			
• Christchurch’s unique landscapes and indigenous biodiversity are protected and enhanced	✓	✓	
• Water quality and quantity are protected and restored		✓	
• The community values natural resources and uses them sustainably		✓	
Prosperous Economy			
• Christchurch is a good place to do business	✓	✓	✓
• Christchurch has a strong economic base		✓	

The list above summarises 15 of the high-level community outcomes. The full set of 64 lower-level dimensions of these high-level outcomes are listed in Volume 1 of the Three-year Plan.

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A1.5 Step 2 – Who creates the demand and over what period do the benefits occur?

As described in Appendix 2, the Council has estimated the extent of growth within the district. The Council has also identified its capital expenditure necessary to meet the demands of the growth community (see Appendix 3).

Where the existing capacity of community facilities is insufficient to provide the levels of service to new residential and non-residential users specified by the Council in the Three-year Plan, those new users (i.e. the growth community) therefore create the need for new community facilities. This, in turn, requires the Council to incur capital expenditure to meet the level of service.

The Council also recognises that capital expenditure may be necessary to increase the level of service for the whole community, due to:

- ratepayers who want increased levels of service.
- obligations on the Council to raise the levels of service to meet resource consent or statutory obligations and conditions.
- visitors to this city using the facilities.

The allocation of the benefits and the costs of the capital expenditure take all these other factors into account.

For each of the community outcomes and the activities required to achieve these outcomes, the Council has developed a programme of network and community infrastructural capital works and planned reserves purchases. For each capital project on that programme, the Council makes an informed judgement about whether the asset being created will provide capacity to, and therefore benefit, the existing community (which includes visitors to the city), the growth community, or both of those groups. The capital expenditure and benefit allocation in this policy is analysed as follows:

- renewal expenditure – this benefits the existing community only and replaces the existing asset base (no cost allocation to the growth community).

- backlog expenditure – new asset capacity is of benefit to the existing community only, to meet the shortfall in the current level of service (no cost allocation to the growth community).
- changed (increased) levels of service - capital expenditure that benefits all of the community. The pro-rata portion that benefits the growth community is allocated to them and is potentially recoverable by development contributions.
- new services expenditure – capital expenditure to provide benefits to both the existing and the growth community on a pro-rata basis. The portion that benefits the growth community is potentially recoverable by development contributions.
- growth expenditure – this is the estimated expenditure needed by, and which benefits, the growth community over the next 9 years. Asset capacity that provides benefits beyond that period may be allocated to future growth communities and may form part of future development contributions.

This process of cost and benefit allocation is carried out by the Council using a proprietary model which assists it to make and record judgements about whether the need for a particular project is driven by the district's existing community, the growth community or both. The model also assists the Council to make and record judgements about the various beneficiaries of the infrastructure projects.

Based on this information, the model apportions the cost of infrastructure that can be attributed to either the existing or growth community. It also enables the Council to calculate how this cost of growth is spread both across the district and across time. The cost of growth in each part of the district over the period of the capital programme is thus the amount that could potentially be recovered from that community via development contributions.

It is important to note that the existing network of community facilities includes some excess capacity, which will benefit the growth community. Some components with excess capacity are included in development contributions, but many are not. The growth community therefore benefits from some existing assets and past capital expenditure without any additional charge made to them. Both existing and growth communities share proportionately in the benefits of excess capacity until consumed by the expanding community.

For each of the individual projects that require capital expenditure, the Council also determines the length of time over which the asset created by that expenditure will provide a benefit to the whole community.

A1.6 Step 3 – How should the activity be funded?

The benefits of additional community infrastructure capacity accrue to the improved or new properties generating demand for that capacity. The Council's view is that the use of development contributions to partially fund the cost of growth in community facilities is best done in proportion to the benefit received by the growth community.

The benefits of funding additional infrastructure capacity to meet demand from development include greater transparency and efficiency by requiring an appropriate share of the actual costs to be paid by developers. An additional benefit also arises, because the use of development contributions ensures that existing ratepayers are not paying for infrastructural capacity that they do not require. This also ensures intergenerational equity by not repeatedly charging existing ratepayers for new infrastructure.

For some activities, the use of catchments, or areas in which there are common service delivery characteristics, also aids transparency and efficiency by identifying the variations in the cost of providing infrastructure according to the characteristics of the particular

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locality and the nature of the works required. Although development contributions do not incur significant administrative costs once systems are established, the use of small local catchments to collect development contributions may not be cost effective because of the requirement to collect and maintain detailed data at a localised level. For some activities, the cost of provision will not vary across the district. This is typical for activities with a larger number of widely located projects, projects that benefit a wide geographic area or where there are no differences in the cost of provision between locations. In these cases, a district-wide charge may be more efficient.

A1.7 Step 4 – How does the funding for this activity impact on the community?

Finally, the Council considers how funding each activity will impact on the community. In general, the Council believes that the majority of the cost of assets being created or enhanced for the growth community should be paid for by the growth community through development contributions. This is consistent with the underlying principles outlined in the relevant sections of the LGA 2002. Failing to fund growth in this manner would impose an unfair burden on the existing ratepayer community.

Where existing residents do gain a benefit from new infrastructure that is created to meet the needs of the growth community, the value of this benefit is not included within development contributions.

Ensuring adequate levels and balance between the various sources of funding to provide appropriate infrastructure is central to the Council's thinking of its management and development role. Development

contributions are set so as to be fair and reasonable without deterring development. In line with the principles in section A1.2, development contribution calculations are also transparent and consistent and are a cost recovery mechanism only.

Appendix 2: Planning for Growth

A2.1 Growth model⁹

District-wide growth assumptions underpin the Council's asset management plans and capital expenditure budgets. Growth in the district has been projected for the following three components:

- additional residential households.
- additional non-residential floor area (m²).
- additional non-residential impervious surfaces (m²).

Population and household growth is based on the "quick scenario" developed for the UDS partners by Market Economics, after the Christchurch earthquakes.¹⁰ This model adjusted the pre-earthquake UDS forecasted households for the anticipated impacts of the earthquakes, including the total number and location of households and the impact of the residential red zone on household movements. From this household scenario, the population was forecast using the relationship between households and population in the most recent Statistics New Zealand subnational population and household projections.¹¹ Non-residential growth, as estimated by the Council, is based on historic rates of development collected from the Council's non-residential building consents records and historic employment from Statistics New Zealand Annual Business Frame Update.¹² These

were then distributed using the employment distribution in the post-earthquake update of UDS Transport Model (Christchurch Transport Model – CTM).

Changes in impervious surfaces are based on impervious information provided by Landcare Research derived from Landsat satellite imagery. Impervious surface projections were then generated by using the projected non-residential growth to identify the amount and location of future change.

The cost of growth due to increased visitors is recovered through residential development contributions charged to holiday homes and through non-residential development contributions charged to new and growing businesses benefiting from visitor volume growth, such as hotels, motels, tourism operators, passenger transport operators and food and beverage providers.

⁹ Refer to Christchurch City Council, *Development Contributions Policy 2013-22 Growth Model (Households and Business Floorspace)* as at November 2012.

¹⁰ <http://www.greaterchristchurch.org.nz/News/PDF/UDSHouseholdScenarios2011-2041.pdf>

¹¹ *Statistics New Zealand Subnational Population Projections 2006 base released February 2010, and Statistics New Zealand Subnational Household and Family Projections 2006 Base released December 2010. Both projection series were provided as a customised request for the UDS partners and extend beyond the standard period.*

¹² http://www.stats.govt.nz/browse_for_stats/businesses/business_characteristics/nz-business-demography-statistics-info-release.aspx

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Table A2.1 summarises the growth projections used in the 2013 DCP.

Table A2.1 District growth projections

	2013	2022	9 year percentage change 2013-22	2056	Percentage change 2013-56
Population ¹³	365,000	377,000	3%	445,500	22%
Households	150,000	159,500	6%	195,000	0%
Business floor area (million m ²)	9.1	10.0	10%	10.7	17%
Non-residential impervious surfaces (million m ²)	23	24	8%	25	11%

These projections indicate that:

- Residential growth between 2013 and 2022 will produce 9,500 additional households (6% growth) spread across greenfield, infill and rural locations.
- Household growth from 2013 to 2056 is estimated to produce around 44,500 additional households (30% growth).
- Non-residential growth between 2013 and 2022 is expected to be in the order of 0.9 million m² of new floor area, a growth rate of 10%.
- Non-residential growth from 2013 to 2056 is expected to be around 1.5 million m² (17% growth).
- Impervious surfaces for non-residential areas of the district is expected to increase by 1.9 million m² (8.0% growth) in the nine years from 2013 to 2022 and by 2.5 million m² from 2009 to 2056 (11% growth).

Under 'normal' conditions, growth projections are subject to uncertainties as to the amount, timing and location of growth. In the post-earthquake environment, this level of uncertainty is significantly higher with the movement of people, households and businesses relocating temporarily or permanently adding complication.

To reduce this uncertainty, the Council will undertake more frequent updates and assessments of growth than was planned pre-earthquakes. In addition, the Council will continue to monitor the actual growth in residential development, non-residential development and impervious surfaces and compare these trends with the forecast growth from the growth model.¹⁴ It is anticipated that over the short term there will be periods where actual growth will be above or below the forecast growth. However, it is expected that these periods will average out closer to the forecast trend. The monitoring of actual

trends versus the predicted growth will be used to adjust the growth model to improve the accuracy of forecasting over time. It will also inform future asset management planning and the subsequent capital programmes.

A2.2 Application of household unit equivalents (HUEs) as the unit of demand

The most equitable way to apportion the cost of new reserves, network infrastructure and community infrastructure in response to growth demand is on the basis of the number of equivalent new households expected. A growth model has been developed in order to predict growth throughout the district in terms of representative household demand or HUEs.¹⁵ This growth information is presented by activity and by catchment. It is recognised that household units will vary throughout the district and that the demands they generate also cover a broad range. Given the relatively large size of the development contribution catchments and the administrative burden if multiple household types were to be used, the implied averaging of development contributions is considered efficient, equitable and appropriate.

The projections in Table A2.1 for the non-residential floor area (GFA) and non-residential impervious surface area (ISA) are multiplied by the equivalences in Table 2.3 to convert the non-residential growth to HUEs.

¹³ Household and population projections are rounded to the nearest 500.

¹⁴ It is important to note that the increase in capital expenditure resulting from growth is not necessarily proportional to the increase in population, household or business growth, i.e. actual costs for growth will depend upon the particular capital works required. In addition, infrastructure capital expenditure may be committed ahead of growth.

¹⁵ A HUE is defined as being equivalent to one 'average' household unit. The consumption and demand requirements of this household have been averaged across the catchments or district for that activity.

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Appendix 3: Capital Expenditure in Response to Growth

A3.1 Activities and catchments for which development contributions will be required

The LGA allows the Council to require a development contribution from any development for:

- Capital expenditure expected to be incurred as a result of growth; or
- Capital expenditure already incurred in anticipation of growth.

Table A3.1 summarises the capital expenditure by activity. Over \$544 million of capital expenditure is expected to be needed to fund the cost of growth across the district.

Table A3.1 Summary of growth-related capital expenditure (GST Exclusive)

Activity	Sum past years	Sum future years	Total cost	3rd party funding	Renewal	Backlog	Unallocated	Growth
Regional parks	17,450,044	3,700,000	21,150,044		3,636,608	183,566		17,329,870
Garden & heritage parks	2,110,659	10,524,000	12,634,659		2,053,500	7,606,893		2,974,266
Sports parks	12,329,384	4,275,000	16,604,384		844,000	131,679		15,628,705
Neighbourhood parks (all)	8,644,724	142,370,590	151,015,314		122,747	46,979,606		103,912,961
Total Reserves	40,534,811	160,869,590	201,404,401		6,656,855	54,901,744		139,845,801
Water supply	30,196,828	52,274,654	87,471,482		15,952,444	12,227,625	8,770,801	50,520,612
Wastewater collection	344,575,940	165,779,246	510,355,186		35,109,950	317,942,400	14,984,820	142,318,376
Wastewater treatment and disposal	309,478	62,760,001	63,069,479		6,029,485	7,328,263	35,964,849	13,746,882
Stormwater & flood protection (all)	87,547,442	102,840,000	190,387,442		10,473,425	70,371,771		109,542,246
Road network	57,511,009	203,412,533	260,923,542	56,758,596	16,366,791	112,721,901		75,076,254
Active travel	299,974	72,973,101	73,273,075	5,273,100	0	43,703,396		24,296,579
Parking								
Public transport infrastructure	11,050,513	13,793,098	24,843,611	7,856,044	233,346	11,760,920		4,993,301
Total Network Infrastructure	531,491,184	678,832,633	1,210,323,817	69,887,740	84,165,081	576,056,276	59,720,470	420,494,250
Leisure facilities								
Libraries								
Cemeteries	805,031	3,750,000	4,555,031			456,674		4,098,357
Total Community infrastructure	805,031	3,750,000	4,555,031	0	0	456,674		4,098,357
TOTAL	572,831,026	843,452,223	1,416,283,249	69,887,740	90,821,936	631,414,694	59,720,470	564,438,408

Note:

A: These figures are in 2013-14 dollars. The full schedule of past and pending growth-related capital expenditure is obtainable online at <http://www.ccc.govt.nz> and at the Council's Civic Offices, 53 Hereford Street.

B: There is no growth-related capital expenditure for parking, leisure facilities and libraries in this DCP.

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A full breakdown of the Council's growth capital programme is set out in Table A3.2 below.

Reserves

Development contributions will be required for:

- The expansion of the reserves assets portfolio, through the continued purchase of new reserves and through vesting new reserves from subdivisions, to:
 - maintain the existing level of service of 18.0 ha. for regional parks and 3.5 ha. for sports parks per 1000 people; and
 - maintain the existing level of service of 1 ha. per 1000 people for neighbourhood parks in each catchment; and
- The development of reserves and maintenance of levels of service provided to meet new needs for public open spaces.

The Council's reserves assets portfolio includes the following internally classified types of reserves:

- Regional parks – large, predominantly rural reserves, including coastal areas, the plains, wetlands and the Port Hills. Such reserves are primarily intended to protect and conserve natural, cultural and heritage landscapes and features while providing for passive recreation with a feeling of visual relief and remoteness from urbanity. The regional parks also contribute to the 'garden city' outcomes for Christchurch and Banks Peninsula.
- Garden and heritage parks – small to large, predominantly urban reserves intended primarily to provide for distinct 'garden city' landscapes and protect heritage features, such as Victorian heritage gardens, fountains, clocks and statues.
- Sports parks – large reserves intended primarily to provide for formal, city-wide, active recreation (sporting activities and events) and open space.

- Neighbourhood parks – small to medium sized reserves intended to provide for informal local, passive and active recreation and open space.
- Pocket parks – small sized reserves usually in higher density developments intended to provide a gathering point or passive recreation for residents or workers.
- Reserves for amenity purposes within or adjoining non-residential areas.
- Pedestrian and cycling linkages along or to significant natural features, or between other reserves and community facilities.
- Works for any other purpose permitted by Sections 205 and 206 of the LGA.

Reserves may be developed with either soft or hard landscaping, along with associated infrastructure such as seating, lighting, play equipment, public conveniences, artworks and water features, i.e. grassed with planting, or paved with raised planters in a highly developed environment such as the central city. This development will be consistent with the Council's required levels of service for reserves. Any development over and above this requirement will be funded by the developer (section 3.1.2). This recognises the financial and marketing benefits that such additional development will accrue to that particular development.

Funding provision for growth over the next nine years will focus on the continued expansion of the neighbourhood parks, including through vesting of land in new subdivisions. One significant regional park will be purchased and minor land will be acquired to open up frontages to existing sports parks.

Outside the greenfields vesting of reserve land, neighbourhood parks purchases are being made as part of the Public Open Spaces Acquisition Plan to balance infill housing in Living 3 Zones. This will meet the goal of the strategy to ensure at least 90% of residents in the urban environment live within 400m of a reserve. In particular, additional local reserve purchases continue

to be planned in areas such as Addington, Riccarton, Central City, St Albans, Papanui and the inner city east.

In addition to extensions to existing reserves or the formation of linkages between them, the Open Spaces Acquisition Plan intends to add around 10 new reserves per year, which also need to be developed and levels of service provided to meet new needs. The significant increase in residential development within the central city as envisaged by the Christchurch Central Recovery Plan will also require substantial amounts of open space to meet existing levels of service.

The development of land for residential purposes increases the actual or potential number of users of the open space and recreational facilities that reserves provide. Similarly, the development of land for non-residential purposes usually implies an increase in employment in an area, with consequent demands for open space to meet the leisure, walking and cycling needs of workers in, and visitors to, business areas and to enhance local amenity values. The emergence of residential units above businesses in the light industrial zones and the greater mixed-use zoning proposed by the UDS further supports the need for development contributions for reserves from subdivision for non-residential purposes.

In the 2007 DCP, the Council changed from a percentage of land value development contribution charge to a fixed HUE-based charge which is more directly linked to the Council's capital expenditure programme. As spelt out in section 3.1.1 this ensures a fiscally neutral position in funding reserves. The current reserves charges for regional, garden and heritage and sports parks have been kept to a district-wide charge because this best reflects the usage of those parks and the benefits that will accrue from them to the growth community. Neighbourhood parks continue to be based on four location-specific catchments (central city, inner city, suburban, rural) to reflect the localised nature of their usage and the different relative cost of land acquired in each of the catchments for neighbourhood parks.

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Water supply

Development contributions will be required for the ongoing upgrade in capacity of the water supply network of pipes and pumping stations, and capital works to provide additional reservoir capacity.

Wastewater collection

Development contributions will be required for the ongoing upgrade in capacity of the network of wastewater pipes and pumps.

Wastewater treatment and disposal

Development contributions will be required for the ongoing upgrade in capacity of wastewater treatment plants.

Stormwater and flood protection

Development contributions will be required for the ongoing upgrade in capacity of the network of pipes and streams that make up the surface water management system and which benefit the urban parts of Christchurch as a whole.

Road network

Development contributions will be required for the ongoing provision and upgrade of the public road network, particularly intersection improvements around new subdivisions. Development contributions are also required for traffic services and safety programmes, road infrastructure (including bridges, walls and culverts), road drainage facilities (kerbs and channels) and road amenity (including street lighting and landscaping).

Active travel

Development contributions will be required for the ongoing provision and upgrade of facilities for active travel, including walking networks (including public

footpaths, public pedestrian malls and open spaces), cycling networks and public on-road and off-road cycle linkages and travel behaviour change programmes.

Parking

Due to the rebuild of the central city, there are no growth-related capital projects for parking included in the planned capital programme. This activity therefore does not attract any development contribution charge in this DCP. However, the Council reserves the right to charge development contributions for growth-related parking infrastructure at a later date should the need arise.

Public transport infrastructure

Development contributions will be required for the ongoing provision and upgrade of public transport infrastructure bus priority systems and bus stop infrastructure.

Leisure facilities

There is no growth-related capital expenditure for leisure facilities in this DCP. However, the Council reserves the right to charge development contributions for growth-related leisure facilities infrastructure at a later date should the need arise.

Libraries

There is no growth-related capital expenditure for libraries in this DCP. However, the Council reserves the right to charge development contributions for growth-related libraries infrastructure at a later date should the need arise.

Cemeteries

Development contributions will be required for the provision of new cemeteries for body and ashes burial and the expansion of existing cemeteries.

A3.2 Capital expenditure incurred in anticipation of growth

In the past, the Council has incurred expenditure in anticipation of development. Under the LGA the Council can recover the growth component of these projects implemented to support the future city. A 'Schedule of past projects with residual capacity' is included in the supporting information to the Three-year Plan. The cost of the growth component is determined from the actual total cost to implement these projects.

A3 Third-party funding

Where the Council anticipates funding will be available from a third party such as NZTA for any part of the growth component of the capital expenditure budget, then this proportion of funding has been excluded from the total cost of estimated growth to be funded by development contributions.¹⁶ Similarly, any insurance funding received as a result of the rebuild has been factored into the capital funding requirements.

A3.4 Use of development contributions

The Council will use development contributions only for the capital expenditure required for growth-related capital expenditure on reserves or network and community infrastructure.

Where a development contribution is received for capital expenditure that has already been incurred by the Council, the Council will have met its obligations under the LGA that relate to the use of the development contributions, unless a refund is due.

Where the Council has received development contributions for reserves, in addition to the powers governing the use of development contributions for reserves in the LGA, the Council must use the cash or land received as follows:

¹⁶ S200(1) of the LGA states that a territorial authority must not require a development contribution for a reserve, network infrastructure or community infrastructure if, and to the extent that... (c) the territorial authority has received or will receive funding from a third party.

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- Cash – within 20 years of it being received; and
- Land – within 10 years of it being received, unless a longer period is agreed with the party who paid the contribution (in all circumstances the Council will seek to meet such an agreement).

Should the development contribution revenue not meet the target, the Council may, at its discretion, reduce the cost of capital expenditure by varying the scope of the project or substituting the project for another more suited to the growth needs of the district.

There will be a review of the capital expenditure programme each year and changes to the development contribution charges may result. However, notwithstanding a change in any specific project, it is expected that the activity as a whole will continue to address the service level needs of the district.

The Three-year Plan will be effective until 2015/16, however it is essential that the future growth-related project costs are included in the calculation of development contributions.

Table A3.2 details the future projects included in the calculation of development contributions in this policy.

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Table A3.2 Detail of planned growth-related capital expenditure (Inflated / GST Exclusive)

Activity	Description	Plan 2013-14	Plan 2014-15	Plan 2015-16	Forecast 2016-17	Forecast 2017-18	Forecast 2018-19	Forecast 2019-20	Forecast 2020-21	Forecast 2021-22
Active Travel										
	Northern Rail Pathway	1,400,000	3,300,000	2,000,000	0	0	0	0	0	0
	Sumner to City Route	1,400,000	2,800,000	2,500,000	0	0	0	0	0	0
	Avon River Route	200,000	200,000	1,800,000	2,000,000	0	0	0	0	0
	South to City Route	300,000	1,600,000	1,000,000	0	0	0	0	0	0
	Halswell to City	300,000	200,000	500,000	2,200,000	1,000,000	0	0	0	0
	Western Orbital Route	300,000	200,000	2,100,000	3,000,000	3,000,000	0	0	0	0
	Heathcote River/Heritage Trail Route	0	100,000	300,000	1,000,000	1,600,000	0	0	0	0
	Airport Route	0	200,000	200,000	1,900,000	2,000,000	0	0	0	0
	Hornby Rail Route	300,000	500,000	200,000	4,000,000	7,600,000	0	0	0	0
	Heathcote Rail Route	300,000	300,000	2,200,000	3,000,000	2,000,000	0	0	0	0
	Major Cycleway: Grassmere Route - Papanui to City	0	1,672	1,544	0	0	0	0	0	0
	Major Cycleway: Little River Route	0	0	0	113	945	2,200	0	0	0
	Major Cycleway: University to City	1,330	627	0	0	0	0	0	0	0
Cemeteries										
	Cemeteries - Green Assets (New)	200	209	217	226	236	247	257	269	281
	Cemetery Beams	50	52	54	57	59	62	64	67	70
	New cemetery purchase	0	0	544	0	0	616	0	0	703
Flood Protection and Control Works										
	Applefields Stormwater Detention Facility	0	334	0	0	0	0	0	0	0
	Lower Milns	50	0	0	0	0	0	0	0	0
	Natural Waterways (New)	300	314	326	340	354	370	386	403	422
	Open Water Systems - Open Drains (New)	50	157	109	113	118	0	0	0	0

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Table A3.2 Detail of planned growth-related capital expenditure (Inflated / GST Exclusive)

Activity	Description	Plan 2013-14	Plan 2014-15	Plan 2015-16	Forecast 2016-17	Forecast 2017-18	Forecast 2018-19	Forecast 2019-20	Forecast 2020-21	Forecast 2021-22
	Piped Systems - Pipe Drains (New)	1,000	1,045	1,087	1,132	1,181	1,233	1,287	1,344	1,405
	South West SMP - Waterways Detention and Treatment Facilities	2,900	4,338	5,436	6,510	5,196	7,396	9,587	9,675	9,204
	STYX SMP - Waterway Detention and Treatment facilities	500	2,091	2,174	2,264	5,905	6,164	6,434	6,719	7,026
Garden & Heritage Parks										
	Botanic Gardens Entry Pavilion	7,407	0	0	0	0	0	0	0	0
	Botanic Gardens Playground Renewal	0	0	0	0	24	31	1,930	1,344	0
	Garden and Heritage Parks - Furniture	10	5	16	17	18	18	19	20	21
	Garden and Heritage Parks - Green Assets (New)	26	27	18	49	50	25	26	27	28
	Garden and Heritage Parks - Hard Surfaces	43	10	22	23	24	25	26	27	28
	Risingholme Park Playground Renewal (to accessible stds)	0	0	0	0	0	0	0	0	35
Neighbourhood Parks										
	Vested Assets - Neighbourhood Parks	11,553	16,238	17,859	17,347	20,458	19,844	17,431	13,633	8,009
Public Transport Infrastructure										
	Bus Stop Installation	70	73	76	79	83	86	90	94	98
	Bus Stop Seating	30	31	33	34	35	37	39	40	42
	Core PT Route & Facilities: West (Riccarton & Hornby)	2,118	3,980	0	0	0	0	0	0	0
	Public Transport Minor Works	10	10	11	11	12	12	13	13	14
	RTI Bus Finder Installations	62	65	67	70	73	76	80	83	87
	RTI Variable Message Sign-Board Installations	60	63	65	68	71	74	77	81	84
	Shelter Installation	190	199	207	215	224	234	244	255	267

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Table A3.2 Detail of planned growth-related capital expenditure (Inflated / GST Exclusive)

Activity	Description	Plan 2013-14	Plan 2014-15	Plan 2015-16	Forecast 2016-17	Forecast 2017-18	Forecast 2018-19	Forecast 2019-20	Forecast 2020-21	Forecast 2021-22
Regional Parks										
	Cashmere Forest Park	3,000	0	0	0	0	0	0	0	0
	Banks Peninsula Walkways Development	0	0	109	113	118	123	129	134	141
Road Network										
	Advanced Direction Signage	62	65	67	70	73	76	80	83	87
	Annex / Birmingham / Wrights Route Upgrade	500	2,613	6,305	1,132	0	0	0	0	0
	Awatea Route Upgrade	735	699	0	0	0	0	0	0	0
	Blackspot Remedial Works	138	144	150	156	163	170	178	185	194
	Canterbury Park Access	160	0	0	0	0	0	0	0	0
	Carrs Rd Cycle & Pedestrian Bridge	170	2,091	0	0	0	0	0	0	0
	Cranford Street Upgrade (4 Laning)	200	209	163	170	177	185	386	6,988	8,010
	Ferry & Moorhouse Road Widening (Aldwins to Fitzgerald)	0	0	0	0	0	0	0	2,748	7,026
	Footpath Extensions	50	52	54	57	59	62	64	67	70
	Intersection Improvement: Aldwins / Linwood	100	0	0	0	0	0	0	0	0
	Intersection Improvement: Brougham / Burlington	188	0	0	0	0	0	0	0	0
	Intersection Improvement: Burwood / Mairehau	100	1,045	0	0	0	0	0	0	0
	Intersection Improvement: Gardiners / Sawyers Arms	500	0	0	0	0	0	0	0	0
	Intersection Improvement: Glandovey / Idris	447	0	0	0	0	0	0	0	0
	Intersection Improvement: Greers / Northcote / Sawyers Arms	500	2,091	1,087	0	0	0	0	0	0
	Intersection Improvement: Lower Styx / Marshland	150	1,568	0	0	0	0	0	0	0
	Intersection Improvement: Main North / Marshland / Spencerville	0	0	0	0	0	0	103	1,075	0

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Table A3.2 Detail of planned growth-related capital expenditure (Inflated / GST Exclusive)

Activity	Description	Plan 2013-14	Plan 2014-15	Plan 2015-16	Forecast 2016-17	Forecast 2017-18	Forecast 2018-19	Forecast 2019-20	Forecast 2020-21	Forecast 2021-22
	Intersection Improvement: Mairehau / Marshland	1,500	1,045	0	0	0	0	0	0	0
	Intersection Improvement: Marshland / Prestons	1,700	2,091	0	0	0	0	0	0	0
	Minor Safety Projects	117	122	127	132	138	144	149	156	163
	New Footpaths	264	276	287	299	312	325	340	355	371
	New Grassed Berms	200	209	217	226	236	247	257	269	281
	New Retaining Wall at 270 Wainui Main Road	300	0	0	0	0	0	0	0	0
	New Road Markings	70	73	76	79	83	86	90	94	98
	Northcote Road 4 laning	59	1,537	4,717	1,132	0	0	0	0	0
	Northern Arterial Extension (Cranford - QEII)	250	261	163	170	177	185	386	18,813	23,888
	Northern Arterial Links	200	209	54	57	59	62	257	5,375	6,323
	Pedestrian Priority	21	22	23	24	25	26	27	28	30
	Pedestrian Safety Initiatives	173	181	188	196	204	213	221	231	242
	Pole Relocation	181	189	197	205	214	223	233	243	254
	Road Safety At Schools	264	276	287	299	312	325	340	355	371
	Safe Routes To School	85	89	92	96	100	105	109	114	119
	Safety Improvements Programme	28	29	30	32	33	35	36	38	39
	Sawyers Arms Road Corridor Improvements	100	105	0	0	0	0	0	0	0
	School Crossing Equipment	22	23	24	25	26	27	28	30	31
	School Speed Zone Signs	121	126	132	137	143	149	156	163	170
	Signs Parking & Non-Regulatory	38	40	41	43	45	47	49	51	53
	Signs Regulatory	133	139	145	151	157	164	171	179	187
	ST Banks Peninsula: New Kerb & Channel	37	39	40	42	44	46	48	50	52
	ST Intersection Improvements	0	1,045	1,087	1,132	1,181	1,233	1,287	1,344	1,405
	Strategic Directional Signage	108	0	117	0	128	0	139	0	152

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Table A3.2 Detail of planned growth-related capital expenditure (Inflated / GST Exclusive)

Activity	Description	Plan 2013-14	Plan 2014-15	Plan 2015-16	Forecast 2016-17	Forecast 2017-18	Forecast 2018-19	Forecast 2019-20	Forecast 2020-21	Forecast 2021-22
	Subdivisions (Transport Infrastructure)	528	552	574	598	624	651	679	710	742
	Tactile Pavers	20	21	22	23	24	25	26	27	28
	Traffic Signal Cameras	50	52	54	57	59	62	64	67	70
	Transport Corridor Optimisation Works	100	105	109	57	59	62	64	67	70
	Wigram Magdala Link	0	6,711	9,622	0	0	0	0	0	0
	Wigram Road Extension: Halswell Junction to Marshs	300	2,091	544	0	0	0	0	0	0
	Wigram Road Upgrade	0	0	0	340	1,181	0	0	0	0
Sports Parks										
	Bishopdale Park Skateboard Area Renewal	0	0	0	0	0	25	257	0	0
	Canterbury Agricultural Park Toilet and changing rooms	800	105	0	0	0	0	0	0	0
	Halswell Domain Car Park	50	209	380	0	0	0	0	0	0
	Rawhiti Domain Sports Turf Upgrade to Premier Park	0	0	0	0	0	0	13	672	0
	Roto Kohatu Reserve (ex landfill site)	0	0	196	192	154	185	39	67	253
	South New Brighton reserves recovery and development	0	0	65	136	53	123	129	134	0
	Washington Reserve	415	0	0	0	0	0	0	0	0
Stormwater Drainage										
	Kirkwood Basin	200	1,045	0	0	0	0	0	0	0
	Styx Mill Conservation Reserve	50	52	54	57	118	185	193	202	211
	Travis Wetland	30	31	33	34	35	37	39	40	42
	Waterways & Wetlands Purchases	500	523	544	566	590	616	643	672	703

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Table A3.2 Detail of planned growth-related capital expenditure (Inflated / GST Exclusive)

Activity	Description	Plan 2013-14	Plan 2014-15	Plan 2015-16	Forecast 2016-17	Forecast 2017-18	Forecast 2018-19	Forecast 2019-20	Forecast 2020-21	Forecast 2021-22
Wastewater Collection										
	Provision of Waste Water Infrastructure for the South West Area Growth	3,000	3,136	2,174	2,264	2,362	2,465	2,574	2,688	2,810
	WW Cracroft RM Ext to Cashmere Rd	0	0	544	0	0	0	0	0	0
	WW Extension to Charteris Bay	2,081	0	0	0	0	0	0	0	0
	WW Infra R&R Wastewater Reticulation	1,000	1,359	1,631	1,698	1,771	1,849	2,574	3,360	4,216
	WW Major Trunk Expansion (Inc SW)	1,100	596	5,436	5,661	5,905	6,164	4,246	2,688	2,810
	WW New Mains Programme	1,500	1,568	1,087	1,132	1,181	1,233	1,029	1,075	1,124
	WW New Pumping Stations for Growth	1,000	1,045	544	2,831	1,181	0	0	0	0
	WW Northern Relief & PS (PS 6,7,39,40,41)	1,000	5,227	5,436	5,661	1,181	0	0	0	0
	WW Northern Trunk Sewer	1,000	2,091	8,697	9,058	9,447	9,862	1,287	0	0
	WW Pumping Station 60 Upgrade	0	0	0	0	945	0	0	0	0
	WW Riccarton Trunk Main Project	200	523	5,436	5,661	2,657	0	0	0	0
	WW Subdivisions Add Infra for Dev-GenO/H	250	261	272	283	236	247	257	269	281
	WW Wainui Sewer Retic & WWTP	4,169	6,281	0	0	0	0	0	0	0
	WW Wairakei Diversion	3,200	0	0	0	0	0	0	0	0
	WW Worsleys Sewer (Lower Blocks 3& 4)	900	0	0	0	0	0	0	0	0
Wastewater Treatment & Disposal										
	WW Lyttelton Harbour Stage 2	0	0	0	0	0	0	1,287	14,110	14,755
	WW Lyttelton Harbour WWTP	0	0	0	623	6,761	7,057	0	0	0
	WW New Akaroa Wastewater Treatment Plant	250	533	7,610	15,851	8,266	0	0	0	0
Water Supply										
	WS New Wells for Growth	606	591	1,843	640	667	696	727	2,278	794
	WS Akaroa Water Upgrade	4,000	5,017	0	0	0	0	0	0	0

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Table A3.2 Detail of planned growth-related capital expenditure (Inflated / GST Exclusive)

Activity	Description	Plan 2013-14	Plan 2014-15	Plan 2015-16	Forecast 2016-17	Forecast 2017-18	Forecast 2018-19	Forecast 2019-20	Forecast 2020-21	Forecast 2021-22
	WS Extension to Charteris Bay	981	0	0	0	0	0	0	0	0
	WS HWorks Land Purchase for Pump Station	500	0	435	0	0	616	0	0	0
	WS Little River Increased Supply	2,131	0	0	0	0	0	0	0	0
	WS Lyttelton R&R Rail Tunnel Pipeline	0	0	0	0	0	267	597	2,739	2,864
	WS Mains Renewals	550	575	598	623	886	925	965	1,008	1,054
	WS New Pump Stations for Growth	2,020	2,112	2,196	2,287	0	0	0	2,714	2,839
	WS New Reservoirs (Growth)	0	0	0	0	0	0	0	0	1,686
	WS NewHeadworksSecondaryStation (Growth)	0	0	0	0	0	0	0	0	984
	WS Reticulation New Mains	1,250	1,307	1,359	1,274	1,329	1,048	1,094	1,142	1,194
	WS Subdivisions Add Infra for Development	150	157	217	226	236	247	257	269	281
Grand Total		4,576,811	9,494,119	12,903,556	17,192,676	17,287,181	77,655	62,293	110,260	117,392

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Appendix 4: Methodology to establish Non-Residential HUE equivalences

A4.1 Reserves

All non-residential development will be assessed, on subdivision, at 1 HUE per additional lot for reserves, as previously agreed by a joint Council and development industry working party in recognition of the definite, but limited, demand non-residential development places on them.

A4.2 Water supply and wastewater collection

The methodology to establish the equivalences for both water supply and wastewater is the same and the calculations are shown below. Using typical water and wastewater daily usage figures and typical floor area allocations per person, water and wastewater usage figures per m² are established for a range of different non-residential land uses. These figures are then applied to the mix of these land uses that occur in the different business zones defined for the district, to arrive at water and wastewater demand figures per m² and by business zone. These figures are then compared to the district's household demand figures to determine the household equivalents.

A4.2.1 Water Supply and Water Collection

Table A4.1

Residential Water usage		
Average usage	248 l/day/household	(1)
Average occupancy	2.6 persons per Household	(2)
Average daily flow per household	644.8 litres per household per day	(3)

Table A4.2

Representative standards (4)	Floor area per person (m ² per person)	Average use per person (litres per person per day)	Average use by floor area (l/day/m ²)
Accommodation	60	300	5.00
Commercial	40	80	2.00
Retail	35	80	2.29
Industrial (dry/light)	40	80	2.00
Industrial	40	130	3.25
Warehouse	40	80	2.00
Education	12.5	25	2.00

Table A4.3

Usage per m ²	Accommodation	Commercial	Retail	Industrial (light/dry)	Industrial	Warehouse
Litres per day per m ²	5.00	2.00	2.29	2.00	3.25	2.00

Table A4.4

Usage by Zones (5)							
	Accommodation	Commercial	Retail	Industrial (light/dry)	Industrial	Warehouse	Total
Business 1 – local shopping areas	0%	25%	75%	0%	0%	0%	100%
Business 2 – large retail areas	0%	10%	90%	0%	0%	0%	100%
Business 3 – light industry	0%	5%	5%	15%	25%	50%	100%
Business 4 – industry	0%	10%	5%	30%	25%	30%	100%
Business 5 – general Industrial	0%	0%	0%	30%	25%	45%	100%
Business 6 – rural Industrial	0%	0%	0%	40%	45%	15%	100%
Business Retail Park – large format retail and trade supply	0%	20%	80%	0%	0%	0%	100%
Central city and central city edge – CBD	5%	60%	25%	0%	5%	5%	100%
Special Purpose (Airport)	5%	75%	5%	0%	15%	0%	100%

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Table A4.5

Business type/zone	Floor area (m ²) (6)	Litres/day/m ² floor area (7)	Household equivalent per m ² (hh/m ²) (8)	m ² per household (9)
Business 1 – local shopping areas	195,152	2.21	0.0034	291
Business 2 – large retail areas	448,103	2.26	0.0035	286
Business 3 – light industry	1,224,625	2.33	0.0036	277
Business 4 – industry	1,532,238	2.33	0.0036	277
Business 5 – general Industrial	2,060,850	2.31	0.0036	279
Business 6 – rural Industrial	73,974	2.56	0.0040	252
Business Retail Park – large format retail and trade supply	125,386	2.23	0.0035	289
Central city and central city edge – CBD	1,398,950	2.28	0.0035	282
Special Purpose (Airport)	170,946	2.35	0.0036	274

Notes:

- (1) Estimate of average residential consumption per person (based on 10 year average residential water consumption).
- (2) Average occupancy provided by the Council's Strategy and Planning Group.
- (3) Average usage multiplied by average occupancy.
- (4) Equivalence Methodology Document: SPM Applications (2008)
- (5) Breakdown of proportions of development in business zones provided by the Council's Strategy and Planning Group.
- (6) Floor area in each business zone provided by the Council's Strategy and Planning Group.
- (7) Standard discharge per m² weighted by activities carried out in zone.
- (8) Previous column divided by average daily flow per household.
- (9) Inverse of previous column.

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A4.2.2 Wastewater Treatment

Table A4.6

Waste water		
Average discharge	220 l/day/household	(1)
Average occupancy	2.6 persons per household	(2)
Average daily flow per household	572.0 litres per household per day	(3)

Table A4.7

Background standards (4)	Floor area per person (m ² per person)	Discharge per person (litres per person per day)	Discharge per floor area (litres per day per m ²)
Accommodation	60	300	5.00
Commercial	40	80	2.00
Retail	35	80	2.29
Industrial (dry/light)	40	80	2.00
Industrial	40	130	3.25
Warehouse	40	80	2.00
Education	12.5	25	2.00

Table A4.8

Discharge per m ²	Accommodation	Commercial	Retail	Industrial (light/dry)	Industrial	Warehouse
Litres per day per m ²	5.00	2.00	2.29	2.00	3.25	2.00

Table A4.9

Usage by Zones (5)							
	Accommodation	Commercial	Retail	Industrial (light/dry)	Industrial	Warehouse	Total
Business 1 – local shopping areas	0%	25%	75%	0%	0%	0%	100%
Business 2 – large retail areas	0%	10%	90%	0%	0%	0%	100%
Business 3 – light industry	0%	5%	5%	15%	25%	50%	100%
Business 4 – industry	0%	10%	5%	30%	25%	30%	100%
Business 5 – general Industrial	0%	0%	0%	30%	25%	45%	100%
Business 6 – rural Industrial	0%	0%	0%	40%	45%	15%	100%
Business Retail Park – large format retail and trade supply	0%	20%	80%	0%	0%	0%	100%
Central city and central city edge – CBD	5%	60%	25%	0%	5%	5%	100%
Special Purpose (Airport)	5%	75%	5%	0%	15%	0%	100%

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Table A4.10

Business type/zone	Floor area (m ²) (6)	Litres/day/m ² floor area (7)	Household equivalent per m ² (hh/m ²) (8)	m ² per household (9)
Business 1 – local shopping areas	195,152	2.21	0.0039	258
Business 2 – large retail areas	448,103	2.26	0.0039	253
Business 3 – light industry	1,224,625	2.33	0.0041	246
Business 4 – industry	1,532,238	2.33	0.0041	246
Business 5 – general Industrial	2,060,850	2.31	0.0040	247
Business 6 – rural Industrial	73,974	2.56	0.0045	223
Business Retail Park – large format retail and trade supply	125,386	2.23	0.0039	257
Central city and central city edge – CBD	1,398,950	2.28	0.0040	250
Special Purpose (Airport)	170,946	2.35	0.0041	243

Notes:

- (1) Estimate of average residential discharge per person (Design Code of Practice).
- (2) Occupancy provided by the Council's Strategy and Planning Group.
- (3) Discharge multiplied by occupancy.
- (4) Equivalence Methodology Document: SPM Applications (2008)
- (5) Breakdown of proportions of development in business zones provided by the Council's Strategy and Planning Group.
- (6) Floor area in each business zone provided by Council's Strategy and Planning Group
- (7) Standard discharge per m² weighted by activities carried out in zone.
- (8) Previous column divided by average daily flow per household.
- (9) Inverse of previous column

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A4.3 Stormwater and flood protection

The stormwater and flood protection equivalence is based on an assessment of demand for surface water management services from a unit area of non-residential land as a proportion of the surface water management demand from a typical residential site.

A4.3.1 Residential imperviousness

The demand measure for residential surface water is the average impervious area per site, being the sum of the building footprint (m²) and impervious surfaces (m²). It does not include any allowance for impervious surfaces off the site, such as roads, vehicle crossings and footpaths. Assessments of impervious areas have been made for a number of projects in the past, including measuring representative samples from aerial photographs.

A typical residential site impervious area is estimated from:

- Interpretation of satellite photography for degree of imperviousness by Landcare Research Ltd.
- Knowledge of a typical residential building footprint.

Residential imperviousness is therefore calculated as follows:

Typical residential building footprint	195 m ²
+	
Typical impervious area on a residential site 2	32 m ²
=	427 m²

A4.3.2 Non-residential imperviousness

Each square metre (m²) of impervious surface can be considered to have an equal impact on flooding and erosion regardless of the source being residential or non-residential. However, surface water management projects may have multiple drivers, including resolving surface water discharge quality in addition to flooding and erosion.

It is generally considered that the contamination of surface water runoff is higher in non-residential areas. The need to deal with additional contaminant loadings affects the cost of surface water management services and hence the equivalence calculation. For the purpose of this assessment, it is considered that surface water contaminants from non-residential environments are twice the load from residential environments and this differential is adopted for the equivalence calculation.

The calculation also makes the assumption, based on forward planning to date and experience from other cities, that 40% of capital expenditure will relate to flooding and erosion mitigation and 60% will relate to water quality mitigation.

Assumptions applicable to the non-residential surface water equivalence calculation are therefore:

- The proportion of the capital works programme related to flooding and erosion is 40%.
- The proportion of the capital works programme related to surface water quality is 60%.
- The contaminant load ratio between non-residential and residential is 2:1.

Non-residential imperviousness is therefore calculated as follows:

Share of 1 m² of non-residential impervious surface related to flooding and erosion = 1m² x flooding and erosion portion = 1m² x 40% = **0.40 m²**

Share of 1m² of non-residential impervious surface related to surface water quality = 1m² x contaminant load ratio x surface water quality portion = 1m² x 60% x 2 = **1.20 m²**

Effective equivalent area = Flooding and erosion share + contaminant loading share
= 0.40m² + 1.20m² = **1.60 m²**

Equivalence 1m² of non-residential impervious surface = 1.60 ÷ 427 HUE/ m² = **0.0038 HUE**

A4.4 Transport

For transport related activities, equivalence is based upon the amount of travel generated by an activity. This has a unit measure of vehicle kilometres travelled per year (VKT). The methodology to establish the equivalences for transport activities has been reviewed in light of the latest, post-earthquake land use projections. This has included reviewing and updating, where necessary, the equivalence mechanism applied to charges for transport improvement projects, using both the updated land use projection and updated Christchurch transport model (CTM).

The review has confirmed that, despite a new transport model platform used compared with that adopted previously, the calculation factors for relative attractions for residential and business trips adopted within the current DCP remain (broadly) very similar indeed.¹⁷ The following allocation of 'chargeable' residential trips between 'backlog' (existing household transport contribution) and land-use growth has been calculated.

¹⁷ The CTM is calibrated to 2006 surveys and is based on a Cube software platform. This differs from the previous model which was based on 2001 model estimates (from a TRACKS model platform founded on 1991 surveys).

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Table A4.11 Residential Growth Projections

Area	Historic 2006	Current 2011	Projection 2021	Background 2021	Existing Capacity 2021	Existing demand 2021	Total Demand 2021	Backlog	Growth
Total	2,872,209	2,941,068	3,015,199	2,982,646	2,949,204	2,991,681	3,015,199	64.4%	35.6%
Non-growth areas	1,873,460	1,783,688	1,831,479	1,805,463	1,850,855	1,875,161	1,831,479	43.1%	-43.1%
Growth Areas	998,749	1,157,380	1,183,720	1,177,183	1,098,349	1,116,520	1,183,720	21.3%	78.7%

The growth in residential travel can then be converted into trips by business zone, as trips are generated by activities at either end. For example, a on-way trip from home to work (e.g. office) is driven by both the residence at one end and the office at the other. Thus the capacity taken up by one trip should be allocated equally between the residence and the office. The review suggested a very close relationship between previously calculated ('chargeable') allocation between residential and business. The following HUE equivalences (applicable across the district) have therefore been used.

Table A4.12 Non-residential (Business) Transport Equivalences

Land Zone	Base trips per 100 m ²	Floor area per HUE (m ²)	HUE's / m ²
B1 – Local shopping areas	30.30	48	0.0209
B2 – Large retail areas	46.40	31	0.0320
B3 – Light industry	9.00	161	0.0062
B4 – Industry	11.30	128	0.0078
B5 – General industrial	6.10	238	0.0042
B6 – Rural industrial	3.00	476	0.0021
Business Retail Park	32.48	45	0.0224
Central City & Central City Edge	14.35	101	0.0099
Special Purpose (Airport)	Special Assessment		
All Business	13.21	110	.0091

A4.5 Leisure facilities

The Council considers that non-residential development benefits from leisure facilities in a number of ways:

- non-residential development receives a substantial indirect benefit from their employees' use of leisure facilities during and at either end of their working day; and
- Christchurch has a high number of transient workers who commute from neighbouring territorial authorities. Some of the demand for leisure facilities is created by non-residential development and their employment of individuals who reside out of Christchurch.

On this basis, it is considered that non residential developments do receive benefit from the provision of a network of leisure facilities which make the district an attractive place to live, work and play.

The HUE equivalence for leisure facilities is calculated as follows:

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Table A4.13 Non-residential (Business) Leisure equivalences

		Benefit in HUEs			
		2006	2011	2013	2022
Assessed business benefit	12.5%	20,589	21,250	21,458	22,804
Assessed residential benefit	87.5%	144,211	148,752	150,208	159,629
Total benefit	100%	164,709	170,003	171,667	182,433
Total households	<i>From Growth model</i>	144,121	148,752	150,208	159,629
Total business floor space (m ²)		8,632,003	9,044,319	9,153,891	10,027,743
Non-residential benefit equivalent to households		20,589	21,250	21,458	22,804
Non-residential equivalences		0.0024	0.0023	0.0023	0.0023

A4.6 Libraries

The Council considers that non-residential development benefits from libraries in a number of ways:

- non-residential development benefits directly from their employees' use of libraries for work purposes;
- non-residential development receives a substantial indirect benefit from their employees' use of libraries during and at either end of their working day; and
- Christchurch has a high number of transient workers who commute from neighbouring territorial authorities. Some of the demand for libraries is created by non-residential development and their employment of individuals who reside out of Christchurch.

On this basis, it is considered that non residential developments do receive benefit from the provision of a network of libraries which make the district an attractive place to live, work and play.

The HUE equivalence for libraries is calculated as follows:

Table A4.14 Non-residential (Business) Library equivalences

		Benefit in HUEs			
		2006	2011	2013	2022
Assessed business benefit	12.5%	20,589	21,250	21,458	22,804
Assessed residential benefit	87.5%	144,211	148,752	150,208	159,629
Total benefit	100%	164,709	170,003	171,667	182,433
Total households	<i>From Growth model</i>	144,121	148,752	150,208	159,629
Total business floor space (m ²)		8,632,003	9,044,319	9,153,891	10,027,743
Non-residential benefit equivalent to households		20,589	21,250	21,458	22,804
Non-residential equivalences		0.0024	0.0023	0.0023	0.0023

A4.7 Cemeteries

All non-residential development will be assessed at zero HUEs for cemeteries

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APPENDIX 5: The LGA requirements and other considerations in the calculation of development contributions**A5.1 LGA Requirements**

Section 106 and section 201 of the LGA requires this policy to include, in summary form, an explanation of, and justification for, the way each development contribution in the schedule of development contribution charges is calculated. As such, each development contribution has been calculated in accordance with the methodology set out in Schedule 13 of the LGA, by using the following process.

Table A5.1 Calculation of development contribution

Step	Explanation	LGA reference
One	From the capital expenditure:	Section 106(2)(a)
	• Determine the activity for the purposes of assessing the development contribution.	Section 106(2)(d) Schedule 13(1)(a)
	• Record the catchment where the project provides capacity to meet demand.	Schedule 13(1)(a)
	• Summarise in the DCP the capital works (with a component of capacity for growth) that have been included in the determination of the development contribution charge (refer to Table A3.1).	Section 106(2)(a)
	• Deduct from the project cost all reasonably anticipated funding from third parties (typical sources of third party funding include NZTA, Lotteries Grant, community fund raising). Where insurance has been paid due to the earthquakes, this too has been deducted as appropriate.	Section 200(1)(c)
	• Record the capacity life of the project – the growth cost share will be assigned to the demand reported in the growth model over the capacity life of the project to a maximum of the 30 years (as referred to in the Council's Revenue and Finance Policy).	Schedule 13(1)(b)
	• Include completed projects that were constructed to provide capacity for future demand and still have remaining surplus capacity. The actual costs of these projects less third party funding are included.	Section 199(2)
	• Exclude projects which may be implemented as works and services on condition of a resource consent, etc, from the determination of the development contribution charge.	Section 200(1)(a) Section 200(1)(b)
	• Assess each activity (and selected projects) that will use development contributions as part of their funding against the factors in Sections A1.3 to A1.7.	Section 101(3)(a)
Two	Undertake a cost allocation analysis using the Modified Shared Drivers methodology to determine the share of cost to growth (Refer to Section A5.3).	Schedule 13(1)(a) Schedule 10(2)(1)(d)
	• The cost allocation methodology provides a procedure based on the capacity and demand requirements of the current levels of service identified in the Three-year Plan to determine the growth cost share of the project cost.	Section 106(2)(a)
	• The cost allocation methodology provides a consistent and equitable methodology for assessing the project growth cost share.	Schedule 13(1)(b)
	• The outcomes of the cost allocation are summarised in the DCP to state the proportion of capital expenditure to be funded by development contributions and other sources of funding (refer to Table A3.1).	Section 106(2)(b) Schedule 10(2)(1)(d)

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Step	Explanation	LGA reference
Three	The growth model forecasts changes in household numbers and business floor areas (refer to Appendix 2).	Schedule 13(1)(a) Schedule 13(1)(b)
	<ul style="list-style-type: none"> Determine for each activity and catchment the changes in demand for service from the existing and growth communities over the capacity life of the project. 	
	<ul style="list-style-type: none"> Include measures of both household and business demand. 	
Four	Undertake a funding analysis of each project to determine the total cost of growth for each unit of demand.	Schedule 13(1)(a) Schedule 13(1)(b)
	<ul style="list-style-type: none"> The project growth cost share is funded by development contributions from each of the incoming growth demand units (identified in the growth model) in the catchments serviced by the project over the capacity life of the project (refer above and to Section A5.4). 	
	<ul style="list-style-type: none"> When the timing of project expenditure collectable from the growth community via development contributions differs from the receipt of development contributions revenue, the mismatched amount will have interest applied for the duration of the timing difference. 	
Five	Aggregate the outcomes of the funding analyses for each project by activity and catchment to determine the development contribution charge for that activity and catchment.	Section 202(1) Section 202(3)
	<ul style="list-style-type: none"> Present the Schedule of development contribution charges (refer to Table 2.7). 	Section 201(2) Section 202
Six	Audit and review.	
	<ul style="list-style-type: none"> Undertake both internal and independent reviews of projects, cost allocation analyses and funding analyses. The purpose of the reviews is to check reasonableness of assumptions and correctness of the project data used in analysis. 	
	<ul style="list-style-type: none"> Internal reviews are comprehensive. External reviews are based on a mixture of selected and random samples. 	
Seven	Consider overall impact on the community	
	<ul style="list-style-type: none"> Consider the overall impact on the use of development contributions to collect the cost of providing community facilities to the growth community (refer to section A1.7) 	
	<ul style="list-style-type: none"> Based on this consideration, determine the appropriate amount of the development contribution charges for each activity. 	

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A5.2 Level of Service

The Council's activity management plans for each activity define the relevant level of service for that activity. From these level of service statements a list of the capital projects necessary to meet projected growth has been identified and costed, based on sustaining, or where necessary changing, these levels of service.

In general, development contributions will be assessed based on the existing levels of service across the district.

Any requirement to increase the level of service for existing users will not be funded by development contributions.

A5.3 Cost allocation methodology

The cost allocation methodology used in this policy is referred to as 'Modified Shared Drivers.' This methodology is applied to the 9 years of capital works projects expenditure and expenditure on past projects that have provided residual capacity which is available to meet the needs of the growth community in the future (summarised in Table A3.1). The methodology has been applied to the programmes of capital expenditure delivering the levels of service defined in the Three-year Plan.¹⁸

Programmes are planned capital expenditure to deliver the levels of service, while projects are planned or completed works delivering the programmes. The forecast demand growth used to develop those programmes and projects is the same as the forecast growth that is used within the 'Modified Shared Drivers' methodology to attribute the cost in growth in community facilities to the growth community. The analysis to determine the cost of growth has been undertaken at either project level or at programme level as appropriate for that level of service.

The Modified Shared Drivers approach takes the planned costs of a proposed project and assigns them to various

drivers, with only the growth component of a project being recouped through development contributions. As discussed in section A1.5, the categories of drivers within the methodology are:

- Renewal;
- Backlog;
- Changed (increased) levels of service
- Growth; and
- Unallocated.

A summary of the cost allocation methodology is as follows:

- The scope and gross cost of the project are reviewed. Any non-capital (operations and maintenance costs, feasibility costs) are deducted.
- Third party funding (e.g. from NZTA) is identified and deducted.
- The catchment in which the activity occurs is established.
- A share for renewal is deducted, taking into account the scope of assets being renewed and their remaining life at the time of renewal.
- Capacity and demand information based on current levels of service is used to allocate shares to backlog and growth.
- Any remaining share is defined as unallocated.

Capacity and useful life information is also used to determine the period over which development contributions are to be collected.

A5.4 Funding model

As highlighted in section A1.7, the Council considers the balance between sources of funding for its capital expenditure. It does this through a funding model to ensure an equitable assessment of the funding

requirements to support the development contributions regime. The primary output of the funding model is an assessment of the required development contributions as a component of the total Council funding requirements. These charges are listed in Table 2.7.

The funding model takes account of:

- the funding requirements to support the costs of growth infrastructure.
- the equitable application of those funding requirements to the incoming growth community.
- recognition that the backlog components of the growth infrastructure are funded by the existing community, typically by rates.
- future rating revenue from the increasing community (this has been estimated and incorporated into the assessment of the development contributions in the funding model as a deduction to the charge).
- interest on funds used to implement growth infrastructure.
- interest on development contributions received in advance of provision of growth infrastructure.
- the Council's consideration of how the funding requirements impact on the community.

A5.5 Significant assumptions

A full set of assumptions on which the DCP has been based is contained in Volume 1 of the Three-year Plan. The key assumptions as they impact on the DCP are as follows:

A5.5.1 Information

Throughout the entire process of determining development contributions the Council has used the best information available. As more accurate or up-to-date information becomes available it will be used to amend or review this policy as necessary.

¹⁸ The methodology is based on Local Government New Zealand's "The Best Practice Guide to Development Contributions", 2003.

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A5.5.2 Planning horizons

A 40-year timeframe is used as a basis for forecasting growth and applying a development contribution. This is consistent with the Council's activity management planning horizons.

A5.5.3 Growth

The Council's growth model makes use of the best available information in anticipating growth of the city, including alignment with the UDS. As discussed in Appendix 2, the forecasting rates will be monitored to improve accuracy over time.

A5.5.4 Household unit equivalents (HUEs)

No significant change in the underlying assumptions around household composition or household usage of infrastructure is assumed over the 9 year period of this DCP. Appendix 4 provides details on these HUE usage rates.

A5.5.5 Financial

The following financial assumptions have been applied over the life of this DCP:

- The methods of service delivery will remain substantially unchanged.
- In preparing the capital programme that is used to establish the capital costs of growth for this policy, the Council has used the financial assumptions set out in the Significant Forecasting Assumptions section of the Three-year Plan. The Council has also made assumptions, based on the best information available at the time of developing this policy, about the life and capacity of each asset created through the capital programme, and the extent to which the growth community benefits from that capacity.
- While the funding policies of third parties such as NZTA are subject to change, the Council has assumed that they will remain the same for the period of the DCP and eligibility criteria will remain unchanged.

- Income generated from rates will be sufficient to meet the operating costs of growth-related capital expenditure into the future.
- The Council has used the best information available at the time of developing this policy to estimate the cost of individual items of capital expenditure that will be funded in whole or part by development contributions. It is likely that actual costs will differ from estimated costs due to factors beyond the Council's ability to control, such as changes in the price of raw materials, labour, etc, and the time of capital works. The Council will review its estimates of capital expenditure annually.
- All costs in the capital programme are based on current known infrastructure prices in current 2013 dollars. The model used by the Council to help calculate development contribution charges takes these costs and inflates them to estimate the likely costs of capital works in the future. The inflation adjustors used are nationwide figures provided by Business and Economic Research Limited (BERL) and adjusted by the Council to account for local conditions.
- The interest rates used within the development contributions funding model are those defined in the budget assumptions for the Three-year Plan.

A5.6 Key risks/effects

A key risk to the capital programme is that the growth and uptake predictions in the growth model may differ from those expected. On the one hand, the rate of growth may not eventuate, resulting in a reduction in the assumed rate of development. On the other hand, the pace of the rebuild may accelerate faster than forecast. If this happens, the Council's capital programme will be adjusted to reflect the changed demand resulting from growth. It is anticipated that these changes to the capital programme would offset the effect of incorrect growth forecasts and the net impact on development contribution charges would be minimal. However, the Council will continue to monitor the rate of growth compared to

that forecast and, if any differences are not reflected in changes to its capital programme, it will update the DCP as necessary.

There is also a risk that the lag between expenditure incurred by the Council and development contributions received from those undertaking developments is different from that assumed in the funding model and that the costs of capital are greater than expected. This would result in an increased debt servicing cost and could also result in increased depreciation costs for future ratepayers. The Council will continue to monitor the rate of growth and will update assumptions in the growth and funding models as required.

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Appendix 6: Catchment Maps for Development Contribution Activities

The following fifteen maps are an overview of the growth catchments for development contributions for each activity. They are also available separately in hard copy upon request to the Council by phoning 03-941-8999 or emailing ccc-plan@ccc.govt.nz, or online for a more detailed view at:

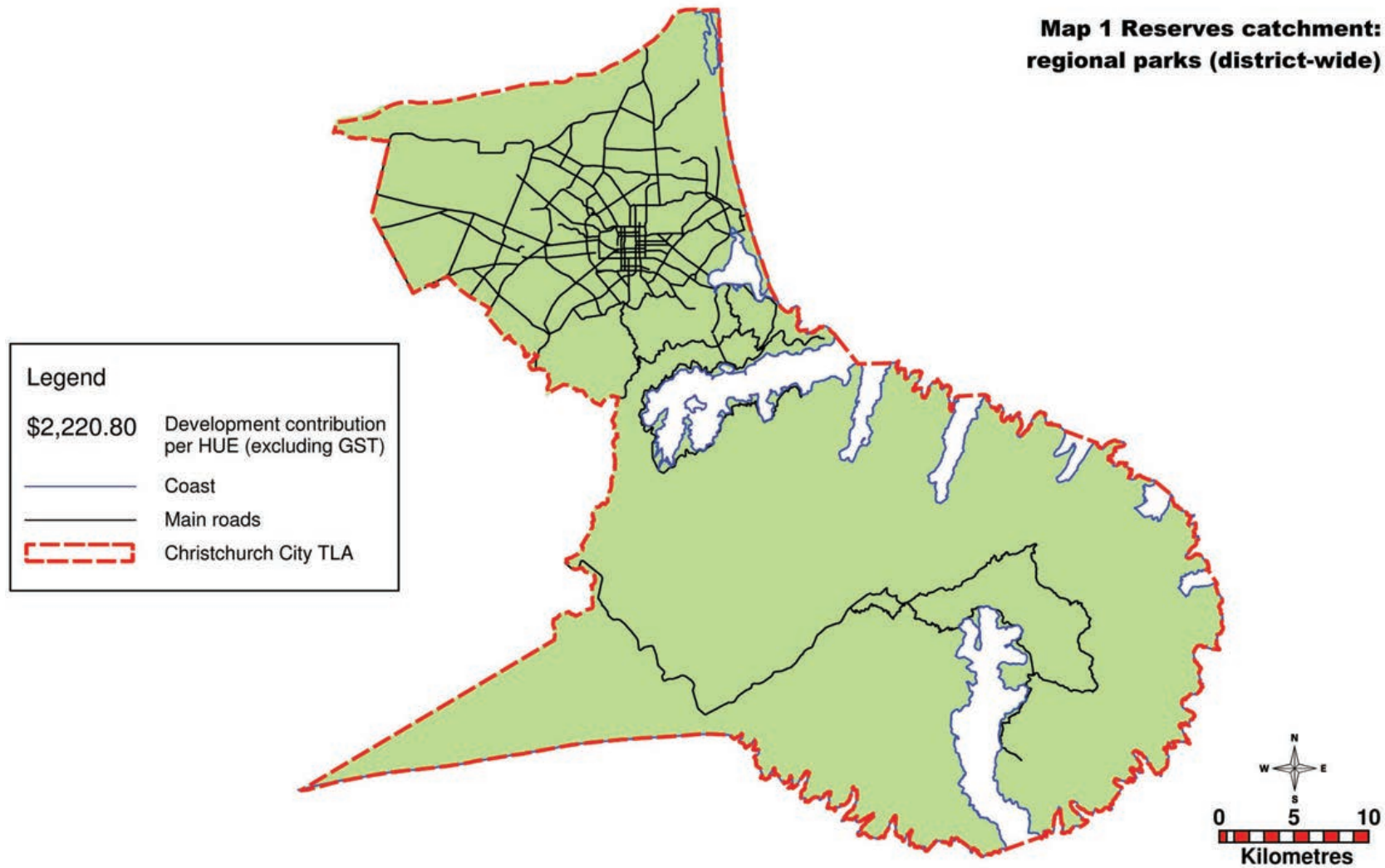
<http://www.ccc.govt.nz/thecouncil/longtermcommunityplan/dcp200919.aspx>

Map 1	Reserves catchment: regional parks (district-wide)
Map 2	Reserves catchment: garden and heritage parks (district-wide)
Map 3	Reserves catchment: sports parks (district-wide)
Map 4	Reserves catchments: neighbourhood parks (location-specific)
Map 5	Network infrastructure catchment: water supply (district-wide)
Map 6	Network infrastructure catchment: wastewater collection (district-wide)
Map 7	Network infrastructure catchment: wastewater treatment and disposal (district-wide)
Map 8	Network infrastructure catchments: stormwater and flood protection (location-specific)
Map 9	Network infrastructure catchment: road network (district-wide)
Map 10	Network infrastructure catchment: active travel (district-wide)
Map 11	Network infrastructure catchment: parking (district-wide)
Map 12	Network infrastructure catchment: public transport (district-wide)
Map 13	Community infrastructure catchment: leisure facilities (district-wide)
Map 14	Community infrastructure catchment: libraries (district-wide)
Map 15	Community infrastructure catchment: cemeteries (district-wide)

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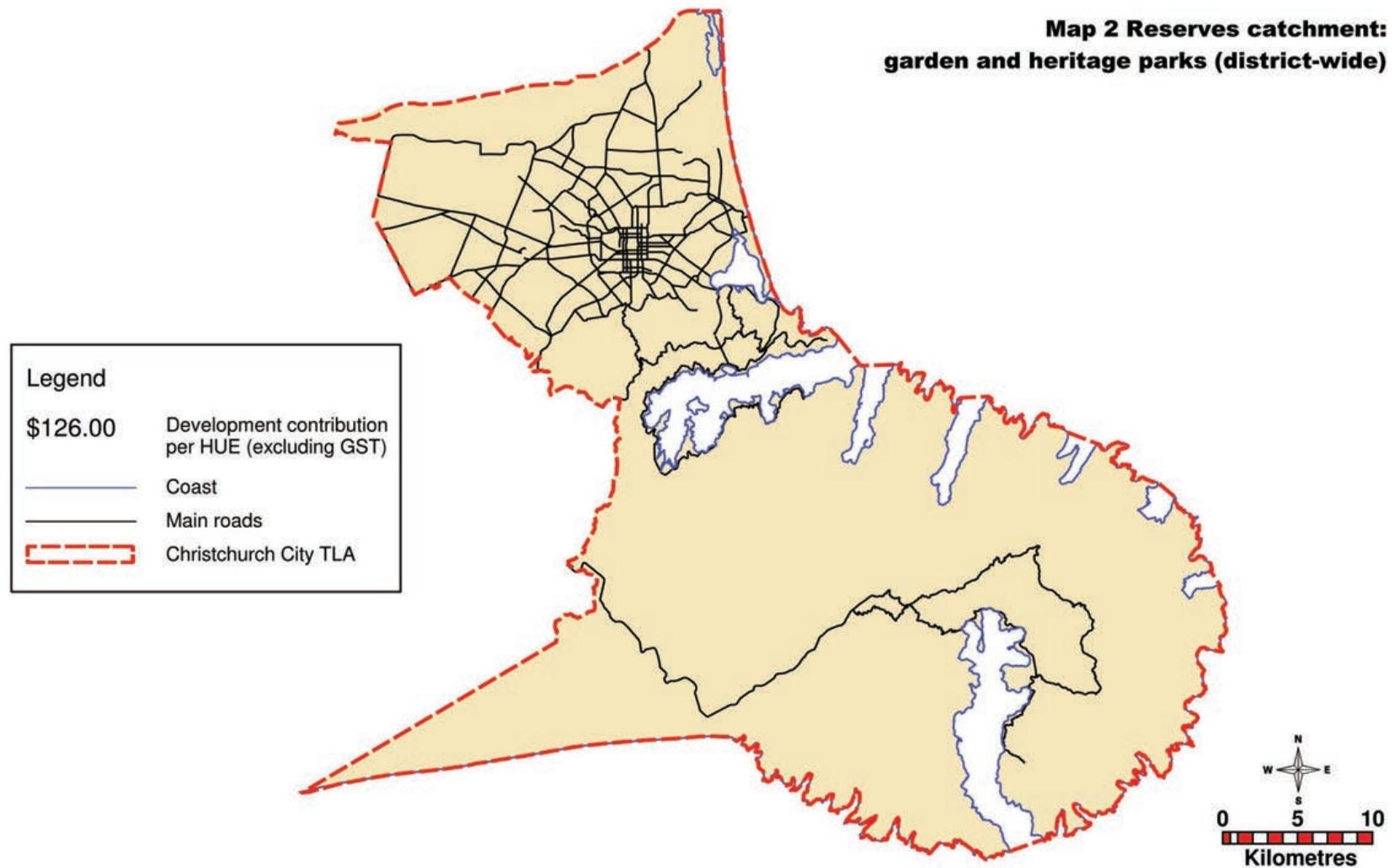
**Map 1 Reserves catchment:
regional parks (district-wide)**



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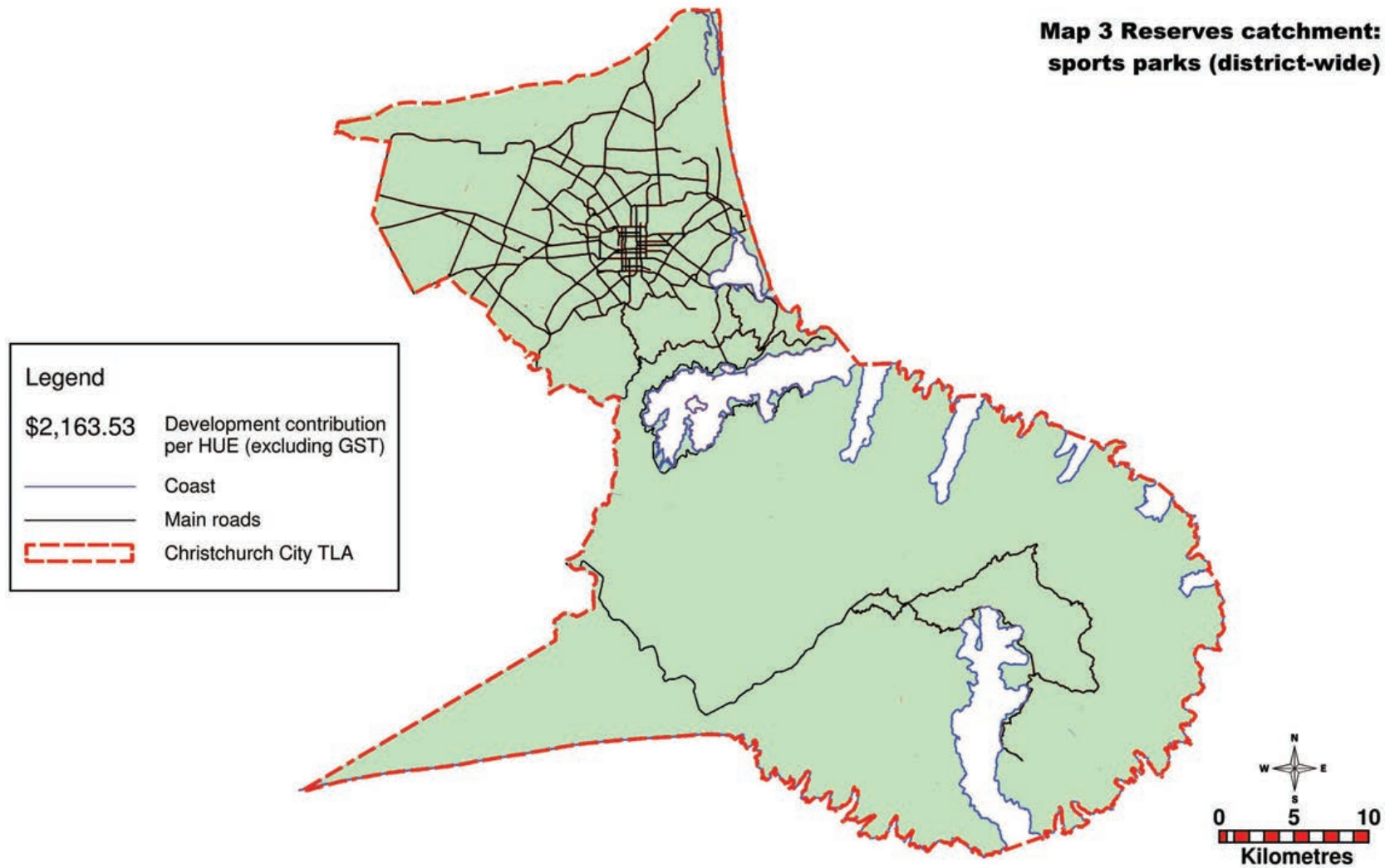
**Map 2 Reserves catchment:
garden and heritage parks (district-wide)**



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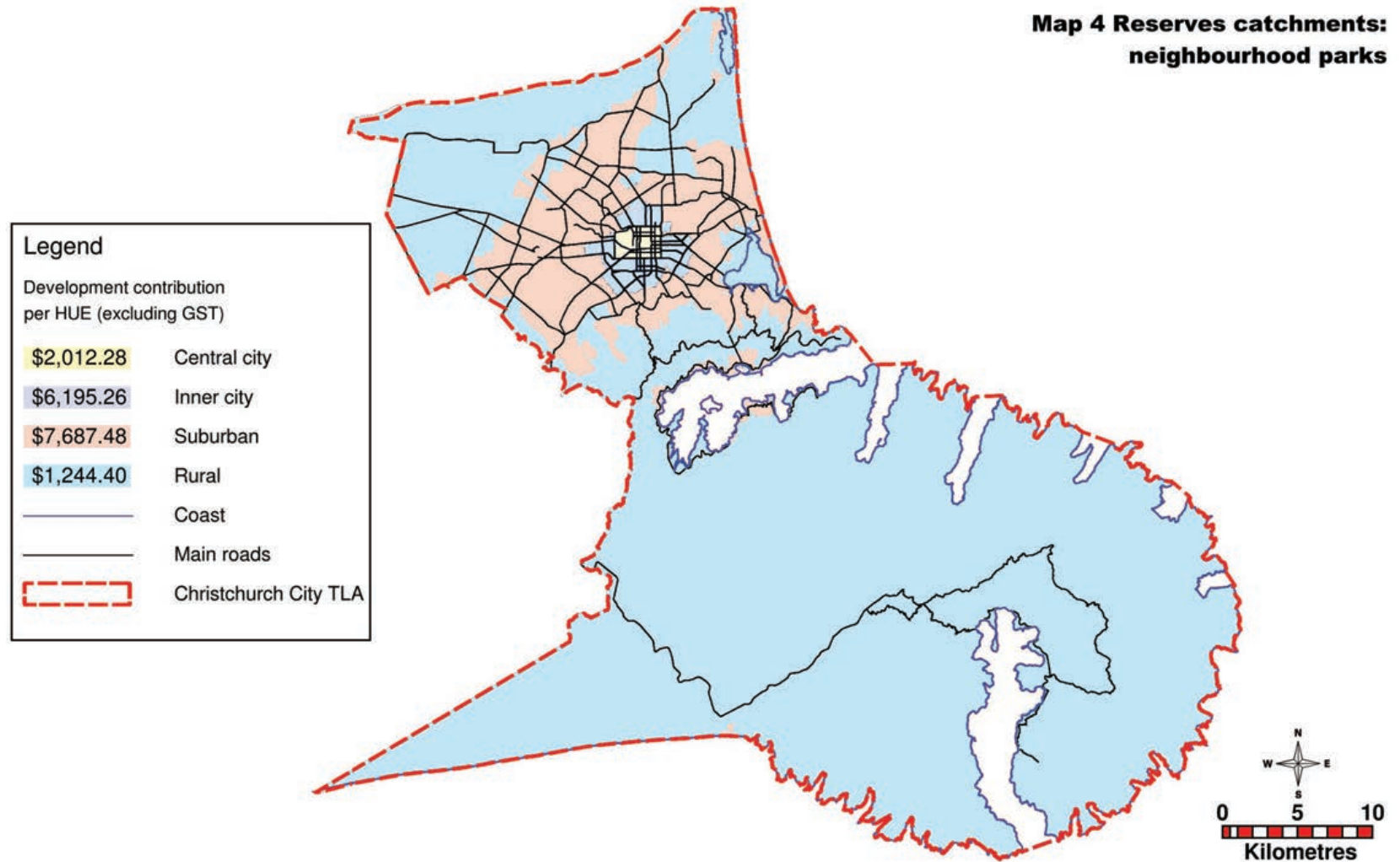
**Map 3 Reserves catchment:
sports parks (district-wide)**



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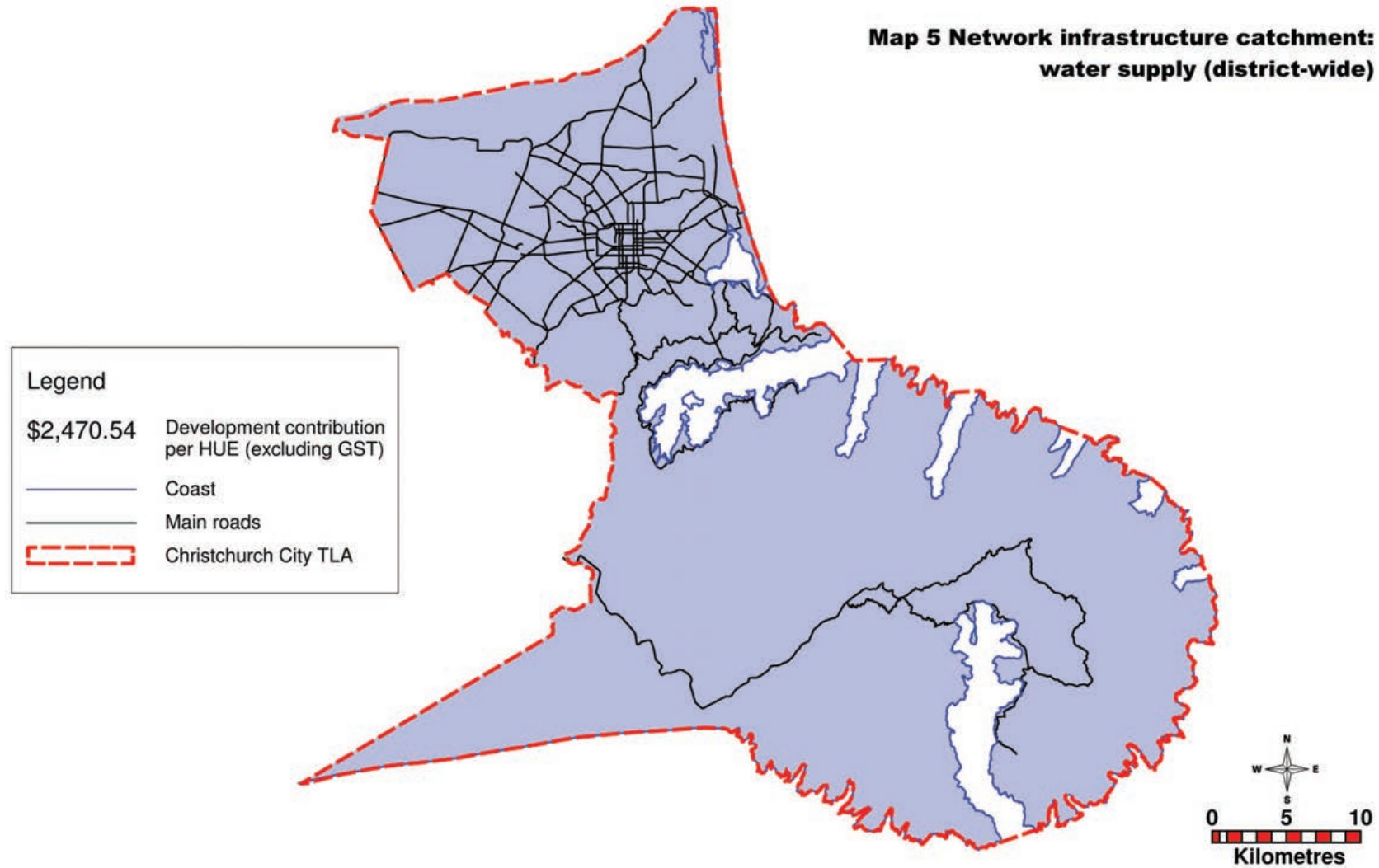
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**Map 4 Reserves catchments:
neighbourhood parks**



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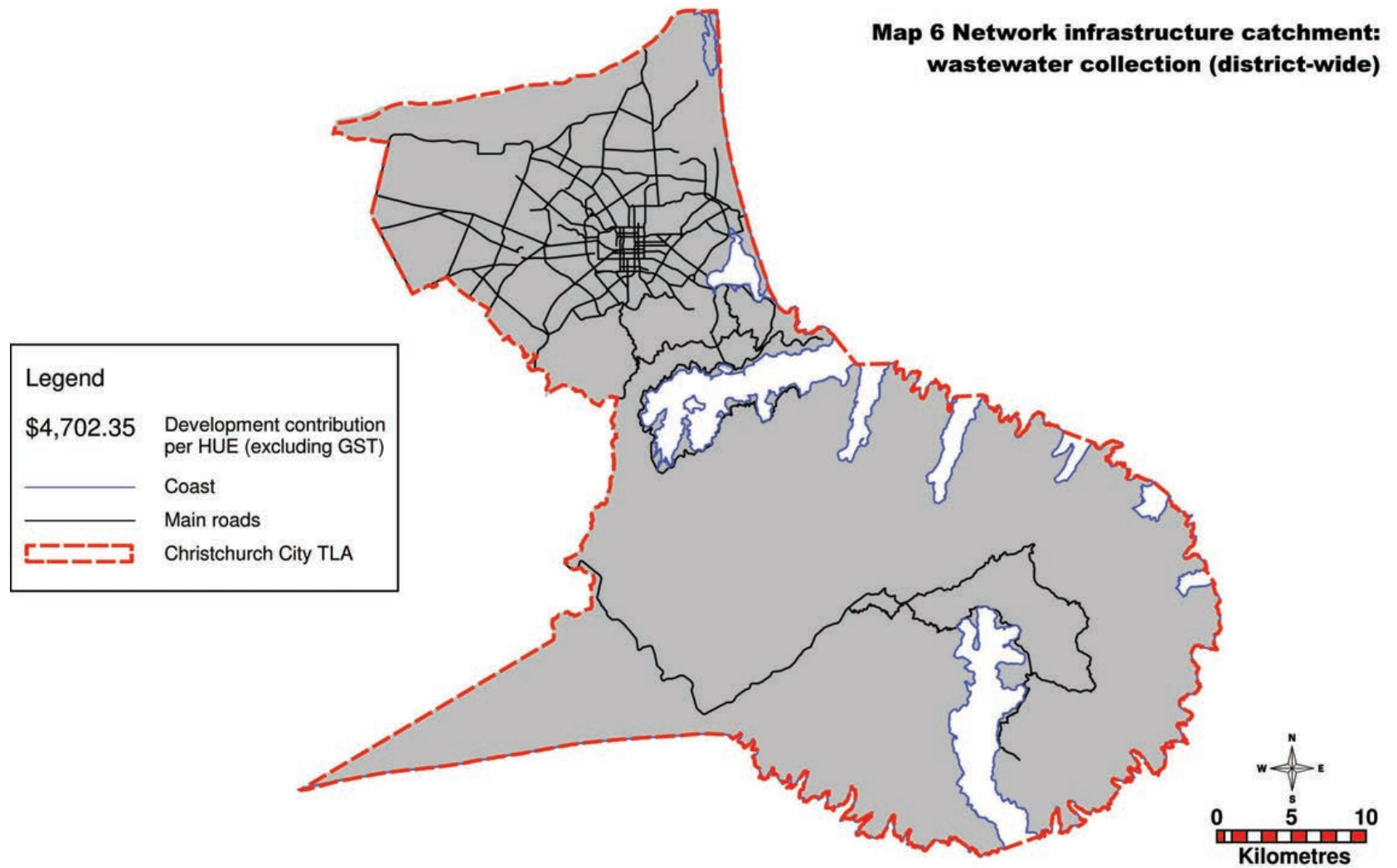
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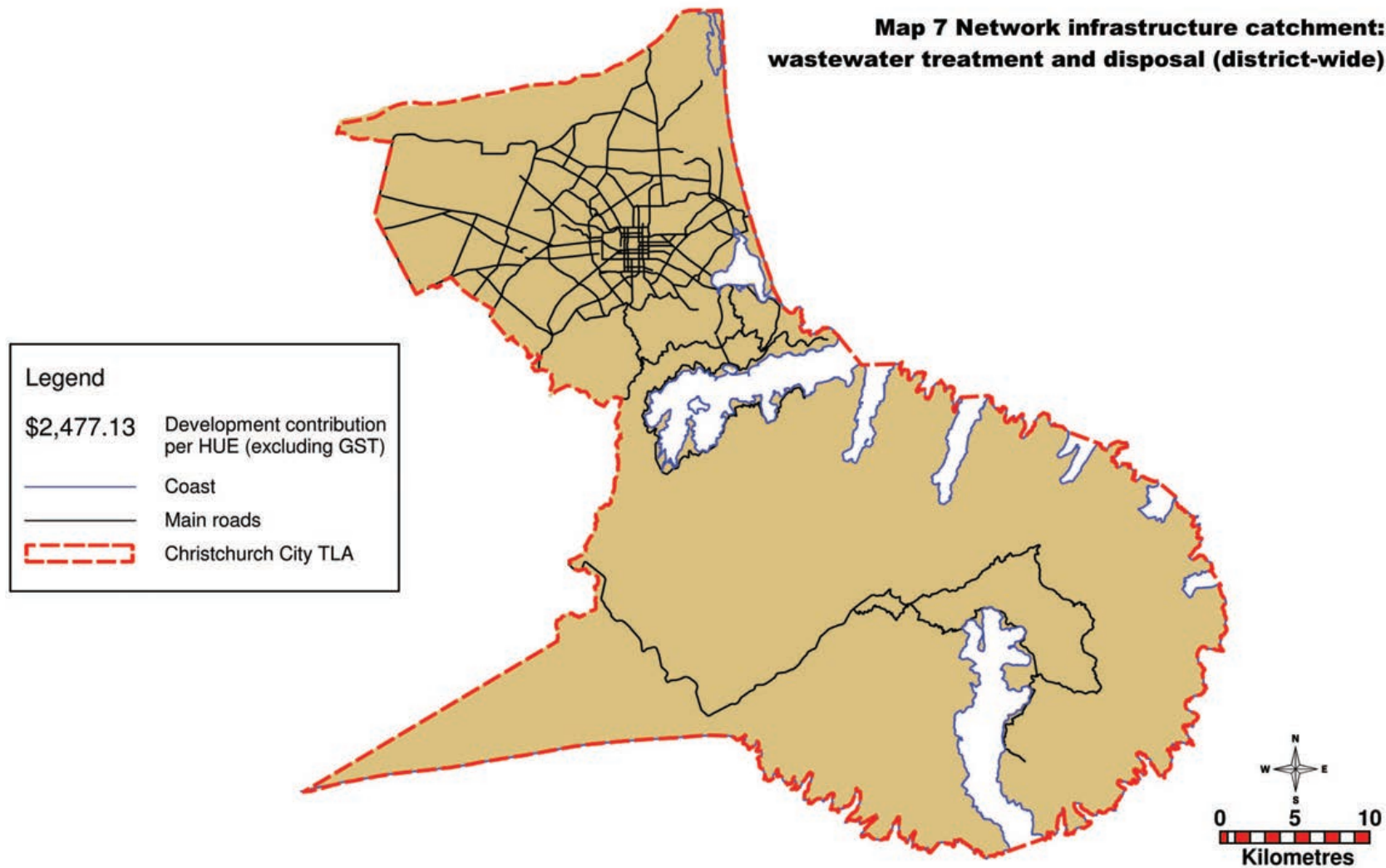
**Map 6 Network infrastructure catchment:
wastewater collection (district-wide)**



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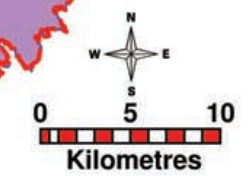
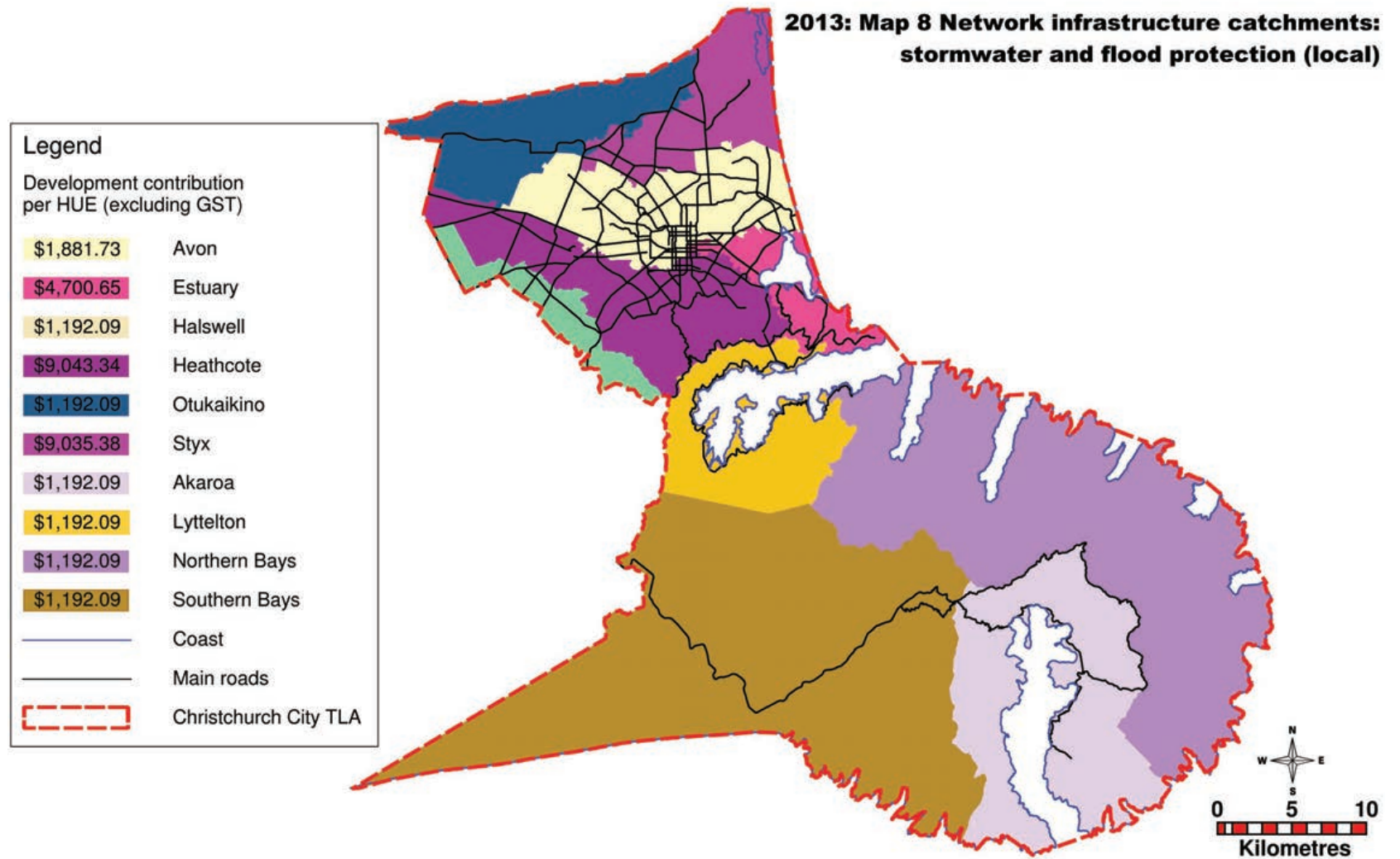
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**Map 7 Network infrastructure catchment:
wastewater treatment and disposal (district-wide)**



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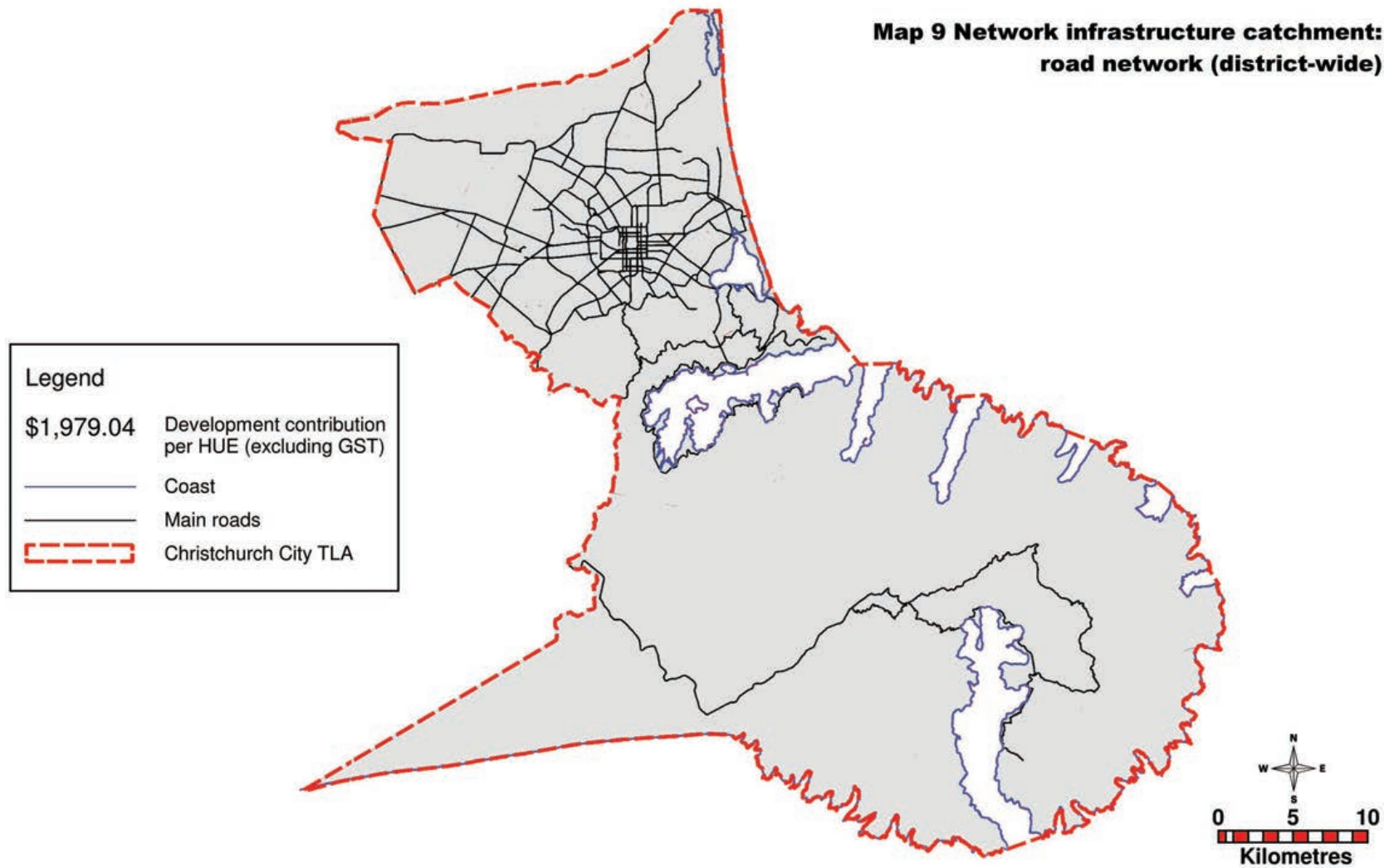
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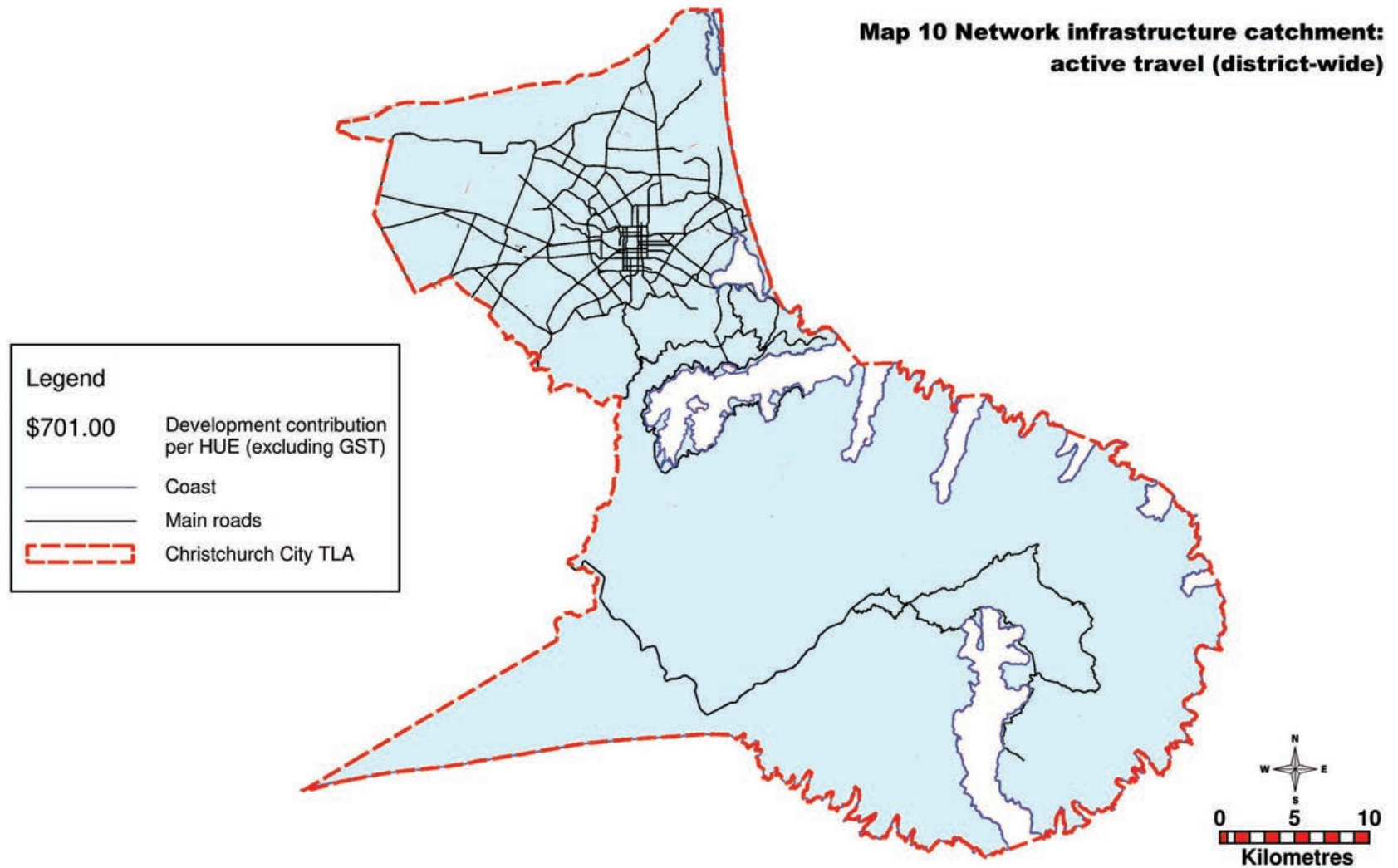
**Map 9 Network infrastructure catchment:
road network (district-wide)**



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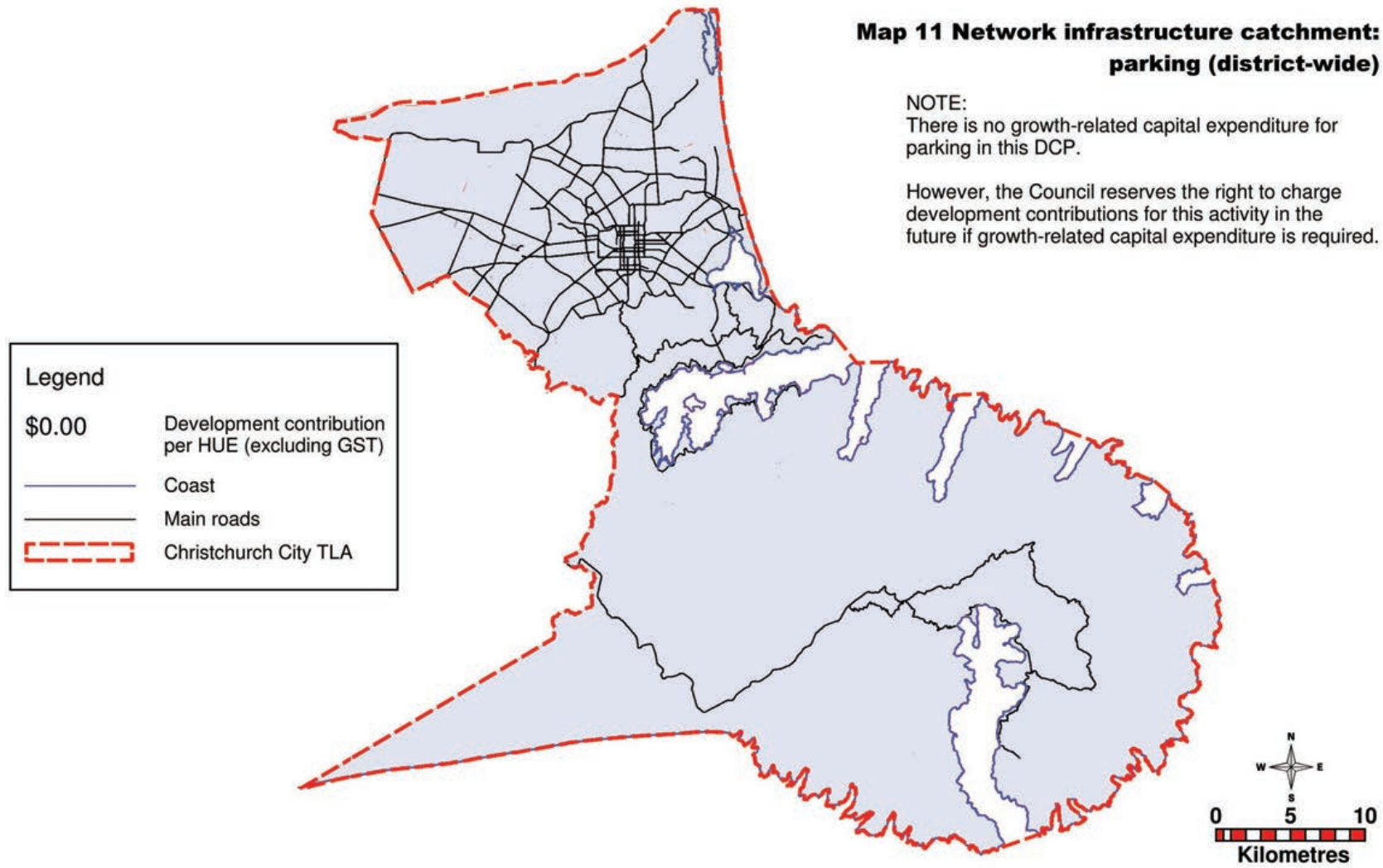
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**Map 10 Network infrastructure catchment:
active travel (district-wide)**



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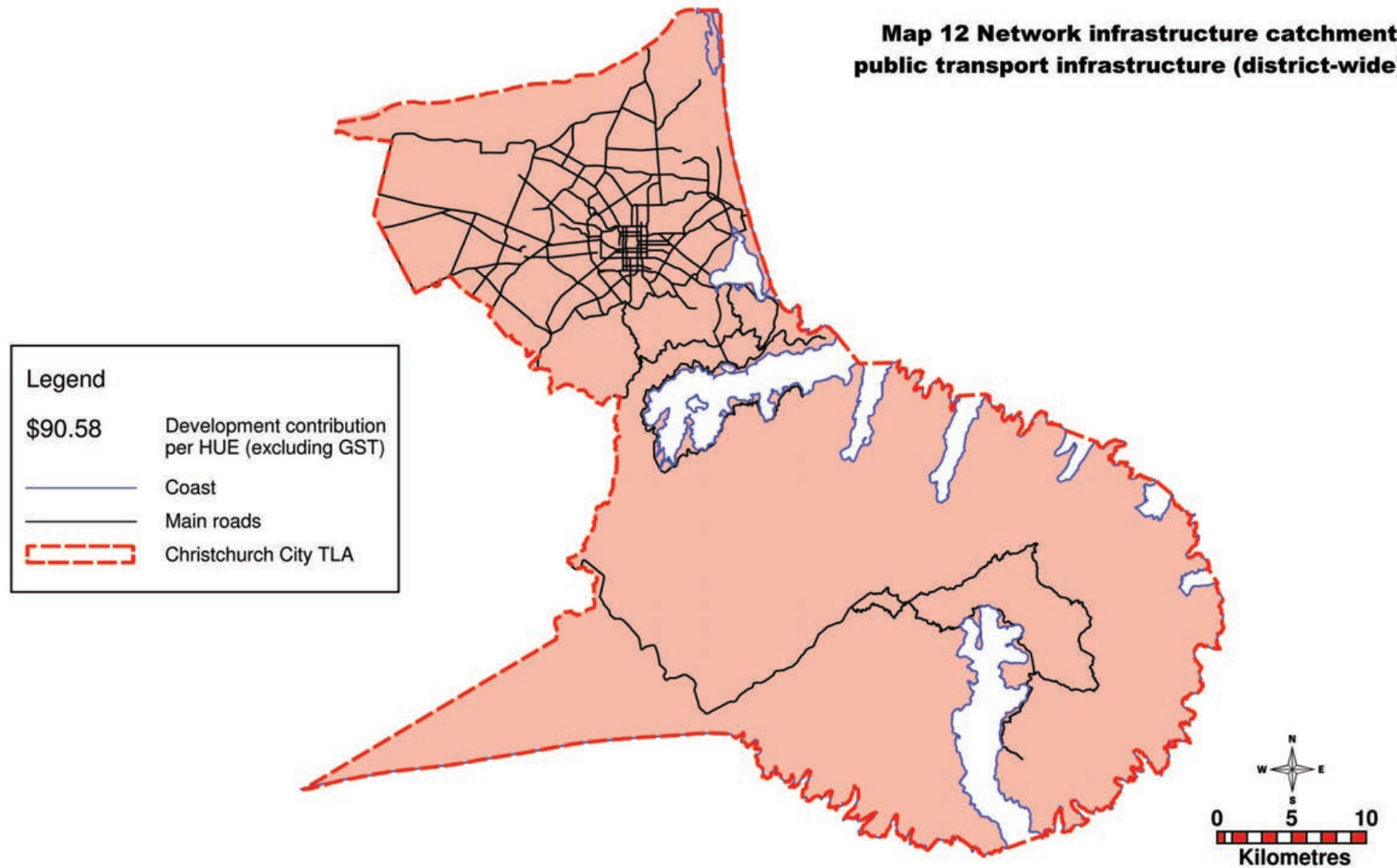
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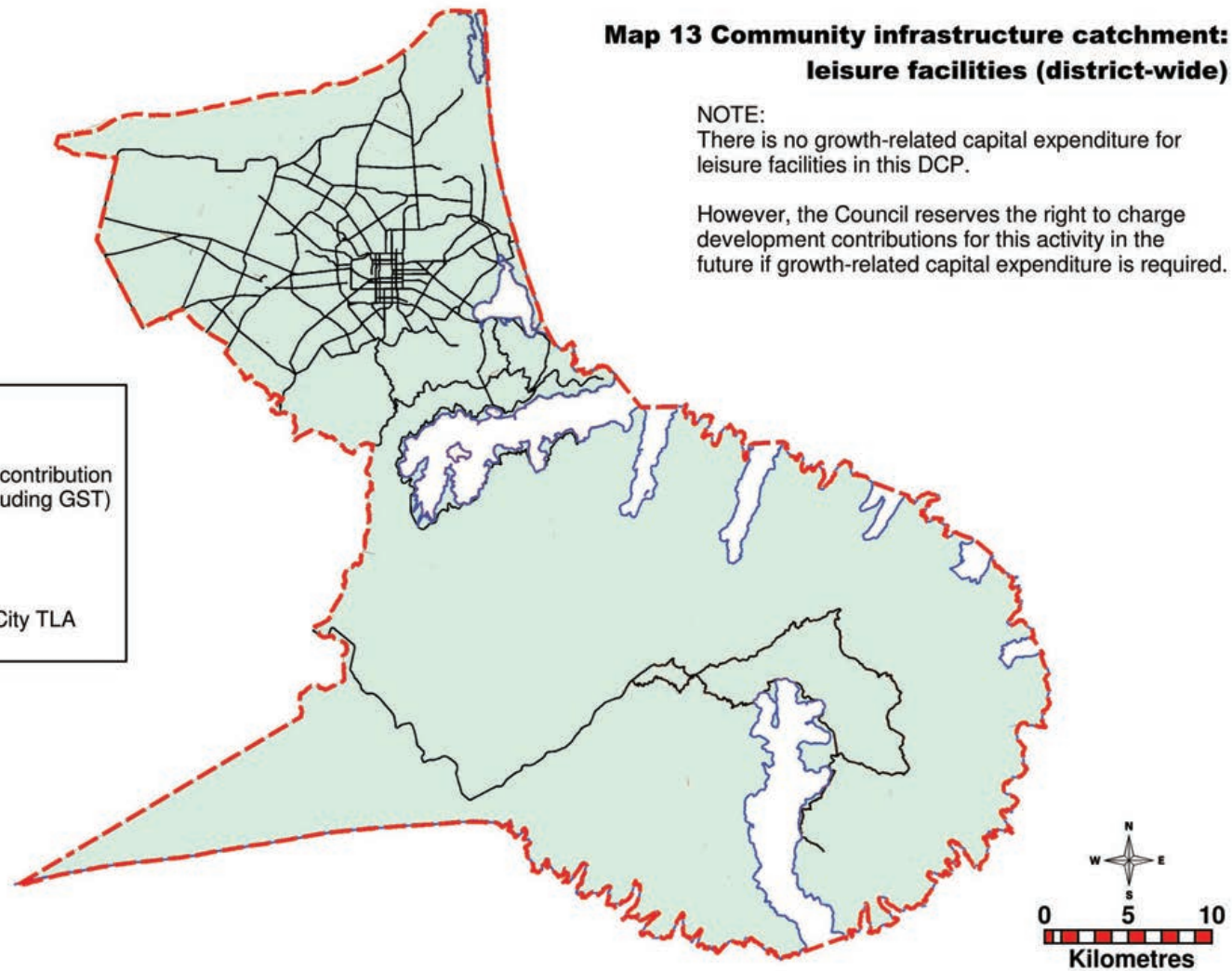
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**Map 12 Network infrastructure catchment:
public transport infrastructure (district-wide)**



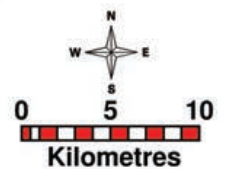
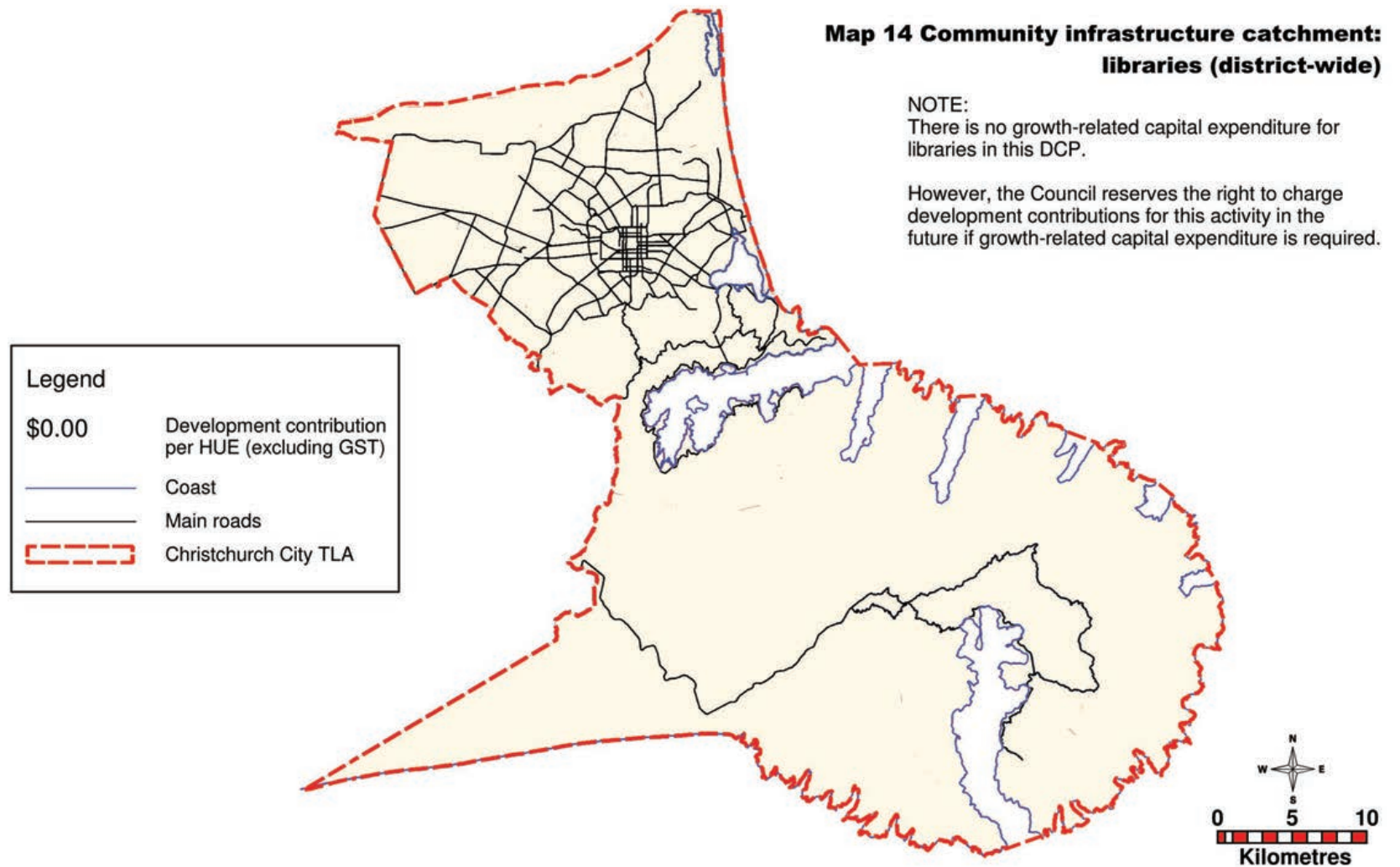
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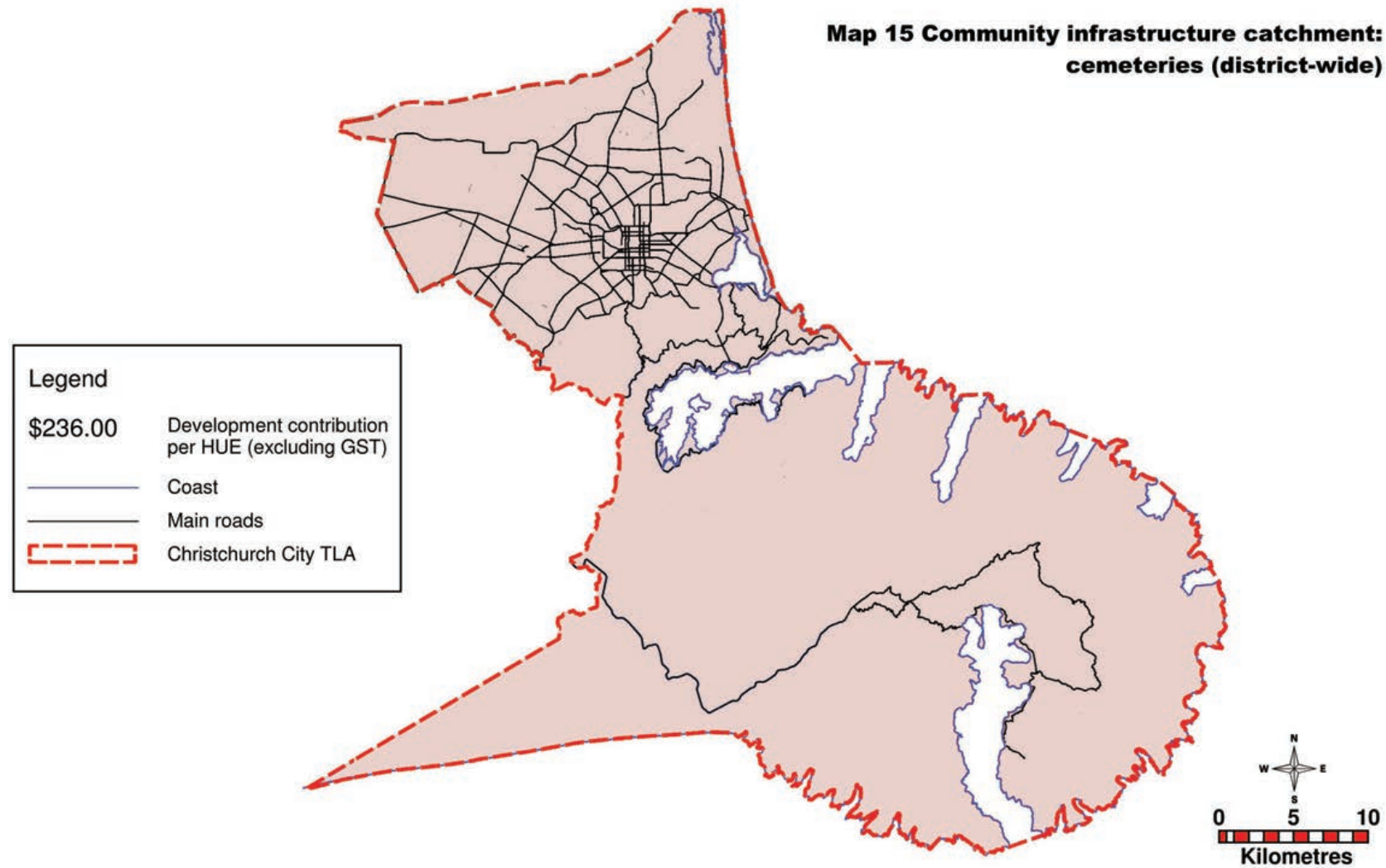
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Appendix 7: Additional information

7.1 Review of the policy

Following changes to the LGA in 2010, the DCP can be amended outside the special consultative procedure (SCP) of a local authority's long-term plan. While the DCP will remain a key component of the Council's three-yearly plans, the Council may choose to review the DCP at shorter intervals in parallel with the Annual Plan cycle or at any time, if the Council deems it necessary to take account of:

- Any changes to the significant assumptions underlying the DCP;
- Any change in policy as the Council continues to develop and implement the UDS and other strategies of significance for the district;
- Any changes to the Christchurch City Plan and the Banks Peninsula District Plan;
- Any changes in the capital works programme for growth;
- Any changes in the pattern and distribution of development in the district, particularly as a result of the Canterbury rebuild;
- Any corresponding changes necessary to the growth catchments for development contributions for each activity;
- Any audits and reviews of the policy;
- Any significant changes in cost indices; and
- Any other matters the Council considers relevant.

In addition to the above, it is intended that the schedule of development contribution charges will be updated annually (1 July) to account for inflationary impacts to the capital costs of projects and any changes to the capital expenditure programme.

Opportunities for interested or affected parties to seek amendment to the policy are only available whenever

the special consultative procedure is used. However, the Council welcomes suggested amendments at any time and will consider these as it prepares its 2015 Long-Term Plan and DCP review or any non-SCP amendment. The Council's decision to adopt this policy is subject to judicial review to the High Court only.

At the time of preparing this policy, the Council does not expect future versions of the DCP to require development contributions for any activities additional to those for which this policy already provides.

7.2 Financial Contributions and development contributions

This DCP is distinct from the City Plan provisions that allow the Council to require financial contributions under the Resource Management Act 1991 (RMA). Financial contributions are contributions that can be imposed under the RMA where provided for by the Christchurch City Plan and as a condition of resource consent. Development contributions are based on provisions within the LGA, not the RMA. The Council cannot collect development contributions and financial contributions for the same purpose.

The key purpose of financial contributions is to take account of the wider impact of a specific development, which may include offsetting or mitigating any adverse effects on the natural and physical environment, including infrastructural services, of a new development. The following financial contributions are provided for in the Christchurch City Plan and will remain in that document because they do not fall within the scope of the LGA provisions for development contributions:

A7.2.1 Christchurch City Plan

- A financial contribution towards the provision of parking spaces where it is not practical to physically provide the required amount on-site as part of the development in specified Central City and business zones (refer to Part 13: Transport, Appendix 2 in Volume 3);

- A financial contribution towards the conservation of heritage assets where the development causes the demolition or alteration of a protected building, place or object (refer to Part 9: General City Rules, Section 7.3.3 in Volume 3); and
- A financial contribution towards the provision of esplanade reserves where a development occurs without subdivision, but which would have invoked esplanade reserve provisions had subdivision occurred (refer to Part 9: General City Rules, Section 7.3.1 in Volume 3). Esplanade reserves do not therefore fall within the ambit of reserves for development contributions and will continue to be dealt with under the RMA.

A7.2.3 Banks Peninsula District Plan

Financial contributions are able to be collected for:

- road names and plates.
- in lieu of car parking.
- esplanade reserves or strips in circumstances other than subdivisions except within the Lyttelton Port Zone or the Port Environs Overlay.
- Network and community infrastructure and reserves to serve new developments if provisions for that infrastructure has not.

Additionally the Plan provides for possible contributions reductions where cultural and natural heritage is protected as part of the development.

The Plan contains criteria for determining the circumstances, the amount and the type of financial contribution that may be reduced or waived.

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7.3 Development Contributions cost indices

As mentioned in section 2.9, the Council intends to adjust the schedule of development contributions (Table 2.7) each year (1 July) to account for changes in the capital cost of the activities to support the growth community. The inflation index used will be based on the BERL Local Government cost indices which cover:

- Roading & transport costs
- Reserve costs (including land and cost of development)
- Watersupply, wastewater and stormwater costs (including pipes)
- Community facilities costs

These indices are used across most Territorial Local Authorities to adjust their long-term plans. The indices are also based on Statistics New Zealand data which should reflect the same cost adjustments that developers are also experiencing. The net effect of these annual adjustments will be to maintain the Council's real capital expenditure requirements in line with the forecasts and plans at the start of the Three-year Plan.

7.4 Additional supporting information for the 2013-22 DCP

Additional or more detailed supporting information for this policy is obtainable online at <http://www.ccc.govt.nz> and at the Council's Civic Offices, 53 Hereford Street, Christchurch:

- Christchurch City Council 2013-22 Growth Model (Business)
- Christchurch City Council 2013-22 Growth Model (Households & Population)
- Schedule of growth-related capital expenditure
- Catchment maps (both district-wide and location-specific)

Appendix 8: Glossary of terms

In this policy, unless the context otherwise requires:

Active travel means walking, cycling and other non-motorised forms of transport.

Activity means the provision of community facilities by the Council, as grouped within

the following capital programmes:

- Reserves:
 - Regional parks
 - Garden and heritage parks
 - Sports parks
 - Neighbourhood parks.
- Network infrastructure:
 - Water supply
 - Wastewater collection
 - Wastewater treatment and disposal
 - Stormwater and flood protection
 - Road network
 - Active travel
 - Parking
 - Public transport.
- Community infrastructure:
 - Leisure facilities
 - Libraries
 - Cemeteries.

Activity Management Plan means the detailed plans showing the relationships between an activity's capital and operating expenditure, levels of service and the achievement of community outcomes.

BA means Building Act 2004.

Backlog means that portion of a project that relates to historical catch-up to meet the required level of service for the existing community.

Base units means the demand of an average household unit for each activity.

Capital programme means the capital programme as developed for the Three-year Plan (see Appendix 3 for the growth component).

Catchment means a geographical area of the district for which separate development contributions exist (see Appendix 7).

City Plan means Christchurch City Plan, operative in part from 21 November 2005, and the Banks Peninsula Proposed District Plan, operative from 15 October 2013, including as amended or substituted.

Community facilities means reserves, network infrastructure or community infrastructure for which development contributions may be imposed.

Community infrastructure means land, or development assets on land, owned or controlled by the Council to provide public amenities, including land that the Council will acquire for that purpose.

Community services development means land or development assets on land owned or controlled by private providers of public amenities (including land leased from the Council) which consume infrastructural capacity, such as sporting, educational, cultural, religious and charitable activities.

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Complete application means an application that the Council considers is complete including applications that are prescribed in Section 88 of the RMA and/or Section 45 of the Building Act 2004.

Cost allocation means the allocation of the capital costs of a project to the various drivers for the project, such as renewal, backlog and additional capacity to meet growth (see Appendix 5).

Council means the Christchurch City Council.

Credits means credits as calculated under Section 2.3 of this policy.

CTM means Christchurch Transport Model

DC means development contribution.

DCP means Development Contributions Policy. This policy is effective as of 1 July 2013 until such time as it is reviewed or amended.

Developed means land on which physical improvements have been made or where development to land has occurred (refer to the definition of 'development').

Developer means an individual or firm, or a group of individuals or firms, who is/are an applicant for a consent or service connection for which a development contribution is assessed under this policy.

Development means:

- a. any subdivision, building, land use or other development that generates a demand for reserves, network infrastructure, or community infrastructure; but
- b. excluding the pipes, lines or lots of a network utility operator.

Examples include residential development, being the creation of additional lots and/or household units, and non-residential development, being the creation of additional lots and/or an increase in gross floor area (GFA), water usage, impervious surface area (ISA) and traffic movements (VPD), including through a change in land or building use.

District-wide means applicable to the territorial boundaries of Christchurch city and Banks Peninsula

Effective date means the date on which any version of the DCP took or takes effect as set out in Section 1.6.

Equivalence refers to the process of ensuring that both residential and business demands are expressed in a common unit – the Household Unit Equivalent (HUE). The equivalence is based on typical measures derived from the Council's understanding of the existing and planned mix of business uses permitted by the District Plan and by observed development patterns (see section 2.2).

Family flat means self-contained living accommodation, whether contained within a residential unit or located separately to a residential unit on the same site, which is occupied by family member(s) who are dependent in some way on the household living in that residential unit; and which is encumbered by an appropriate legal instrument which ensures that the use of the family flat is limited to dependent family members of the household living in the residential unit.

Funding model means the funding model developed by the Council to support the DCP.

Funding period means the period over which the funding model applies, which is not less than 10 years (except the current 2013 DCP, which is 9 years). Otherwise it is the lesser of the asset capacity life, asset useful life or 30 years.

GFA means gross floor area, being the sum of the total area of all floors of all buildings. The GFA is measured from the exterior walls or from the centre line of walls separating two buildings and excludes:

- car parking
- loading docks
- vehicle access and manoeuvring areas/ramps
- plant and equipment enclosures on the roof
- service station canopies
- pedestrian circulation space in an enclosed retail shopping centre, and any foyer/lobby or a primary means of access to an enclosed retail shopping centre, which is accessed directly from a public place.

Growth model means the processes used to determine the anticipated future residential and non-residential growth for each catchment (see Appendix 2).

GST means Goods and Services Tax.

HUE means household unit equivalent (see Appendix 4).

Industrial means the use of land, infrastructure and buildings for the manufacturing, fabricating, processing, packing or storage of goods, substances, energy or vehicles; the servicing and repair of goods and vehicles whether by machinery or hand; or any other similar activities.

Infrastructure Design Standard means Infrastructure Design Standard, operative 1 July 2009, including as amended or substituted. The IDS replaces the Christchurch Metropolitan Code of Urban Subdivision.

ISA means the impervious surface area to be drained to the reticulated surface water network.

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Memorandum of encumbrance – In this case, it describes a claim against a property by the Council. Encumbrance will usually impact on the sale or transferability of the property and can restrict its free use until the encumbrance is removed.

Leisure facilities means facilities used for leisure purposes and includes swimming pools and other sporting facilities.

Level of service means the standard of service provided for each activity. These are spelt out in the Council's Activity Management Plans.

LGA means Local Government Act 2002 and its amendments.

Lot means the same as 'Allotment' in the Christchurch City Plan.

Network infrastructure means the provision of roads and other transport, water, wastewater, and storm water collection and management.

Non-residential means any development of land or buildings that does not fall under the definition of 'residential.'

NZTA means New Zealand Transport Agency.

Private developer agreement (PDA) means any private agreement relating to a development that is assessed for development contributions and signed between a developer and the Council under Section 3.2 of this policy.

Red zone refers to land classified by CERA as red zone

Renewal means that portion of project expenditure that has already been funded through depreciation of the existing asset.

Reserves means land acquired or purchased for a reserve, including the cost of providing improvements necessary to enable that land to function as a reserve useable for its intended purpose as defined in the Reserves Act 1977.

Residential means the use of land and buildings for living accommodation purposes, including residential units, serviced apartments (except where used for travellers' accommodation) and unit/strata developments, but excluding travellers' accommodation (such as hostels, hotels and motels) and prisons.

Residential unit means a self-contained building (or group of buildings, including accessory buildings) used for a residential activity by one or more persons who form a single household. Where there is more than one kitchen on a site (other than a kitchen in a family flat) there will be deemed to be more than one residential unit. A residential unit may include no more than one family flat as part of that residential unit.

Retail means the use of land, a building or parts of a building for the sale or display of goods or the offer of goods for hire.

Retirement village means a development that contains two or more residential units and shared-use community facilities for the residential accommodation of people who are predominantly retired and/or require residential care (including a hospital). Retirement villages are the only residential activity that have a HUE equivalence.

RMA means Resource Management Act 1991.

Rural means the use of land or buildings for the purposes of agricultural, horticultural or pastoral farming; intensive livestock management; boarding or training of animals; outdoor recreation activity; or forestry; or any other similar activities; and may include a residential unit.

Service connection means a physical connection to a service provided by, or on behalf of, the Council.

Site means the area covered by the development being assessed for development contributions, being made up of one or more lots or part lots.

Small residential unit means a residential unit less than 100m² (plus a 17.05m² parking allowance). Examples include an elderly person's housing unit, high-rise apartment and serviced apartment.

Subdivision means the same as a 'subdivision' under the RMA.

UDS means The Greater Christchurch Urban Development Strategy.

Unallocated means that proportion of a capital project that cannot be attributed to backlog, growth or renewal.

Undeveloped means land on which development, as defined in this policy, has not been undertaken and includes lots deemed to be undeveloped under Section 2.3 of this policy.

Unit, for the purposes of accommodation, means a separate and habitable area, e.g. a motel unit or hotel room.

Unit of demand means a HUE, being the typical demand for an activity by an average household (see Appendix 4).

VKT means vehicles kilometres travelled per year.

Remission and Postponement Policy of Rates on Māori Freehold Land

The City contains a number of Maori Land properties which are either unoccupied and unimproved or partially occupied. In some cases these are creating a significant rating burden on the Maori owners who often do not have the means nor, in some cases, the desire to make economic use of the land. Often this is because of the nature of the ownership, because the land has some special significance which would make it undesirable to develop or reside on, or is isolated and marginal in quality.

The Council has recognised that the nature of Maori Land is different to General Land and has formulated this policy to deal with those differences.

Objective

The Council has recognized that certain Maori-Owned Lands have particular conditions, ownership structures or other circumstances which make it appropriate to remit or postpone rates for defined periods of time.

The Council and the community benefit through the improved collection of rates and the removal of that rates debt which is considered non-collectable.

The Council is required to consider every application for remission and/or postponement of rates on Maori-Owned Land pursuant to Section 108(4) of the Local Government Act 2002 and will then consider the most appropriate tool if any, either remission or postponement, to assist in making ownership and occupancy of the land feasible.

Conditions and criteria for postponement or remission

General

- The rating units must be either Maori Customary Land or Maori Freehold Land as defined by s.129 of the Te Ture Whenua Act 1993.
- Council will have the sole discretion on whether or not to grant the remission or postponement and may seek such additional information as may be required before making its final decision.
- The policy does not provide for the permanent remission or postponement of rates on the property concerned.
- If the status of the land changes so that it no longer complies with the criteria the remission or postponement ceases unless further relief is granted in accordance with the policies below.
- Council expects that any rating relief will be temporary and each application will be limited to a term of three years. However, the Council may consider renewing the rate relief upon the receipt of further applications from the owners. Council may also, at its sole discretion, renew the rating relief without application from the owners.
- In the event that subsequent applications for rating relief are made by only one or a minority of owners, Council may require that these are signed or supported by such greater proportion of owners as may be required from time to time.
- The land must have, in the opinion of the Council, historical, ancestral or cultural significance.

Policy application where the rating unit is not in use

In general, the criteria for granting rates relief would include some or all of the following:

1. the land is not in use (as defined below);
2. the land is unimproved:
the land has no or minimal improvements;
3. the land is land locked:
the land does not have legal access to the Council or national roading network;
4. multiple ownership or fragmented ownership:
the land has multiple owners and ownership rights and individual share proportions vary. Owners are scattered throughout the country and even worldwide. Attempts to contact a majority representation are often painstaking and difficult;
5. the land has particular value as ancestral land in relation to its owners' culture and traditions;
6. the presence of waahi tapu that may affect the use of the land for other purposes;
7. Government and Council's desire to avoid further alienation of Maori freehold land;
8. The land has particular conservation value:
because of its remoteness and inaccessibility the land has a high conservation value which Council or the community wish to preserve;
9. unsecured legal title:
land titles have not been surveyed therefore they cannot be registered with the District Land Registrar. Owners seeking finance for development of their land are restricted as mortgages cannot be registered against the title;

10. isolation and marginal in quality: the land is geographically isolated and of marginal quality;
11. no management structures: owners of the land have no management or operating structures in place to administer matters;
12. rating problems: because of the above factors there is a history of rate arrears and/or a difficulty in establishing who is/should be responsible for the payment of rates.

In accordance with Part 2 Section 96 of the Local Government (Rating) Act 2002, Maori Land is defined as in use when a person/persons do one or more of the following for his or her profit or benefit:

- resides upon the land
- depastures or maintains livestock on the land
- stores anything on the land
- uses the land in any other way.

Policy application where the rating unit is in use

Where an insignificant or inconsequential portion of the land is in use Council may, at its sole discretion, provide rating relief on that portion of land not in use. For example, the depasturing of a pony on the rating unit is likely to be considered inconsequential.

Any such relief shall be determined following consideration of the criteria for granting rates relief on land not in use (as detailed above). In addition, Council is more likely to grant rates relief when one or both of the criteria below are met:

1. where the land is used by its owners for traditional purposes, and
2. where the land is used in providing economic and infrastructure support for marae and associated papakainga housing (whether on the land or elsewhere)

Policy application where there is a change in status, ownership, or use

In some circumstances Maori Land may change status (for example from Maori Freehold Land to General Land Owned by Maori), ownership, or use (for example persons may choose to reside upon land previously unoccupied). Where Council deems it to be in the interests of the community it may, at its sole discretion, choose to remit or postpone any postponed rates or rates arrears and penalty arrears on that land.

For example, should the land be developed in order to establish a conservation estate Council may grant rates relief. Similarly, should the land be developed in such a manner as to change it from unproductive to productive land, and therefore eligible for rates in the future, Council may grant rates relief.

The amount and timing of any rates relief provided under this policy is entirely at the discretion of Council. However, in general such relief will not exceed the following:

- 100% remission of historic unpaid rates and penalties
- 100% remission of general rates in the year of change in use
- 50% remission of general rates in the year following change in use.

Remission applies to:

Owners, or authorised agents of the owners, of Maori Land, with different conditions applying to occupied, unoccupied or partially occupied land.

Rates Remission Policy

Objective of the policy

It is Council policy to provide rates relief on properties that are held and maintained for the benefit of the community, where there is significant public good in providing relief, and where Council considers it just and equitable to do so.

Other circumstances where Council will consider the remission of rates are:

- remission of rates penalties where there is a reasonable excuse for late payment
- remission of Uniform Annual General Charge on contiguous parcels of land in common usage but where the rating units are not in the same ownership
- remission of Uniform Annual General Charge where Council has determined that a building consent will not be issued for the primary use of the land under the City Plan.

Details of rates remissions are set out below.

Remission of rates where the land is used by not-for-profit clubs, associations and churches, for sport or for community benefit

Objective

To support community-based organisations and the benefit they provide to the wellbeing of Christchurch by partially remitting rates.

Conditions and criteria

Up to 100% remission of all rates (except excess water supply targeted rate and waste minimisation targeted rate) may be made for not-for-profit organisations occupying Council land under lease where there is a predominant community benefit.

Remission of rates on property not owned by the Council, where it is used by not-for-profit community or sports organisations, may be granted on the basis of:

- a. up to 100% remission of general rates and uniform annual general charge;
- b. up to 50% (of the rates that would be payable if they were fully rateable) remission of targeted rates for water supply, sewerage, and land drainage; and
- c. the remission does not apply to any excess water supply targeted rate, targeted water supply fire connection rate, or waste minimisation targeted rate.

All remissions are at the discretion of the Council and will be assessed on a case-by-case basis.

The remission applies where the land is used by qualifying entities, predominantly those that are fully or partially non-rateable under Schedule 1 of the Local Government (Rating) Act 2002.

The remission may include land over which a liquor licence is held provided this is incidental to the primary purpose of occupancy.

The remission will generally be limited to that part of the land which is used for the activity which provides community benefit.

The distinction between those occupying Council land and those on their own land recognises the benefits of independent ownership that accrue to the private land owners.

Applications for the remissions must be in writing. The Council reserves the right to require annual applications to renew the remission or require certification from the applicant that the property is still eligible for the remission and that the land use has not changed.

It is a precondition of remission that the residual rates are paid in full.

The remission may be phased in over several years.

Remission applies to:

All incorporated sport and recreation clubs, associations and community organisations (which includes places of religious worship or used for any branch of the arts) which have within their constitution appropriate clauses to qualify them as charities or where there are clauses which ensure they are not-for-profit and where there is, in the opinion of the Council, significant public good which results from the occupation of the land.

The Council (at its absolute discretion) shall determine the extent of public benefits that are provided to the community. This determination shall be the basis for the extent of the remission.

The remission does not apply to rating units owned or occupied by:

- a. chartered clubs (however, a sports area may qualify provided it is significant and is set aside exclusively for that use);
- b. political parties;
- c. trade unions and associated entities;
- d. dog or horse racing clubs;
- e. any other entity where the benefits are restricted to a class or group of persons and not to the public generally.

Remission of all rates on land occupied and used by the Council for community benefit

Objective

To support facilities providing benefit to the community by remitting rates.

Conditions and criteria

The Council may remit all rates other than excess water supply targeted rates or targeted water supply fire connection rates on land owned by or used by the Council and which is used for:

- a. a public garden, reserve, or children's playground;
- b. games and sports (except galloping races, harness races, or greyhound races);
- c. a public hall, community centre, library, art gallery, or other similar institution;
- d. swimming pools;
- e. public conveniences;
- f. rental housing provided within Council's Social Housing activity; and
- g. any other community benefit use excluding infrastructural asset rating units.

This remission does not apply to Council land leased to others and not occupied by or used by Council.

Remission applies to:

All Council-owned and/or used land where the use is for the purposes set out in the remission statement.

The remission does not extend to land used as Council offices or yards, infrastructural asset rating units, or land which is leased for commercial purposes.

Remission of any rates or penalties where it is just and equitable to do so

Objective

To recognise that Council's policies for rates remission cannot contemplate all possible situations where it may be appropriate to remit rates.

Conditions and criteria

The Council may, by specific resolution, remit any rate or rates penalty when it considers it just and equitable to do so.

Remission of current year's rate penalties due to one-off non-payment or where there are timing mismatch issues

Objective

It is appropriate that the Council show consideration to ratepayers who have made genuine mistakes provided that it is not a repetitive omission. The objective of this remission is therefore to avoid penalising ratepayers:

- a. who have paid their rates late due to a genuine mistake; or
- b. who are paying by regular bank transaction and where minor penalties are incurred due to timing differences.

Conditions and criteria

Business ratepayers may be allowed one current-year rate-penalty remission in five years and all other ratepayers may be allowed one current-year rate-penalty remission in two years where the ratepayer can illustrate that a genuine error or oversight has occurred.

Written applications will generally be required for other than minor timing mismatch issues. However, staff may waive the written application provided they are satisfied the full details of the application are recorded.

Applications must state the reason for the late payment.

Deliberate non-payment will not be accepted as a reason for late payment.

All outstanding rates (excluding the penalties to be remitted) on all properties owned by the applying ratepayer must be paid in full for the remission to be granted.

Remission applies to:

All ratepayers, although with different criteria.

Christchurch City Council

Rates Remission Policy

Remission of rates penalties imposed where there is an inability to pay**Objective**

To encourage ratepayers who are in arrears due to financial difficulty or other genuine unusual circumstances to make arrangements to clear arrears and keep their payments up to date.

Conditions and criteria

The remission may apply to properties that are the primary private residence owned and occupied by the ratepayer. The remission applies under the following circumstances:

- a. to penalties which have been imposed in the last two-year period, and:
 - i. where payment has been overlooked due to sickness, death or significant financial hardship or generally where it is considered to be just and equitable to do so; and
 - ii. where such action would facilitate immediate payment of all outstanding rates;
- b. where there is an acceptable arrangement to pay existing arrears and annual rates over an agreed time frame, any penalties that would have otherwise been imposed will be remitted.

Written applications will generally be required for all remissions. However, staff may waive the written application provided they are satisfied there is good reason and provided that full details of the application are recorded.

Remission of penalties may be considered where there is an offer for immediate settlement of all rates outstanding which can be facilitated by the remission of arrears' penalties, in addition to remission of the current penalties. This would apply where there are substantial arrears.

Remission applies to:

All ratepayers where the rating unit is the primary residence.

Remission of current penalties where there is payment in full for the year**Objective**

To encourage payment of current rates in a lump sum or the balance of the current rates where non-payment of an instalment has occurred.

Conditions and criteria

Remission of current year penalties where there is payment in full for the year once the full year's rates have been assessed.

The remission applies where a ratepayer chooses to make payments on a different basis from the instalment due dates, typically paid in full on an annual one-payment basis where the total current year's rates are paid by the due date for instalment two.

Remission applies to:

All ratepayers.

Remission of the Uniform Annual General Charge on contiguous parcels of land in common usage but where the rating units are not in common ownership**Objective**

To recognise that parcels of land sharing a boundary and used for the same purpose, but with separate ownership, should be treated as a single unit to achieve the purpose of the Uniform Annual General Charge as set out in Council's Rating Policy.

Conditions and criteria

Where rating units sharing a boundary and used for the same purpose have separate ownership, the Uniform Annual General Charge on all but one of those rating units shall be remitted.

The remission applies to contiguous parcels of land that are in common usage but where the rating units are not in common ownership.

Remission applies to:

All ratepayers.

Remission of Uniform Annual General Charge where Council has determined that a building consent will not be issued for the primary use of the land under the City Plan**Conditions and criteria**

Council may consider remitting the Uniform Annual General Charge on a rating unit where it has determined that a building consent will not be issued for the primary use of the land under the City Plan.

Remission applies to:

All ratepayers.

Christchurch City Council

Rates Remission Policy

Remission of excess water rates where it is just and equitable to do so**Objective**

The Council considers that it is the ratepayer's responsibility to ensure the integrity of water reticulation systems within their boundary. Therefore the Council expects that, in general, excess water rates must be paid in full by the ratepayer. However, the Council recognises that in some limited instances it is unreasonable to collect the full amount of excess water charges payable by a ratepayer.

Conditions and criteria

Council may consider remitting up to 100% of excess water rates when the ratepayer could not reasonably have been expected to know that a leak within their boundary has resulted in unusually high water consumption.

Remission applies to:

All ratepayers liable for excess water rates.

Earthquake-affected properties

The Council has resolved to remit rates for ratepayers affected as follows:

- i. rates remission on the value of improvements, or 40% rates remission, whichever is the greater for residential and non-rateable properties that are unable to be occupied,
- ii. 30% rates remission for businesses properties located within the central city cordon as at 1 July 2013 and for the period they remain within the cordon,
- iii. 30% remission for businesses outside the central city cordon for the period that the buildings are unable to be occupied due to dangerous adjacent buildings,
- iv. 100% rates remission for residential and non-rateable properties that are considered by the Council to be at risk of rock-fall, cliff collapse, unsafe access or retaining wall issues, and where the occupant has been instructed by the Council to vacate the property and issued with a notice under section 124(1)(b) of the Building Act 2004.
- v. 100% for residential land in the Red Zone that was vacant, and residential properties in the red Zone under construction at 22 February 2011, until the earlier of 30 June 2014 or the Crown making a decision on the fate of these titles.

Electricity Supply Charges**Objective**

The Stronger Christchurch Infrastructure Rebuild Team is repairing and replacing existing sewage disposal systems damaged by the September 2010 earthquake and aftershocks. In the areas worst affected, existing gravity-fed wastewater disposal will be replaced by a low pressure pump sewer system. This involves installing small chambers on individual properties to collect the household's waste water which is then pumped under pressure to new polyethylene street mains.

For the pump to operate, it must be connected to the electricity supply on each property. Based on current charges the additional cost to operate the system has been estimated to average \$23.50 plus GST per household per annum.

The low pressure pump sewer system is being installed to provide greater confidence that waste water services will be available should there be further significant earthquake aftershocks. Because it is a service being provided by the Council it will meet the annual electricity supply charges paid by property owners to operate the system. For single dwelling properties, this will be done by remitting the annual rate charge for each affected property by an amount equivalent to that estimated to be the additional cost incurred. For the 2013-14 year this remission is set at \$23.50 plus GST per property. For multiple dwelling properties serviced by a single pump, an additional meter may be installed and Council will pay the charges directly.

Remission does not apply to:

- a low pressure pump sewer system that was owned and installed by a property owner prior to the date the policy came into effect;
- the future subdivision of a property in an area in which the system is required to be installed;
- land that was vacant prior to 4 September 2010.

Rates Postponement Policy

Objective

To assist owner-occupiers of property to continue living in their home when they do not have the financial capacity to pay their rates or where the payment of rates would create financial hardship.

The Rates Postponement Policy is primarily, but not exclusively, designed for ratepayers over 65 years of age. Younger ratepayers may apply and will be considered on their merits.

Postponement statement

Up to 100% of rates may be postponed for a period determined by the Council where the ratepayer is experiencing financial hardship.

Conditions and criteria

The postponement applies to properties that are the primary private residence owned and occupied by the ratepayer, and the ratepayer can demonstrate:

- a. they do not have the financial capacity to pay their rates; or
- b. the payment of rates would create financial hardship.

Written applications and a declaration of eligibility will generally be required for all postponements. However, staff may waive the written application provided they are satisfied there is good reason and provided that full details of the application are recorded.

Applications for postponement will be considered on their individual merits.

Rates penalties will not be applied or will be remitted for any rates that have been postponed.

The postponement will continue to apply until:

- a. the ratepayer ceases to be the owner or occupier of the rating unit; or
- b. the ratepayer ceases to use the property as their primary private residence; or
- c. until a date specified by the Council at the time of granting the postponement;

whichever is the sooner.

Postponement applies to:

Any land owned and occupied by the ratepayer as their primary private residence.

Transitional postponements

There are transitional postponement provisions provided for in the Act and generally these cease on revaluation or change of circumstances. The Council will only apply the requirements of the Act unless the ratepayer qualifies under other policy conditions.

Postponement – general issues

The postponed rates will remain a charge against the property and must be paid either when the property ceases to be the place of residence of the applicant or the criteria no longer apply. Postponed rates may include rate arrears owing from a previous financial year.

A fee (effectively interest) will be charged annually where rates have been postponed. This fee will be calculated at the end of each rating year on the accrued rates postponed (including any fees outstanding) at the beginning of that financial year. The fee will be based on the Council's estimated cost of borrowing as published in the Annual Plan.



Reserves and Trust Funds

Christchurch City Three Year Plan
Christchurch Ōtautahi

Christchurch City Council

Reserves and Trust Funds

(\$000)		FORECAST OPENING BALANCE 1 July 2013	DEPOSITS	WITHDRAWALS	FORECAST CLOSING BALANCE 30 June 2016
Special Funds & Reserves	Purpose				
Capital Endowment Fund - Principal	Inflation protected principal of a Fund that generates an ongoing income stream which can be applied to economic development and civic and community projects	100,102	3,829	(1,402)	102,529
Capital Endowment Fund - Allocatable	Funds available for allocation after inflation protection of the Fund's principal.	70	10,110	(11,278)	(1,098)
Capital Endowment Fund 2	Invested in the Endeavour I-Cap Fund to fulfil the requirements of the main fund that a proportion of that fund be invested locally.	2,473	-	-	2,473
Earthquake Recovery Fund	Fund set up for the earthquake recovery to hold and apply funds received for the rebuild	91,266	1,462	(92,728)	-
Housing Development Fund	Separately funded Council activity (Social Housing).	29,394	69,870	(69,329)	29,935
Development & Financial Contributions - Reserves	Development and financial contributions held for capital expenditure.	25,170	62,396	(63,355)	24,211
Historic Buildings Fund	To provide for the purchase by Council of listed heritage buildings threatened with demolition, with the intention of reselling the building with a heritage covenant attached.	2,893	257	-	3,150
Community Loans Fund	To help community organisations carry out capital projects by lending funds at low interest rates.	2,583	-	-	2,583
Dog Control Account	Statutory requirement to hold Dog Control surpluses aside	1,979	6,892	(7,332)	1,539
Non Conforming Uses Fund	To enable Council to purchase properties containing non-conforming uses causing nuisance to surrounding residential areas and inhibiting investment and redevelopment for residential purposes. The intention is to remove the buildings and extinguish existing use rights.	1,617	168	-	1,785
Income Equalisation Fund	Currently holds funding for approved operational projects that have been delayed.	878	-	(878)	-
Development & Financial Contributions - Water Supply	Development and financial contributions held for capital expenditure.	678	71	-	749
Conferences Bridging Loan Fund	To provide bridging finance to organisers to allow them to promote, market and prepare initial requirements for major events and conferences, repaid by first call on registrations.	510	-	-	510
Cash in Lieu of Parking	Holds contributions from property developers in lieu of providing parking spaces. Used to develop parking facilities.	436	45	-	481
Loan Repayment Reserve	Used for facilitating repayment of rate funded loans	309	35,896	(35,896)	309
Sandilands Contaminated Sites Remediation	To fund remediation work at Social Housing sites.	254	-	-	254
Kilmore St Carpark Depreciation Reserve	Contractual obligation to set aside a portion of gross revenue to fund equipment renewals.	185	-	-	185
Ellerslie Flower Show	Holds surplus's from previous shows to offset unexpected future losses	134	-	-	134
Businesscare - Commercial Waste Minimisation	For investment in initiatives that assist in the achievement of the Council's goal of zero waste to landfill by 2020.	68	-	-	68

Christchurch City Council

Reserves and Trust Funds

		FORECAST OPENING BALANCE 1 July 2013 \$000	DEPOSITS \$000	WITHDRAWALS \$000	FORECAST CLOSING BALANCE 30 June 2016 \$000
Special Funds & Reserves					
	Purpose				
Misc Reserves	Minor or obsolete reserves	32	1	-	33
Bertelsman Prize	For provision of in-house training programmes for elected members and staff which have an emphasis on improving excellence within the Council.	20	-	-	20
WD Community Awards Fund	To provide an annual income for assisting in the study, research, or skills development of residents of the former Waimairi District (within criteria related to the Award).	20	2	-	22
Development & Financial Contributions - Cemeteries	Development and financial contributions held for capital expenditure.	16	-	-	16
		261,087	190,999	(282,198)	169,888
Trusts & Bequests					
Housing Trusts & Bequests	Various bequests made for the provision of Social Housing	404	42	-	446
Cemetery Bequests	Various bequests made for the maintenance of cemeteries	62	6	-	68
CS Thomas Trust - Mona Vale	Funds set aside for restoration work at Mona Vale	34	4	-	38
Woolston Park Amateur Swim Club (WPASC)	Scholarship programme including an Annual Talented Swimmer Scholarship and an Annual Potential Swimmer Scholarship utilising the former Woolston Park Amateur Swimming Club monies gifted to the Council	26	3	-	29
Parklands Tennis Club	Residual funds passed to the Council from the windup of the Parklands Tennis Club	17	2	-	19
19th Battalion Bequest	Funds passed to the Council by the 19th Battalion and Armoured Regiment to help fund the maintenance of the 19th Battalion and Armoured Regiment Memorial area	15	2	-	17
Yaldhurst Hall Crawford Memorial	Funds left by Mr Crawford for capital improvements to the Hall	10	1	-	11
Sign of Kiwi Restoration Fund	Funds set aside for restoration work at the Sign of the Kiwi	4	-	-	4
Fendalton Library Equipment Bequest	Fendalton Library equipment	3	-	-	3
Art Gallery Trusts & Bequests	Bill Sutton expressed a desire that any proceeds and benefits from any copyright fees that might be charged and accrue be utilised for the acquisition and advancement of Canterbury Art	1	-	-	1
		576	60	-	636
TOTAL RESERVE FUNDS		261,663	191,059	(282,198)	170,524



Council Fees and Charges

Christchurch City Three Year Plan
Christchurch Ōtautahi

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Fees and charges set under Section 12 Local Government Act 2002						
Fees set by Council in the 2012/13 Annual Plan						
See also Fees and charges set under Section 83, Local Government Act 2002						
Art Gallery						
Curatorial						
Photographic reproduction	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			
Venue Hire						
Hire of Auditorium - hourly	140.00	150.00	150.00		0.00	0%
Hire of Auditorium - up to 4 hours	400.00	450.00	450.00	No change in amount. Change in text description	0.00	0%
Hire of Auditorium - up to 8 hours	800.00	850.00	850.00	No change in amount. Change in text description	0.00	0%
Auditorium function surcharge applies outside business hours, Sundays and public holidays. One off fee.	120.00	150.00	250.00	Increase in fee, change in text description	100.00	67%
Gallery Tours associated with a venue hire	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			
Hire of Foyer (includes wedding & reception events) - evening 5.05pm to 12.30am	1900.00	2000.00	2,000.00	Change in time frame	0.00	0%
Hire of Foyer - additional costs after 12:30am. Per half hour	500.00	250.00	500.00	Increase in fee and change in time frame. Reflects increased staff charges.	250.00	100%
Hire of Foyer - Wedding Ceremony only and photos. Between 5.05pm and 8.00pm Monday - Thursday. Excludes Wednesday. Public Holiday surcharge of \$250.00 one off fee applies.		500.00	600.00	New. Not available Wednesdays (Gallery is open)	100.00	20%
Hire of Foyer - Wedding Ceremony only and photos. Between 5.05pm and 8.00pm Friday, Saturday, Sunday only.		1000.00	1,200.00	New - reflects busiest week nights (foyer out of action for whole night, increased staff charges)	200.00	20%
Forecourt Hire			General Manager's discretion to set fees	New		
Exhibition fees						
Admission fees for special exhibitions	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Gallery Tour charges						
Acoustic guide - per person per tour - permanent collection or exhibition	5.00	5.00	5.00	okay	0.00	0%
Pre-booked group tours - per student	2.00	2.00	2.00	okay	0.00	0%
Pre-booked group tours - per adult	5.00	5.00	5.00	okay	0.00	0%
Art appreciation courses - 4 sessions at 1.5hr - per course fee	-		60.00	Fee added	60.00	New fee
School classes - 1.5 hr session - per person	1.00	1.00	1.00	okay	0.00	0%
The above fees exclude pay per view exhibitions				Comment added		
Akaroa Museum						
Admission charge:	4.00					
Adult	1.00	4.00	4.00		0.00	0%
Child under 16	8.00	1.00	1.00		0.00	0%
Family group - max 2 adults and 4 Children	3.50	8.00	8.00		0.00	0%
Student over 16	3.50	3.50	3.50		0.00	0%
Senior citizen (65 and over)	1.00	3.50	3.50		0.00	0%
School groups - per person	20.00	1.00	1.00		0.00	0%
Family history, genealogical enquiry - initial enquiry	20.00	20.00	20.00		0.00	0%
Family history, genealogical enquiry - additional work per hour		20.00	20.00		0.00	0%

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Fees and charges set under Section 12 Local Government Act 2002						
Fees set by Council in the 2012/13 Annual Plan						
See also Fees and charges set under Section 83, Local Government Act 2002						
Regulatory Services						
City Plan						
Sales of Plan: - former CCC area	153.30	153.30	153.30		0.00	0%
Sales of Plan: - former Banks Peninsula area						
Major Zoning Pattern maps (from City Plan)						
Building Consent List (monthly publication)						
City Water and Waste						
Sales of Plans levied per A4 sheet	11.20	11.20	11.20		0.00	0%

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Fees and charges set under Section 12 Local Government Act 2002 Fees set by Council in the 2012/13 Annual Plan See also Fees and charges set under Section 83, Local Government Act 2002						
Childcare Facilities						
Pioneer Early Learning Centre - fees - per hour	7.20	7.00	7.00		0.00	0%
Pioneer Early Learning Centre - fees - per week			240.00	New fee structure introduced to increase occupancy	new	
Pioneer Early Learning Centre - fees - per day			50.00	New fee structure introduced to increase occupancy	new	
Pioneer Early Learning Centre - fees - per half day			26.00	New fee structure introduced to increase occupancy	new	
Pioneer Early Learning Centre Over 3 yrs old - fees - 20 free hrs plus 20 hrs paid			120.00	New fee structure introduced to increase occupancy	new	
Community Halls						
Base charge - all Council managed Community Halls						
Usage Type:						
Not for profit community programmes - with or without nominal entrance fee						
Category A - see below	8.80	9.68	10.64	Increase from 1 January 2013 Community Halls fee increase of 10% is required to assist in funding ongoing maintenance of the facilities.	0.96	10%
Category B	8.80	9.68	10.64	Increased charges reflect a stepped process to bring charges into line with the cost of providing the service. A review of actual costs over time is planned to inform future charges.	0.96	10%
Category C	6.90	7.59	8.34		0.75	10%
Self employed tutors & franchised programmes - entrance fee charged						
Category A	16.80	18.48	20.32		1.84	10%
Category B	16.80	18.48	20.32		1.84	10%
Category C	11.20	12.32	13.55		1.23	10%
Private social events - family functions						
Category A	50.60	55.66	61.22		5.56	10%
Category B	31.50	34.65	38.11		3.46	10%
Category C	19.10	21.01	23.11		2.10	10%

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12	Fees for 2012/13	Fees for 2013/14	Notes	\$ change	%age change
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)			
Commercial events - hires by corporates, government, and seminars						
Category A	90.00	99.00	108.90		9.90	10%
Category B	61.80	67.98	74.77		6.79	10%
Category C	39.40	43.34	47.67		4.33	10%
Community events - with door charges or prepaid tickets including organisation run dances, social events & concerts						
Category A	41.60	45.76	50.33		4.57	10%
Category B	31.50	34.65	38.11		3.46	10%
Category C	19.10	21.01	23.11		2.10	10%
Weekend Event Hire (Friday and Saturday night hireage from 6pm to midnight for the following venues)						
North New Brighton War Memorial & Community Centre (upstairs)	269.80	296.78	326.45		29.67	10%
North New Brighton War Memorial & Community Centre (downstairs)	185.60	204.16	224.57		20.41	10%
Templeton Community Centre	213.60	234.96	258.45		23.49	10%
Harvard Lounge	213.60	234.96	258.45		23.49	10%
Additional charges for halls						
Bond for events - refund subject to condition of the facility after the event	300.00	330.00	300.00	The 2011/2012 increase of 10% was applied incorrectly and should be reversed as these fees are static charges. A review of actual costs is planned to inform future charges.	(30.00)	-9%
Security charge - to ensure the facility has been vacated	18.40	20.24	18.40	The 2011/2012 increase of 10% was applied incorrectly and should be reversed as these fees are static charges. A review of actual costs is planned to inform future charges.	(1.84)	-9%
Additional costs for materials & services associated with a facility hire						
Deposit (non-refundable) - for bookings with a value of \$150 or more	50.00	55.00	50.00	The 2011/2012 increase of 10% was applied incorrectly and should be reversed as these fees are static charges. A review of actual costs is planned to inform future charges.	(5.00)	-9%

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12	Fees for 2012/13	Fees for 2013/14			
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)	Notes	\$ change	%age change
Definition and scope:						
Category A Facilities - large facilities with capacity for more than 50 people:						
Templeton Community Centre						
North New Brighton War Memorial & Community Centre (upstairs)						
Bishopdale Community Centre (Main Hall)						
The Gaiety Akaroa (Auditorium)						
Category B Facilities - large facilities with capacity for more than 50 people:						
Fendalton Community Centre (Hall)						
Fendalton Community Centre (Auditorium)						
Harvard Lounge						
Parklands Community Centre (Recreation Hall)						
Riccarton Community Centre (Downstairs Hall)						
General Manager has discretion to change fees in response to external funding/sponsorship opportunities						
Wainoi / Aranui Family Centre (Main Hall)						
The Gaiety Supper Room						
Hire of 2 of the "C" sized facility spaces						
Category C Facilities - smaller facilities with capacity for less than 50 people:						
Abberley Hall						
Avice Hill						
Richmond Community Centre						
Wainoi/Aranui Activity Centre						
Fendalton Community Centre (Seminar Room)						
North New Brighton War Memorial & Community Centre (downstairs)						
Parklands Community Centre (Lounge)						
Riccarton Community Centre (Upstairs Hall)						
Riccarton Community Centre (Community Room)						

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Riccarton Community Centre (Ex Mayors Lounge)						
Templeton Community Centre (Supper Room)						
Waimairi Community Centre (Small Room)						
Waimairi Community Centre (Large Room)						
Wainoi/Aranui Family Centre (Lounge and Office 1)						
Aranui Family Centre (Office 2)						

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12	Fees for 2012/13	Fees for 2013/14	Notes	\$ change	%age change
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)			
Fees and charges set under Section 12 Local Government Act 2002						
Fees set by Council in the 2012/13 Annual Plan						
See also Fees and charges set under Section 83, Local Government Act 2002						
Economic Development						
International Relations						
Hosting visiting delegations						
Standard visit briefing - one hour minimum fee	153.30	158.00	158.00		0.00	0%
Site visit to facilities - escorted - one hour minimum	204.40	211.00	211.00		0.00	0%
Technical visit - expert staff and written material - administration charge	306.70	316.00	316.00		0.00	0%
Programme administration fee						
base fee for 1 to 10 people	102.20	105.00	105.00		0.00	0%
additional fee for 11 plus people	5.10	5.30	5.30		0.00	0%
Catering	actual cost	actual cost	actual cost			

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Fees and charges set under Section 12 Local Government Act 2002						
Fees set by Council in the 2012/13 Annual Plan						
See also Fees and charges set under Section 83, Local Government Act 2002						
Cathedral Square Licence fee Applications						
3 month Licence	178.00	185.00	190.00		5.00	3%
6 month Licence	297.00	308.00	317.00		9.00	3%
more than 6 month Licence	474.00	492.00	507.00		15.00	3%
Hagley Park						
Banner Frame Hire (for use by Hagley Park Events Only)						
Weekly hire per frame	32.00	33.00	34.00		1.00	3%
Bond (per hire)	232.00	241.00	248.00		7.00	3%
Banks Peninsula charges - where not elsewhere included						
Open Space Amenity						
Recreation Grounds - Akaroa, Diamond Harbour and Lyttelton						
Seasonal Users (including use of pavilion) - for season	579.00	600.00	618.00		18.00	3%
Seasonal Users (excluding use of pavilion) - for season	284.00	295.00	304.00		9.00	3%
Akaroa Netball / Tennis Courts	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			
Akaroa Croquet Club	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			
Casual Users with exclusive use of the Ground only						
Commercial Use - Half day	60.00	62.50	64.50		2.00	3%
Commercial Use - Full day	119.00	124.00	128.00		4.00	3%
Community / Charitable Use - Half day	19.00	20.00	20.50		0.50	3%
Community / Charitable Use - Full day	33.00	34.50	35.50		1.00	3%

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Casual Users with exclusive use of the Ground and Building Areas						
Commercial Use - Half day	147.00	153.00	158.00		5.00	3%
Commercial Use - Full day	295.00	306.00	315.00		9.00	3%
Community / Charitable Use - Half day	33.00	34.50	35.50		1.00	3%
Community / Charitable Use - Full day	60.00	62.50	64.50		2.00	3%
Note - additional charges will be made for cleaning, materials and supplies etc	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			
Bonds - Seasonal Users Key Bond						
Occasional Users Bond - dependent on event - minimum	22.00	23.00	24.00	Rounded to next dollar	1.00	4%
Occasional Users Bond - dependent on event - maximum	\$268.00 up to General Manager's discretion	268.00	276.00	at General Manager's discretion	8.00	3%
Banks Peninsula Reserves						
Triathlon and Duathlon use of Council Maintained areas						
Up to 4 hours - beach and slipway usage	60.00	62.50	64.50		2.00	3%
4 to 8 hours - beach and slipway usage	120.00	125.00	128.50		3.50	3%
Approval of traffic management plans	120.00	125.00	128.50		3.50	3%
General Manager has discretion to change fees in response to external funding/sponsorship opportunities						

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12	Fees for 2012/13	Fees for 2013/14	Notes	\$ change	%age change
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)			
Fees and charges set under Section 12 Local Government Act 2002						
Fees set by Council in the 2012/13 Annual Plan						
See also Fees and charges set under Section 83, Local Government Act 2002						
Library						
Stock						
Bestseller collection	5.10	5.10	5.20		0.10	2%
Non-book stock						
Audio Visual Materials:						
Singles	1.00	1.00	1.00		0.00	0%
Doubles	2.00	2.00	2.00		0.00	0%
Cancelled Stock	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			
Non City resident Charges						
Adult non resident : additional fee on all loan of items or requests	3.10	3.10	3.20		0.10	3%
Annual subscription as an alternative to the per item charge	102.20	102.20	106.00		3.80	4%
Overdue Fines						
per item per day	0.50	0.50	0.50		0.00	0%
Maximum fine per item	15.30	15.30	15.30		0.00	0%
Reservations & interloans						
Adults - per item	2.00	2.00	2.00		0.00	0%
Interloan - per item	7.20	7.20	7.50		0.30	4%
Urgent interloan - full charge per item	27.60	27.60	30.00		2.40	9%
Same day holds	2.00	2.00	2.10		0.10	5%
Replacements (General Revenue)						
Membership cards: - Adults	5.10	5.10	5.30		0.20	4%
Membership cards: - Children	2.00	2.00	2.10		0.10	5%

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City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12	Fees for 2012/13	Fees for 2013/14	Notes	\$ change	%age change
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)			
Lost stock	Replacement cost plus \$10.20 fee	Replacement cost plus \$10.20 fee	Replacement cost plus \$15.30 fee			
Handling Fee						
Debt recovery fee			23.00		23.00	New fee
Cassette and CD cases	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			
Other services						
Information products	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			
Reprographics	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			
Products	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			
Bindery	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			
Hire of Meeting rooms and Public Spaces						
Subsidised/Community						
Meeting rooms		No charge	No charge			
Computer room		No charge	No charge			
Computer room block bookings, negotiated on time and set up		No charge	No charge			
VC Facilities - Negotiated at time of setup		No charge	No charge			
Resource production		Cost Recovery	Cost Recovery			
Admin Support indicative hourly rate for tasks e.g. Marketing and Communications		Set fee in relation to agreed tasks and recovery cost	Set fee in relation to agreed tasks and recovery cost			
Staffing Hourly charge		\$45.00 or as negotiated \$65.00 per 1.5 hour session	\$45.00 or as negotiated \$65.00 per 1.5 hour session			

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
User pays/Non Commercial						
Meeting rooms		15.00	15.45		0.45	3%
Computer room		50.00	51.50		1.50	3%
VC Facilities - Test and setup charge on dial out only		25.00	25.75		0.75	3%
Resource production		Cost plus 25.00	Cost plus 25.00			
Staffing - hourly charge		65.00	65.00		0.00	0%
Commercial						
Meeting rooms		50.00	51.50		1.50	3%
Computer room One off booking		75.00	77.25		2.25	3%
Computer room block bookings		50.00	51.50		1.50	3%
VC Facilities - Negotiated at time of setup		\$ negotiated at time of set up	\$ negotiated at time of set up			
Resource production		Cost plus 10%	Cost plus 10%			
Admin Support indicative hourly rate for tasks eg Marketing and Communications		Cost plus 50.00	Cost plus 50.00			
Staffing Hourly charge		120.00	120.00		0.00	0%
General Manager has discretion to change fees in response to external funding/sponsorship opportunities						

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12	Fees for 2012/13	Fees for 2013/14	Notes	\$ change	%age change
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)			
Fees and charges set under Section 12 Local Government Act 2002 Fees set by Council in the 2012/13 Annual Plan See also Fees and charges set under Section 83, Local Government Act 2002						
Our City Ōtautahi						
All charges will be reviewed prior to re-opening						

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12	Fees for 2012/13	Fees for 2013/14	Notes	\$ change	%age change
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)			
Fees and charges set under Section 12 Local Government Act 2002						
Fees set by Council in the 2012/13 Annual Plan						
See also Fees and charges set under Section 83, Local Government Act 2002						
Parks and Open Spaces						
Land Drainage						
Information & advice						
Plan Sales (together with Waste Management) per A4 sheet	11.50	12.00	12.40		0.40	3%
Garden Parks						
Lectures						
Lecture and demonstrations - per person	5.50	5.70	5.90	Rounded to 10 cents	0.20	4%
Garden Club talks at Botanic Gardens (1 hour)	53.00	55.00	56.50		1.50	3%
Garden Club talks at Botanic Gardens with walks (1.5 hours)	98.00	102.00	105.00		3.00	3%
Overseas Tour Group talks at Botanical gardens with walk (1.5 hours)	195.00	202.00	208.00		6.00	3%
Botanic Gardens						
Miscellaneous						
Parking Infringements	49.00	51.00	52.50		1.50	3%
Sale Of Plants	\$5.00 average per unit	\$5.00 average per unit	\$5.00 average per unit			
Arboriculture						
Timber and Firewood Sales - per truck load - Fee determined by City Arborist	265.00	Market Rates	Market Rates			
Lectures, etc for private individuals, and groups of students	100.00	104.00	107.00		3.00	3%
Tree pruning	Cost Recovery as determined by Community Board	Cost Recovery as determined by Community Board	Cost Recovery as determined by Community Board			
Tree removal	Cost Recovery as determined by Community Board	Cost Recovery as determined by Community Board	Cost Recovery as determined by Community Board			
Commemorative tree planting	Recovery of actual cost	Recovery of actual cost	Recovery of actual cost			

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City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
All Parks City Wide						
Miscellaneous						
Brochures & Publications	up to \$58.00	up to \$100.00	up to \$100.00			
Photocopying	\$0.20 per copy	\$0.20 per copy	\$0.20 per copy			
Horse Grazing - specific charge at the General Manager's discretion	\$10.00 - \$17.00 per week	\$10.00 - \$17.00 per week	\$10.00 - \$20.00 per week			
City Council Funded Events						
Admin Fee	60.00	62.50	64.50		2.00	3%
Venue Hire 2 hours or less	11.50	12.00	12.40		0.40	3%
Venue Hire 1/2 Day	19.00	20.00	20.50		0.50	3%
Venue Hire Full Day	30.00	31.50	32.50		1.00	3%
Recreation Concessions						
	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			
Consents - Commercial Applications						
	\$263.00 - \$653.00	\$273.00 - \$677.00	\$280.00 - \$697.00			
	plus additional charges for time based	plus additional charges for time based	plus additional charges for time based			
	on a quotation basis in advance	on a quotation basis in advance	on a quotation basis in advance			
Sports Grounds - Association & Clubs						
Ground Markings	101.00	105.00	108.00		3.00	3%
Hockey, Rugby, League, Soccer, Softball						
Tournaments - daily charge per ground (Outside normal Season Competition)	41.00	42.50	44.00	Rounded to next dollar	1.50	4%
Cricket						
Grass Prepared - Senior	1238.00	1,284.00	1,323.00		39.00	3%
Grass Prepared - Junior side wicket	618.00	642.00	661.00		19.00	3%
Junior/Secondary School Prepared wicket (50% of preparation cost only)	618.00	642.00	661.00		19.00	3%

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City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Daily Hire - Club prepared/artificial (Outside normal Season Competition)	41.00	42.50	44.00	Rounded to next dollar	1.50	4%
Artificial - Council Owned - season	534.00	554.00	571.00		17.00	3%
Practice nets per time	15.00	15.50	16.00		0.50	3%
Hagley Park Wickets - CCC Prepared Rep Matches						
Level 1 - club cricket / small rep matches - cost per day	239.00	248.00	255.00		7.00	3%
Level 2 - first class domestic 1 day match	1027.00	1,065.00	1,097.00		32.00	3%
Level 3 - first class domestic 3 or 4 day or 5 day international	705.00	731.00	753.00		22.00	3%
Non Canterbury Cricket Association Events/Charity Match	1132.00	1,174.00	1,209.00		35.00	3%
Casual Hires - Not Affiliated Clubs						
Casual Hires and Miscellaneous Events - Application Fee	31.00	32.50	33.50		1.00	3%
Hockey, Rugby, League, Soccer	93.00	97.00	100.00		3.00	3%
Touch	45.00	47.00	48.50		1.50	3%
Softball	93.00	97.00	100.00		3.00	3%
Cricket - prepared wicket	111.00	115.00	118.50		3.50	3%
Daily Hire - Club prepared - plus payment to club	41.00	42.50	44.00	Rounded to next dollar	1.50	4%
Artificial Wicket	41.00	42.50	44.00	Rounded to next dollar	1.50	4%
Samoan Cricket	41.00	42.50	44.00	Rounded to next dollar	1.50	4%
Korfball	41.00	42.50	44.00	Rounded to next dollar	1.50	4%
Athletics						
Training Track Season	404.00	419.00	432.00		13.00	3%
Athletic Meetings (Hansens Park)	58.00	60.50	62.50		2.00	3%
Fun Runs. Replaced in Events & Bookings Fee Structure						
Sponsored Commercial Runs	190.00					
Club/ Community Runs - Hagley Park - Per Day	52.00					
Band and Marching Practice	190.00					
Ribbon Parades	93.00					
Multisport Event - Any Park - Club/ Community Event	52.00					

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City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Car parking associated with other Events						
Any Park (excluding Hagley)	45.00	47.00	48.50		1.50	3%
Any Events or Activities Solely for Children under 15 (Sports Related)	No charge					
Skateboarding Parks and Basketball Courts (outdoor). Replaced in Events & Bookings Fee Structure						
Admin Fee	31.00					
Commercial Promotion/ activity 1/2 day	62.00					
Commercial Promotion/ activity full day	104.00					
Regional Parks						
Spencer Park						
Beach Permits	30.00	31.50	32.50		1.00	3%
Halswell Quarry - stone sales. Supply is at General Manager's discretion						
Flat Stones	239.00	248.00	255.00	per Cu Metre	7.00	3%
Boulders	47.00	49.00	50.50	per Cu Metre	1.50	3%
Hagley Park						
Mobile Shops: per day	80.00	83.00	85.50		2.50	3%
Mobile Shops: per half day	37.00	38.50	39.50		1.00	3%
Parking Infringements	53.00	55.00	56.50		1.50	3%
Cemeteries						
Plot purchases						
Childs plot	574.50	596.00	676.00	Increase due to strengthening required for beam	80.00	13%
Ashes beam	349.60	363.00	412.00	Increase due to strengthening required for beam	49.00	13%
Full size plot	1149.00	1,192.00	1,352.00	Increase due to strengthening required for beam	160.00	13%
Side x side	2298.00	2,383.00	2,703.00	Increase due to strengthening required for beam	320.00	13%
Burial Fees						
Stillborn (up to 20 weeks)	151.00	157.00	162.00		5.00	3%

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12	Fees for 2012/13	Fees for 2013/14	Notes	\$ change	%age change
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)			
Birth - Up to 12 Months	341.00	354.00	365.00		11.00	3%
12 Months to 6 Years	564.00	585.00	603.00		18.00	3%
6 Years and over	856.00	888.00	915.00		27.00	3%
Ashes Interment	151.00	157.00	162.00		5.00	3%
Additional Burial Fees - Saturday & Public Holidays	499.00	517.00	533.00		16.00	3%
Poor & Destitute						
Disinterment - Adult Casket	Greater of \$1,220.00 or actual costs	Greater of \$1,265.00 or actual costs	Greater of \$1,305.00 or actual costs			
Disinterment - Child Casket	Greater of \$915.00 or actual costs	Greater of \$949.00 or actual costs	Greater of \$978.00 or actual costs			
Disinterment - Ashes	Greater of \$304.00 or actual costs	Greater of \$315.00 or actual costs	Greater of \$325.00 or actual costs			
Use of lowering device	85.00	88.00	91.00		3.00	3%
Less than 6 hours notice	223.00	231.00	238.00		7.00	3%
Burials after 4.00pm	223.00	231.00	238.00		7.00	3%
Ashes Interment on Saturday - attended by Sexton	155.00	161.00	166.00		5.00	3%
Transfer of burial right	26.00	27.00	28.00	Rounded to next dollar	1.00	4%
Muslim Boards	258.00	268.00	276.00		8.00	3%
Memorial Work						
New plots	56.00	58.00	60.00		2.00	3%
Additions	23.00	24.00	25.00	Rounded to next dollar	1.00	4%
Renovating work	30.00	31.50	32.50		1.00	3%
Search Fees						
Written Information	26.00	27.00	28.00	Rounded to next dollar	1.00	4%
Marine Facilities						
All Wharfs (except Wainui Wharf)						
Casual Charter Operators						
Rate per surveyed passenger head per vessel per day (Seasonal) - per person	1.50	1.60	1.70	Rounded to 10 cents	0.10	6%
With a minimum charge per vessel (Seasonal)	415.00	430.00	443.00		13.00	3%

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Regular Charter Operators						
Rate per surveyed passenger head per vessel (Annual); or	137.00	142.00	146.00		4.00	3%
Minimum charge per vessel (Annual)	687.00	712.00	734.00		22.00	3%
Casual charter operator rate applies for up to 8 weeks. Longer than 8 weeks then operator is considered regular.						
Rate excludes berthage. Maximum time alongside wharf is 1 hour.						
Operators who do not have alternative overnight berthage will be charged an additional overnight berthage rate						
Where the appropriate fee is paid for this wharf then no additional fee will be charged for the use of any other wharf, except for Wainui or Diamond Harbour Wharf						
Casual charter operators who wish to use the wharf landing must give priority to the regular operator and the scheduled timetable.						
Commercial Operators						
Boat Length less than 10m - Seasonal	415.00	430.00	443.00		13.00	3%
Boat Length less than 10m - Annual	652.00	676.00	696.00		20.00	3%
Boat Length greater than 10m - Seasonal	652.00	676.00	696.00		20.00	3%
Boat Length greater than 10m - Annual	912.00	946.00	974.00		28.00	3%
Includes fishing, service vessels. Rate applies to those vessels with access to a swing mooring.						
Rate provides for set down of catches. Maximum time alongside wharf of 1 hour, apart from maintenance periods.						
Seasonal rate applies for 6 months or less consecutive usage.						
Passenger Cruise Vessels						
Minimum charge per vessel for each visit to Akaroa Harbour						
0 - 50 (passenger capacity)	284.00	295.00	304.00		9.00	3%
51 - 150 (passenger capacity)	842.00	873.00	900.00		27.00	3%
151 - 350 (passenger capacity)	1974.00	2,047.00	2,108.00		61.00	3%
351 - 750 (passenger capacity)	4233.00	4,390.00	4,522.00		132.00	3%

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City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12	Fees for 2012/13	Fees for 2013/14	Notes	\$ change	%age change
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)			
751 - 1500 (passenger capacity)	8465.00	8,778.00	9,041.00		263.00	3%
1501 - 2000 (passenger capacity)	9666.00	10,024.00	10,325.00		301.00	3%
Above 2000 (passenger capacity)	10740.00	11,137.00	11,471.00		334.00	3%
Council reserves the right to negotiate a higher rate depending on the size of the passenger cruise vessel or the number of annual visits or length of stay.						
Passenger cruise operators who wish to use the wharf landing must give priority to the regular operator and the scheduled timetable.						
Commercial/Charter Operator - overnight or temporary berthage						
Boat Length less than 10m - per night	39.00	40.50	42.00	Rounded to next dollar	1.50	4%
Boat Length greater than 10m - per night	52.00	54.00	55.50		1.50	3%
Rates to apply for a maximum period of 7 consecutive days. For periods greater than						
7 days are by arrangement with an authorised officer of the Council.						
Recreation Boats						
Per Night	33.00	34.50	35.50		1.00	3%
Private vessels, not used commercially, requiring temporary overnight berthage requiring overnight berthage on a temporary basis.						
Maximum stay of 7 nights. During daylight hours, vessels are only permitted to lay alongside the wharf for a maximum of 1 hour, unless undertaking maintenance.						
Service Vehicles						
Per annum fee	652.00	676.00	696.00		20.00	3%
Vehicles over 4 tonnes will be required to pay an annual access charge to use the Akaroa wharf due to the size and wear and tear on the wharf.						

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City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Wainui Wharf						
Commercial Operators						
Seasonal	652.00	676.00	696.00		20.00	3%
Annual	1302.00	1,350.00	1,391.00		41.00	3%
Casual Charter Operators						
Rate per surveyed passenger head per vessel per day (Seasonal)	1.40	1.50	1.60	per person (rounded to 10c)	0.10	7%
With a minimum charge per vessel (Seasonal)	326.00	338.00	348.00		10.00	3%
Regular Charter Operators						
Rate per surveyed passenger head per vessel (Annual); or	104.00	108.00	111.00		3.00	3%
Minimum charge per vessel (Annual)	716.00	742.00	764.00		22.00	3%
Casual charter operator rate applies for up to 8 weeks.						
Longer than 8 weeks operator is considered regular.						
Rate excludes berthage. Maximum time alongside wharf is 1 hour.						
Where the appropriate fee is paid for this wharf then no additional fee will be charged for the use of any other wharf, except for Wainui or Akaroa Wharf.						
Slipway Fees						
Boat ramps subject to fees set by the Council; e.g. Lyttelton, Purau, Wainui, Duvachelle and Akaroa						
Commercial Users						
per month	78.00	81.00	83.50		2.50	3%
per annum (non ratepayer)	182.00	189.00	195.00		6.00	3%
per annum (ratepayer)	117.00	122.00	126.00		4.00	3%
Private/Recreational Users						
per day	5.20	5.40	5.60	per person (rounded to 10c)	0.20	4%
per month	52.00	54.00	55.50		1.50	3%
per annum (non ratepayer)	117.00	122.00	126.00		4.00	3%
per annum (ratepayer)	45.00	47.00	48.50		1.50	3%

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City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Diamond Harbour						
Mooring (with dinghy shelter)	521.00	540.00	556.00		16.00	3%
Mooring (without dinghy shelter)	392.00	407.00	419.00		12.00	3%
Cass Bay Dinghy Shelter						
12 months per dinghy	127.00	132.00	136.00		4.00	3%
Akaroa Boat Compound						
12 months per vessel site	687.00	712.00	733.00		21.00	3%
6 months	426.00	442.00	455.00		13.00	3%
3 months	284.00	295.00	304.00		9.00	3%
Per week	47.00	49.00	50.50		1.50	3%
Per day	9.50	10.00	10.30		0.30	3%
In addition there is an initial licence preparation fee of \$25.00 incl. GST and a \$20 refundable key bond.						
Lyttelton - Magazine Bay						
Mooring Fee						
Per day (7 days or less)	16.00	16.50	17.00		0.50	3%
Casual (3 Months or less) - per month	237.00	246.00	253.00		7.00	3%
Per Annum - annual fee invoiced monthly	2843.00	2,948.00	3,036.00		88.00	3%
Live Aboard in addition to Mooring Fee						
Per day (3 days or more)	10.50	11.00	11.30		0.30	3%
Per Month	132.00	137.00	141.00		4.00	3%
Per Annum - annual fee invoiced monthly	1264.00	1,311.00	1,350.00		39.00	3%
Fixed Berth Licence - Permanent Berth (pre-existing Licences)						
Per Annum - invoiced monthly	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			
Sub-Licence Surcharge (Council rents berth out on Licensee's behalf) per month	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			

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City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Administration Fee						
Note: An administration fee will be charged on any fee or charge not paid on its due date to compensate the Council for its costs in recovering or enforcing payments due.	53.00	55.00	56.50		1.50	3%
Other Facilities						
	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			
Events and Bookings: All Parks & Reserves and Inner City Areas (Cathedral Square/ City Mall/Victoria Square etc)						
Picnics						
Note: no charge is made for groups who visit Christchurch City Council's parks and gardens without making a booking						
Non Commercial (Schools, Churches, Universities, Polytechnics etc. with no sponsors)						
(1-50)	59.00	61.50	63.50		2.00	3%
(51-150)	109.00	113.00	116.50		3.50	3%
(151-300)		197.00	203.00		6.00	3%
(If over 300 increase in price relevant to park and organisation at General Manager's discretion)						
Commercial Community & Non Ticketed Event						
(1-50)		123.00	127.00		4.00	3%
(51-150)		226.00	233.00		7.00	3%
(151-300)		394.00	406.00		12.00	3%
(If over 300 increase in price relevant to park and organisation at General Manager's discretion)						
Commercial Ticketed Event						
(1-50)		245.00	252.00		7.00	3%
(51-150)		678.00	698.00		20.00	3%
(151-300)		788.00	812.00		24.00	3%

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12	Fees for 2012/13	Fees for 2013/14	Notes	\$ change	%age change
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)			
(If over 300 increase in price relevant to park and organisation at General Manager's discretion)						
Fund Raiser/Not For Profit (with no sponsorship) - No charge		-	-			
Sporting Events (e.g. Fun Run, Skating, Orienteering, Mountain Bike Booking Fee & Supporting Events)						
Non Commercial (Schools, Churches, Universities, Polytechnics etc. with no sponsors)	53.00	54.00	55.50		1.50	3%
Commercial Community & Non Ticketed Event		97.00	100.00		3.00	3%
Commercial Ticketed Event		197.00	203.00		6.00	3%
Fund Raiser/Not For Profit (with no sponsorship) - Admin Fee only						
Fair/Carnival						
Non Commercial (Schools, Churches, Universities, Polytechnics etc. with no sponsors)		65.50	67.50		2.00	3%
Commercial Community & Non Ticketed Event	225.00	233.00	240.00		7.00	3%
Concert						
Non Commercial (Schools, Churches, Universities, Polytechnics etc. with no sponsors)						
(1-400)		47.00	48.50		1.50	3%
(401-1000)		202.00	208.00		6.00	3%
(1,001-5,000)		270.00	278.00		8.00	3%
(5,001-10,000)		384.00	396.00		12.00	3%
(10,001-50,000)		473.00	487.00		14.00	3%
50,000+		539.00	555.00		16.00	3%
Commercial Community & Non Ticketed Event						
(1-400)		94.00	97.00		3.00	3%
(401-1000)		266.00	274.00		8.00	3%
(1,001-5,000)		444.00	457.00		13.00	3%
(5,001-10,000)		1,003.00	1,033.00		30.00	3%

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City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
(10,001-50,000)		1,056.00	1,088.00		32.00	3%
50,000+		2,987.00	3,077.00		90.00	3%
Commercial Ticketed Event						
(1-400)		208.00	214.00		6.00	3%
(401-1000)		477.00	491.00		14.00	3%
(1,001-5,000)		1,889.00	1,946.00		57.00	3%
(5,001-10,000)		3,400.00	3,502.00		102.00	3%
(10,001-50,000)		7,778.00	8,011.00		233.00	3%
50,000+		13,769.00	14,172.00		403.00	3%
Fund Raiser/Not For Profit (with no sponsorship) Admin Fee Only		-	-			
Other Event Types						
Dependant on Event Type & Organisation - General Manager's discretion to set fees		General Manager's discretion to set fees	General Manager's discretion to set fees			
Set Up/ Dismantle Fee						
50% of Daily Fee						
Admin Fee						
Non Commercial (Schools, Churches, Universities, Polytechnics etc. with no sponsors)		37.50	38.50		1.00	3%
Commercial Community & Non Ticketed Event		37.50	38.50		1.00	3%
Commercial Ticketed Event		76.00	78.00		2.00	3%
Fund Raiser/Not For Profit (with no sponsorship) Admin Fee only		37.50	38.50		1.00	3%
Bond refundable if no damage occurs						
Event -Dependent on the Nature of the Activity Park Manager's discretion to set bond		\$200.00 - \$5,000.00	\$200.00 - \$5,000.00			
Key Hire		50.00	51.50		1.50	3%

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City Council Fees and Charges

City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Power Fee						
Dependent on Event Type, Organisation & Power Used		Park Manager's discretion to set fees	Park Manager's discretion to set fees			
Restoration to Land Fees						
Dependent on Event & Park - Park Manager's discretion to set fees		Park Manager's discretion to set fees	Park Manager's discretion to set fees			
Parking Fees						
Car parking fee paid to CCC (based on car counter)		1.00	1.10	Increase rounded to 10c	0.10	10%
Maximum Car Park Fee by Event Organiser		3.20	3.30		0.10	3%
A max of \$3.30 per car in Hagley Park (\$1.10 of which must go to the Park)						
Petitions Raffles & Surveys		31.50	32.50		1.00	3%
Promotional Activities		191.00	197.00		6.00	3%
Street Appeal		55.00	56.50		1.50	3%
Wedding Ceremonies	63.00	65.50	67.50		2.00	3%
Mountain Bikes Track Maintenance Fee		\$1 - \$5 per bike	\$1 - \$5 per bike			
Park Manager's discretion to set fees						
Filming Fees and Charges						
Special conditions apply - Park Manager's discretion to set fees		Park Manager's discretion to set fees	Park Manager's discretion to set fees			
\$0 to \$1235 per day depending on event and level of impact						
General Manager has discretion to change fees in response to external funding/sponsorship opportunities						

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City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Fees and charges set under Section 12 Local Government Act 2002						
Fees set by Council in the 2012/13 Annual Plan						
See also Fees and charges set under Section 83, Local Government Act 2002						
Recreation and Leisure						
Note: General Manager has discretion to modify timing of scheduled increases in response to developing market and community conditions						
Rawhiti Golf Links						
Round Fees						
18 Holes, includes weekend and statutory days	20.00	20.00	22.50	Increase with effect from 1 October 2013	2.50	13%
18 Holes, Monday - Friday	15.00	15.00	17.00	Increase with effect from 1 October 2013	2.00	13%
9 Holes, weekend and statutory days	15.00	15.00	17.00	Increase with effect from 1 October 2013	2.00	13%
9 Holes, Monday - Friday	13.00	13.00	14.70	Increase with effect from 1 October 2013	1.70	13%
Concessions can apply to Group Bookings						
Tournament Fees	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			
Concession Card x 5	80.00	80.00	80.00	Change with effect from 1 October 2013	0.00	0%
Concession Card x 10	150.00	150.00	187.50	Increase with effect from 1 October 2013	37.50	25%
Concession Card x 20	240.00	280.00	350.00	Increase with effect from 1 October 2013	70.00	25%
Children	50% Discount	50% Discount	50% Discount			
Social League	50% Discount	50% Discount	50% Discount			
Students with Identification	\$2.00 Discount	\$2.00 Discount	\$2.00 Discount	Change with effect from 1 October 2013		
Community Service, NZ Super, Kiwiable Card Holders	\$2.00 Discount	25% Discount	25% Discount	Change with effect from 1 October 2013		
Kiwiable Card	50% Discount	50% Discount	50% Discount	Change with effect from 1 October 2013		

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City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Recreation and Sport Centres						
* Items identified with this symbol have a beneficiary discount of 25% on the full costs						
Multi Membership: Pool & Fitness, all Recreation & Sport Centres						
* FLEXI - Direct Debit (monthly fee example)	65.40	75.00	77.00	Increase with effect from 1 October 2013	2.00	3%
* FIXED - 12 Month Fee	654.20	750.00	770.00	Increase with effect from 1 October 2013	20.00	3%
Swim						
* Adult	5.00	5.00	5.50	Increase with effect from 1 October 2013	0.50	10%
Children	3.00	3.00	3.10	Increase with effect from 1 October 2013	0.10	3%
Preschool Child with parent/caregiver	3.00	3.00	3.10	Increase with effect from 1 October 2013	0.10	3%
School Group - Minimum charge	1.50	1.50	1.60	Increase with effect from 1 January 2014	0.10	7%
Family of 4 (2 adults, 2 children)	13.00	13.00	14.00	Increase with effect from 1 October 2013	1.00	8%
Family of 3 (1 adult, 2 children)	9.00	9.00	9.50	Increase with effect from 1 October 2013	0.50	6%
Family of 2 (1 adult, 1 child)	6.50	6.50	7.00	Increase with effect from 1 October 2013	0.50	8%
Additional child (includes all Recreation and Sport Centres, and the outdoor pools: Halswell, Lyttelton and Waltham) (all high achiever swimmers (currently rated 1, 2, or 3 nationally in their swimming event) who are not supported by other agencies swim free in Council facilities)	2.50	2.50	2.60	Increase with effect from 1 October 2013	0.10	4%
Hydroslides - Jellie Park						
* Adult Indoor (winter)	5.10	5.30	5.50	Increase with effect from 1 October 2013	0.20	4%
Child Indoor (winter)	3.60	3.75	4.00	Increase with effect from 1 October 2013	0.25	7%
* Adult Indoor & outdoor (summer)	8.20	8.50	9.00	Increase with effect from 1 October 2013	0.50	6%
Child Indoor & outdoor (summer)	6.60	6.85	7.00	Increase with effect from 1 October 2013	0.15	2%
SwimSmart						
* School Age and Adult Child, Pre-Schooler - 25-30 min	10.00	11.00	11.20	Increase with effect from 1 January 2014 (updating lesson name and/or length)	0.20	2%
* Pre School - 20 min		11.00	11.20	Increase with effect from 1 January 2014 (updating lesson name and/or length)	0.20	2%
* Mini-squads - 45 min		11.00	11.20	Increase with effect from 1 January 2014 (updating lesson name and/or length)	0.20	2%

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City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
* Individual lessons - 13-15 min	21.00	23.00	23.60	Increase with effect from 1 January 2014	0.60	3%
* Shared lessons - 13-15 min	14.00	15.50	16.00	Increase with effect from 1 January 2014	0.50	3%
* Parent and Child - 25-30 min	8.00	8.00	8.40	Increase with effect from 1 January 2014 (updating lesson name and/or length)	0.40	5%
Swimsafe/Learn to Swim - Schools						
per group per 25-30 min lesson	27.00	30.00	30.00		0.00	0%
General Manager has discretion to change fees in response to external funding/sponsorship opportunities						
Coaching						
Range of programmes (monthly fee examples)	22.50-80.00	23.00-82.50	24.00-86.00	Increase with effect season start April 2014		4%
Pool Membership: all Recreation & Sport Centres						
* FLEXI - Direct Debit (monthly fee example)	46.00	50.00	55.00	Increase with effect from 1 October 2013. Same % increase as for adult swim	5.00	10%
* FIXED - 12 Month Fee	460.00	500.00	550.00	Increase with effect from 1 October 2013. Same % increase as for adult swim	50.00	10%
Pool Concessions						
Child x 10	27.00	27.00	27.90	Increase with effect from 1 October 2013	0.90	3%
Child x 20	51.00	51.00	52.70	Increase with effect from 1 October 2013	1.70	3%
Child x 50	120.00	120.00	124.00	Increase with effect from 1 October 2013	4.00	3%
* Adult x 10	45.00	45.00	49.50	Increase with effect from 1 October 2013. Same % increase as for adult swim	4.50	10%
* Adult x 20	85.00	85.00	93.50	Increase with effect from 1 October 2013. Same % increase as for adult swim	8.50	10%
Pool Hire: (per 25m lane/hour)						
School	7.65	8.00	8.00	Plus 50% of admission rate per child	0.00	0%
School - outside standard operating hours		8.00	10.00	Plus 50% of admission rate per child Increase with effect from 1 January 2014	2.00	25%
Community	7.65	8.00	8.00	Plus admission per person for adult or child	0.00	0%
Community - outside standard operating hours		8.00	10.00	Plus admission per adult or child Increase with effect from 1 January 2014	2.00	25%
Major event and Commercial	Price by negotiation	Price by negotiation	Price by negotiation			

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City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
General Manager has discretion to work with customers who have had a lower pricing structure in the previous year, to progress them to these new charges over a reasonable timeframe, i.e. 3 years.						
Suburban Pools						
Adult	2.00	2.00	2.00		0.00	0%
Child	2.00	2.00	2.00		0.00	0%
Fitness Membership: all Recreation & Sport Centres						
* FLEXI - Direct Debit (monthly fee example)	53.20	65.00	66.75	Increase with effect from 1 October 2013	1.75	3%
* FIXED - 12 Month Fee	526.40	650.00	667.50	Increase with effect from 1 October 2013	17.50	3%
Fitness Centre Casual:						
* Adult Casual	12.00	14.50	15.00	Increase with effect from 1 October 2013	0.50	3%
Fitness Concession						
* Adult Concession x 10	108.00	130.50	135.00	Increase with effect from 1 October 2013	4.50	3%
Assessment Programme preparation			General Manager's discretion to set fees at cost recovery level			
Group Fitness Casual:						
* Adult	9.00	9.50	9.80	Increase with effect from 1 October 2013	0.30	3%
* Adult + Concessions x 10 / Block	81.00	85.50	88.20	Increase with effect from 1 October 2013	2.70	3%
Recreation Programmes:						
* Adult	9.00	9.00	9.40	Increase with effect from 1 October 2013	0.40	4%
Children	7.00	7.00	7.00		0.00	0%
Children - additional sibling	5.00	5.00	5.00		0.00	0%
Specialist Programmes & Services	General Manager's discretion to set fees at cost recovery level	General Manager's discretion to set fees at cost recovery level	General Manager's discretion to set fees at cost recovery level			
Recreation Casual:						
Tumble times	3.50	3.50	3.60	Increase with effect from 1 October 2013	0.10	3%
Tumble times - additional sibling	2.50	2.50	2.60	Increase with effect from 1 October 2013	0.10	4%
Older Adults Gentle Exercise	4.50	4.50	4.70	Increase with effect from 1 October 2013	0.20	4%
Specialist Programmes & Services	General Manager's discretion to set fees at cost recovery level	General Manager's discretion to set fees at cost recovery level	General Manager's discretion to set fees at cost recovery level			

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City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Concession Cards (Recreation casual):				Offer concession cards (fee + charge x frequency - discount, 10 visits = 10%, 20 visits = 15%)		
Indoor Stadia Hire: (per basketball court/hour)						
Child (school students)	30.00	31.20	32.25	Increase with effect from 1 January 2013	1.05	3%
Adult (based on activity and more than 50% of participants)	40.00	41.60	43.00	Increase with effect from 1 January 2013	1.40	3%
Major Events and Commercial	Price by negotiation	Price by negotiation	Price by negotiation			
General Manager has discretion to work with customers who have had a lower pricing structure in the previous year, to progress them to these new charges over a reasonable timeframe, i.e. 3 years.						
Group Membership						
10-25 people	10% discount	10% discount	10% discount			
26-50 people	15% discount	15% discount	15% discount			
51+ people	20% discount	20% discount	20% discount			
Other group memberships by negotiation (includes community, sport, education, cultural groups etc).						
Southern Centre - Multi-Sensory Facility (One caregiver free per participant)						
* Individual 25-30 min	6.70	6.70	7.00	Increase with effect from 1 October 2013	0.30	4%
* Swim Combo - Adult	9.20	9.20	10.00	Increase with effect from 1 October 2013	0.80	9%
* Swim Combo - Child	8.20	8.20	8.60	Increase with effect from 1 October 2013	0.40	5%
* Programmes - 45 min	57.50	57.50	60.00	Increase with effect from 1 October 2013	2.50	4%
Specialist Programmes - based on costs	Based on costs	Based on costs	Based on costs			
Holiday Programmes	20.00	22.50-27.50	23.10 - 28.20	Increase with effect from 28 September 2013.		3%
Community Recreation Programmes		General Manager's discretion to set fees at cost recovery level	General Manager's discretion to set fees at cost recovery level			
Lyttelton Recreation Centre - Regular Bookings						
Sports Gym Adult Group per hour	22.00	23.00	23.60	Increase with effect from 1 January 2013	0.60	3%
Sports Gym Child Group per hour	16.50	17.00	17.40	Increase with effect from 1 January 2013	0.40	2%

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City Council Fees & Charges proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Sports Gym Commercial per hour	Price by negotiation	Price by negotiation	Price by negotiation			
Sports Gym Function (9 hours +)	Price by negotiation	Price by negotiation	Price by negotiation			
Hall Adult Group per hour	16.50	17.00	17.40	Increase with effect from 1 January 2013	0.40	2%
Hall Child Group per hour	12.50	13.00	13.40	Increase with effect from 1 January 2013	0.40	3%
Hall Commercial per hour	Price by negotiation	Price by negotiation	Price by negotiation			
Hall Function (9 hours +)	Price by negotiation	Price by negotiation	Price by negotiation			
Meeting Room Adult Group per hour	13.00	13.50	13.80	Increase with effect from 1 January 2013	0.30	2%
Meeting Room Child Group per hour	10.00	10.50	10.80	Increase with effect from 1 January 2013	0.30	3%
Meeting Room Commercial per hour	21.00	Price by negotiation	Price by negotiation			
Meeting Room Function (9 hours +)	Price by negotiation	Price by negotiation	Price by negotiation			
Function Whole Complex (9 hours +)	Price by negotiation	Price by negotiation	Price by negotiation			
Key Bond	20.00	20.00	20.00		0.00	0%

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City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12	Fees for 2012/13	Fees for 2013/14	Notes	\$ change	%age change
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)			
Fees and charges set under Section 150 and in accordance with Section 83 of the Local Government Act 2002						
Set under the Special Consultative Procedure						
Fees Proposed for the 2013/14 Draft Annual Plan						
See also Fees and charges set under Section 12 Local Government Act 2002						
Animal Control Fees						
Dogs Classified as Dangerous						
If paid on or before 30 June	122.70	123.00	123.00		0.00	0%
If paid between 1 July and 31 July	122.70	123.00	123.00		0.00	0%
If paid on or after 1 August	153.30	154.00	154.00		0.00	0%
Un-neutered Dogs (other than RDO status)						
If paid on or before 30 June	86.90	87.00	87.00		0.00	0%
If paid between 1 July and 31 July	86.90	87.00	87.00		0.00	0%
If paid on or after 1 August	117.60	118.00	118.00		0.00	0%
Spayed/neutered Dogs (other than RDO status)						
If paid on or before 30 June	76.70	77.00	77.00		0.00	0%
If paid between 1 July and 31 July	76.70	77.00	77.00		0.00	0%
If paid on or after 1 August	107.30	108.00	108.00		0.00	0%
Owner Granted RDO status						
First Dog						
If paid on or before 30 June	53.20	54.00	54.00		0.00	0%
If paid between 1 July and 31 July	76.70	77.00	77.00		0.00	0%
If paid on or after 1 August	107.30	108.00	108.00		0.00	0%
Second and subsequent dogs						
If paid on or before 30 June	37.80	38.00	38.00		0.00	0%
If paid between 1 July and 31 July	76.70	77.00	77.00		0.00	0%
If paid on or after 1 August	107.30	108.00	108.00		0.00	0%

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Working Dog						
First Dog						
If paid on or before 30 June	25.60	26.00	26.00		0.00	0%
If paid between 1 July and 31 July	25.60	26.00	26.00		0.00	0%
If paid on or after 1 August	37.80	38.00	38.00		0.00	0%
Second and subsequent dogs						
If paid on or before 30 June	20.40	21.00	21.00		0.00	0%
If paid between 1 July and 31 July	20.40	21.00	21.00		0.00	0%
If paid on or after 1 August	30.70	31.00	31.00		0.00	0%
Disability Assist Dogs						
Two or more Dogs Licence (other than rural zoning and Banks Peninsula wards)						
Licence for 2 dogs and up to 3 dogs	66.40	67.00	67.00		0.00	0%
Licence for 4 dogs or more (licence issued for maximum number)	122.70	123.00	123.00		0.00	0%
Re-inspection fee - same property (up to 3 dogs)	30.70	31.00	31.00		0.00	0%
Re-inspection fee - same property (2/3 dogs licence to 4/more dog licence) (change to new property means new initial inspection fee rather than re-inspection)	56.20	57.00	57.00		0.00	0%
Seizure fees - Dogs						
Fee for the seizure of a registered dog. Subject to the dog being returned to its owner and not impounded	46.00	46.00	46.00		0.00	0%
Pound fees - Dogs						
Fee for the first impounding of any dog	46.00	46.00	46.00		0.00	0%
Fee for the second impounding of the same dog within 2 years of the first impounding	72.00	72.00	72.00		0.00	0%
Fee for the third or subsequent impounding of the same dog within 1 year of the second impounding	113.00	113.00	113.00		0.00	0%
Sustenance charge per day or part thereof	7.50	7.50	7.50		0.00	0%

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City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12	Fees for 2012/13	Fees for 2013/14	Notes	\$ change	%age change
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)			
Destruction and disposal charge for impounding dog	50.00	50.00	50.00		0.00	0%
Adopting a dog from the pound (appropriate registration fees will be charged over and above this fee)	35.00	35.00	35.00		0.00	0%
Pound fee - Stock, per day						
For every stallion (over 9 months old)	21.00	21.00	21.00		0.00	0%
For every gelding, mare, colt, filly or foal	10.50	10.50	10.50		0.00	0%
For every mule, ass or donkey	10.50	10.50	10.50		0.00	0%
For every bull (over 9 months old)	21.00	21.00	21.00		0.00	0%
For every steer, cow, heifer, or calf	10.50	10.50	10.50		0.00	0%
For every boar or sow (over 6 months old)	10.50	10.50	10.50		0.00	0%
For every other pig	5.50	5.50	5.50		0.00	0%
For every sheep or goat	2.50	2.50	2.50		0.00	0%
For every deer, llama, or alpaca	10.50	10.50	10.50		0.00	0%
Sustenance charge per day or part thereof	3.50	3.50	3.50		0.00	0%

Fees payable for release of stock will include all costs incurred by the Council in the impoundment of the stock (including mileage and travel costs, hire of equipment, e.g., trailers if appropriate) and also the appropriate pound Fees, as detailed above.

Fees indicated above are a guide only and actual costs for release of stock will be advised when individual costs are tallied.

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City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12	Fees for 2012/13	Fees for 2013/14			
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)	Notes		
					\$ change	%age change
Fees and charges set under Section 150 and in accordance with Section 83 of the Local Government Act 2002 Set under the Special Consultative Procedure Fees Proposed for the 2013/14 Draft Annual Plan See also Fees and charges set under Section 12 Local Government Act 2002						
Corporate - Official Information requests						
For requests for information under the Local Government Official Information and Meetings Act 1987						
Where the information request is covered by fees elsewhere defined, then that fee shall prevail.						
Examples include Land Information Memorandum, plan sales, cemetery and Library enquiries.						
Staff time recovery						
For time spent actioning the request in excess of one hour.						
- for the first chargeable half hour or part thereof.						
- for each hour thereafter.						
All other costs to obtain or supply the information						
The amount actually incurred in responding to the request.						
General Manager's discretion to determine cost recovery.						
Deposit may be required						
A deposit may be required where the charge is likely to exceed \$76 or where some assurance of payment is required to avoid waste of resources.						
General Manager discretion to determine the deposit required.						

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City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Proposed Fees for 2011/12	Fees for 2012/13	Fees for 2013/14	Notes	\$ change	%age change
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)			
Fees and charges set under Section 150 and in accordance with Section 83 of the Local Government Act 2002 Set under the Special Consultative Procedure Fees Proposed for the 2013/14 Draft Annual Plan See also Fees and charges set under Section 12 Local Government Act 2002						
Regulatory Services						
Charges set in accordance with Section 36 of the Resource Management Act 1991						
District Plan						
1. Privately requested Plan changes						
Fixed charge payable at time of lodging a formal request for a change to the plan	20,000.00	20,000.00	20,000.00		0.00	0%
All time spent on private plan change requests will be charged at the following hourly rates. Where costs exceed the fixed charges specified above the additional costs will be invoiced separately.						
Council Officer (administration)	86.30	90.00	90.00		0.00	0%
Assistant Planner and Senior Council Officer (administration)	132.30	140.00	140.00		0.00	0%
Planner & specialist input (junior and intermediate level) from another Council department	155.30	165.00	165.00		0.00	0%
Senior Planner, Principal Advisor, Team Leader, Programme Manager & specialist input (senior level) from another Council department	172.60	185.00	185.00		0.00	0%
2. Additional costs						
Council Hearings Panel attending hearing and making a recommendation to the Council	As set by Remuneration Authority	As set by Remuneration Authority	As set by Remuneration Authority			
Commissioner appointed to conduct hearing and make recommendation to the Council	Actual Cost	Actual Cost	Actual Cost			
Disbursement costs such as advertising, photocopying and postage, and fees charged by any consultant engaged by the Council will be charged at actual cost	Actual Cost	Actual Cost	Actual Cost			

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City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Fees and charges set under Section 150 and in accordance with Section 83 of the Local Government Act 2002 Set under the Special Consultative Procedure Fees Proposed for the 2013/14 Draft Annual Plan See also Fees and charges set under Section 12 Local Government Act 2002						
Parking Enforcement						
Abandoned Vehicle Charges	\$51.10	Full cost recovery including administration charges	Full cost recovery including administration charges			

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Fees and charges set under Section 150 and in accordance with Section 83 of the Local Government Act 2002 Set under the Special Consultative Procedure Fees Proposed for the 2013/14 Draft Annual Plan See also Fees and charges set under Section 12 Local Government Act 2002						
Refuse Minimisation and Disposal						
Waste Minimisation levy						
Council rubbish bags - pack of 5 - CBD collection only	10.20	10.20	10.70		0.50	5%
Recycling bags for the CBD recycling collection user pays service - pack of 5	4.10	4.10	4.30		0.20	5%
Wheelie Bins - change size of one bin	96.60	101.00	89.70	These rates are for bin swaps - not bin replacements, which are invoiced direct by TPI. CCC has secured a better rate from TPI this year, better reflecting the swap cost (as against a replacement cost).	-11.30	-11%
Wheelie Bins - change size of two bins at the same time	108.70	114.00	101.20		-12.80	-11%
Wheelie Bins - change size of three bins at the same time	120.75	127.00	112.70		-14.30	-11%
Opt into kerbside collection for all three services - for non-rateable properties or properties with rates remission	245.30	258.00	258.00	Calculated from the rates model - cost of Waste Min Targeted Rate plus Solid Waste activity cost divided by the number of waste min charges	0.00	0%

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City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
<p>Fees and charges set under Section 150 and in accordance with Section 83 of the Local Government Act 2002 Set under the Special Consultative Procedure Fees Proposed for the 2013/14 Draft Annual Plan</p> <p>See also Fees and charges set under Section 12 Local Government Act 2002</p> <p>Regulatory Services Charges set in accordance with Section 36 of the Resource Management Act 1991</p> <p>Resource Consents <i>All fees are the minimum required and include GST. The processing of applications will not begin until payment has been made.</i></p>						
1.A. Non Notified Resource Consents – Fixed Application Fee Minimum Application Fee				Categories 1A and 1B have been combined. The fee has been pitched to align to information recorded about actual processing costs. The fee has also been changed from a fixed fee to a minimum application fee as we were seeing significant fluctuation in processing costs. This reduces the financial risk to the Council and is fairer to individual applicants.		
Non-notified applications in all zones except the Living G, H, 3, 4 (A-C) and 5 zones and which involve not more than one non-compliance with the following rules:-						
Sunlight and outlook for neighbours	700	700				
Separation from neighbours	700	700				
Continuous building length	700	700				
Outdoor living space	700	700				
Non-notified applications in all zones except the Living G, H, 3, 4 (A-C) and 5 zones and which involve one or more non-compliances with the following rules:						
Sunlight and outlook for neighbours (recession plane)	1000	1000	800	Minimum application fee rather than fixed fee. Reflects average cost	-200	-20%
Separation from neighbours (building setback from internal boundaries)	1000	1000	800	Minimum application fee rather than fixed fee. Reflects average cost	-200	-20%

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City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Continuous building length	1000	1000	800	Minimum application fee rather than fixed fee. Reflects average cost	-200	-20%
Outdoor living space	1000	1000	800	Minimum application fee rather than fixed fee. Reflects average cost	-200	-20%
	1000	1000				
1.B. Other Non Notified Resource Consents – Minimum Application Fee						
Applications for alterations, additions and/or accessory buildings to a single residential unit – all zones:—						
Controlled Activity and Restricted Discretionary Activity	1500	1500		Replaced by amended 1A above, and new categories below		
Discretionary Activity and Non-Complying Activity	1500	1500		Replaced by amended 1A above, and new categories below		
All Banks Peninsula applications are Minimum Application Fee.	1500	1500		Replaced by amended 1A above, and new categories below		
Applications for one residential unit – all zones. Controlled Activity and Restricted Discretionary Activity is Fixed Fee, Discretionary Activity and Non-Complying Activity is Minimum Application Fee. All Banks Peninsula applications are Minimum Appli	1500	1500		Replaced by amended 1A above, and new categories below		
Applications for two or three residential units (including EPH units) – all zones	1750	1750		Replaced by amended 1A above, and new categories below		
Applications for four to ten residential units (including EPH units) – all zones	2000	2000		Replaced by amended 1A above, and new categories below		
Applications for eleven or more residential units (including EPH units) – all zones	2500	2500		Replaced by amended 1A above, and new categories below		
Non-residential and other activities (and Retirement village) – all zones						
Non-compliance with a single development standard	1750	1750		Replaced by amended 1A above, and new categories below		
Non-compliance with more than one development standard	2000	2000		Replaced by amended 1A above, and new categories below		
Non-compliance with a community or critical standard	2500	2500		Replaced by amended 1A above, and new categories below		

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City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Residential (including rural dwellings)				Several fee categories have been combined for multi unit applications. The fee has been pitched at the midpoint of those former fee categories (which previously ranged from \$1500 to \$2000. The principal reason for the change was due to the feedback that applicants were confused as to which fee category applied. This change is especially important in the lead up to Connect and online payments.		
Multi-unit development of 3 or more units (total on site, including any existing units) or two residential units (total units on site, including any existing units)			2000	New fee category. Deposit reflects actual cost	2000	New fee
All other residential applications			1500	New fee category. Deposit reflects average cost	1500	New fee
Signage			1500	New fee category. Deposit reflects average cost	1500	New fee
Earthworks and retaining walls (where applied for separately to subdivision or land use activity on the site)			2000	New fee category. Deposit reflects average cost	2000	New fee
Telecommunications			1500	New fee category. Deposit reflects average cost	1500	New fee
All other non-residential			2000	New fee category. Deposit reflects average cost	2000	New fee
Combined applications (subdivision consent applications involving non-compliance with land use rules)			Additional \$500	Deposit. Reflects additional processing cost. Fee is additional to subdivision consent deposit. This is a new fee where land use and subdivisions are combined applications. It makes practical sense to facilitate combined applications.		
1.C. Non Notified Resource Consents for Protected Trees – Minimum Application Fee						
Applications for the following works to protected (heritage/ notable) trees						
Felling a diseased, unhealthy or hazardous tree	no charge	no charge	no charge			
Felling healthy tree which is causing immediate damage to a dwelling	no charge	no charge		Covered by first category if truly hazardous		
Pruning where necessary to remove a hazard or for tree health	no charge	no charge	no charge			

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City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Pruning or any work which is for the benefit of the safety or health of the tree	no charge	no charge		Too broad and over-used by applicants. 1st and 3rd categories adequately cover works that should be free		
All other non-notified applications for works to protected (heritage/notable) trees	700	700	700		0	0
2. Any Application Lodged Under The Following Sections which do not require public notification – Minimum Application Fee unless otherwise stated						
S 10 (2) Extension of existing use rights	700	700	700		0	0
S 125 Extension of consent lapse period time for consent which has lapsed	700	700	700		0	0
S 127 Application to change or cancel any condition	1000	1000	1000		0	0
S 139 Certificate of Compliance	700	700	700		0	0
S 139A Existing Use Certificate	1000	1000	1000		0	0
S 176A Application for outline plan	700	700	700		0	0
S176A(2)(c) Waiver of Outline Plan (fixed fee)	450	450	450	fixed	0	0
S 138 Surrender of resource consent (fixed fee)	450	450	450	fixed	0	0
Amendments to consented application and plans (i.e. immaterial changes which do not warrant a s127 application) (fixed fee)	275	275	275	fixed	0	0
S 128 Review of conditions			Actual cost	New fee to be applied where consent conditions specifically provide for review under s.128		New fee
3. Notified Resource Consent – Minimum Application Fee						
Limited notified	5500	5500	5000	Easier figure to administer. No impact on actual cost.	-500	-9%
Publicly notified	10500	10500	10000	Easier figure to administer. No impact on actual cost.	-500	-5%
4. Notice of Requirements - Minimum Application Fee						
Fixed charge payable at time of lodging a notice of requirement for a new designation under Section 168 and Fixed charge payable at time of lodging a notice of requirement for alteration of a designation, other than a notice under Section 181(3)	10000	10000	10000		0	0
Fixed charge payable at time of lodging a notice of requirement for alteration of a designation under section 181 (3)	1000	1000	1000		0	0

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City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12	Fees for 2012/13	Fees for 2013/14	Notes	\$ change	%age change
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)			
Fixed charge payable at time of lodging a notice to withdraw requirement under section 168 (4)	1000	1000	1000		0	0
All time spent on notices of requirements requests will be charged at the following hourly rates. Where costs exceed the fixed charges specified above the additional costs will be invoiced separately.						
Council Officer (administration)	90	90		Covered by Section 5 below		
Assistant Planner and Senior Council Officer (administration)	140	140		Covered by Section 5 below		
Planner & specialist input (junior and intermediate level) from another Council department	165	165		Covered by Section 5 below		
Senior Planner, Principal Advisor, Team Leader, Programme Manager & specialist input (senior level) from another Council department	185	185		Covered by Section 5 below		
5. Processing Fees						
If the cost of processing exceeds the Minimum Application Fee an invoice will be sent for the additional processing fees. Alternatively, the balance of the Minimum Application Fee will be refunded if it is not required for processing.						
The time taken to process an application, including pre-application advice , will be charged at an hourly rate determined by the relevant scheduled hourly rate , plus the actual cost of any external specialists/consultants/commissioner and disbursements:						
Administration	90	90	98		8	9%
Planning Technician and Planner Level 1	140	140	150		10	7%
Planner Level 2 and 3 and specialist input (junior and intermediate level) from another Council department	165	165	180		15	9%
Senior Planner, Team Leader, Manager, and specialist input (senior level) from another council department	185	185	200		15	8%
External specialist and consultant	Actual Cost	Actual Cost	Actual Cost			
Where a consultant processes an application, provides specialist input, or is a hearings adviser	Actual Cost	Actual Cost	Actual Cost			

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City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Where a Commissioner is required to make a decision on an application	Actual Cost	Actual Cost	Actual Cost			
Cost of Councillors/Community Board Members attending hearing	Actual Cost	Actual Cost	Actual Cost			
Cost of Joint Design Approvals Board members attending meeting (Central City applications)			Actual Cost	New decision-making board - Central City Recovery Plan		New fee
Reports commissioned by the Council	Actual Cost	Actual Cost	Actual Cost			
Disbursements (including advertising and service of documents)	Actual Cost	Actual Cost	Actual Cost			
6. Fee for Monitoring of Resource Consent conditions (fixed fee included in the processing fees for every resource consent that requires monitoring)						
If monitoring of resource consent is required (imposed as condition of a resource consent)						
Single inspection	108	108	112	3% CPI and rounding; fee associated with I&E Enforcement responsibilities	4	4%
Two site inspections	141	141	145	3% CPI and rounding; fee associated with I&E Enforcement responsibilities	4	3%
Additional monitoring	113	113	116	3% CPI and rounding; fee associated with I&E Enforcement responsibilities	3	3%
6A. Fee for monitoring and non compliance with EQ temporary accomodation permits						
Monitoring of temporary accomodation permits	108	108	112	3% CPI and rounding; fee associated with I&E Enforcement responsibilities	4	4%
Non compliance fee - hourly rate	113	113	116	3% CPI and rounding; fee associated with I&E Enforcement responsibilities	3	3%
7. Fast Track fee (fixed fee on top of normal fees per the above schedule and any additional processing fees)						
There are eligibility criteria for applications to be fast tracked. Please refer to fast track pamphlet for more information on the process.	375	375	375		0	0%

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City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
8. Bonds, or covenants and encumbrances under Section 108 (Fixed fee)						
Preparation and registration of bond or covenant under Section 108	475	475	485		10	2%
Preparation and registration of encumbrance for family flat or elderly persons housing			485	New category, omitted from fee schedule previously		New
Cancellation of bond or covenant or encumbrance under Section 108	275	275	280		5	2%
9. Miscellaneous						
Consent and management fee (fixed fee included in the total processing fees for every resource consent application)	50	50	50		0	0%
File recovery fee (fixed fee included in the total processing fees for every resource consent application)	30	30		See Regulatory & Property Information Services fee schedule		
Copy, Scanning & Print Services (Schedule as per Regulatory & Property Information Services)				See Regulatory & Property Information Services fee schedule		
Pre-application advice (Schedule as per Regulatory & Property Information Services)				See Regulatory & Property Information Services fee schedule		
Subdivision Applications						
Category 1 – Non-notified applications				Category removed and replaced with those below		
Boundary Adjustments, Rights of Way, Amalgamations, Fee Simple of 3 allotments or less, Unit Titles/Cross Lease of 5 units/flats or less.						
Controlled Activity (Fixed Fee)	1250	1250	Deleted			Deleted
Discretionary and non-complying activity (Fixed Fee)	1750	1750	Deleted			Deleted
The fee for applications under this Category includes minor associated land use non-compliances (excluding density), and certifications under sections 223 and 224 RMA and section 5(t) (g) Unit Titles Act but excludes any engineering, geotechnical and contamination input which will be an additional fee at the scheduled hourly rate. For other land use non-compliances a separate fee may be required as per the Resource Consents Fee Schedule.	Actual cost based on Officer's hourly rate	Actual cost based on Officer's hourly rate	Actual cost based on Officer's hourly rate			

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Category 2 Fee simple subdivisions				Category re-named		
Category 2 : Applications for 4 or more allotments in ALL ZONES						
1:10 2 - 10 lots (per lot)	750	750	775	Added cost due to geotech requirements	25	3%
1:30 11 - 30 lots (per lot)	700	700	720	Added cost due to geotech requirements	20	3%
1:50 31 - 50 lots (per lot)	650	650	670	Added cost due to geotech requirements	20	3%
Greater than 50 lots (per lot)	600	600	620	Added cost due to geotech requirements	20	3%
Category 3 Unit title, cross lease						
More than 5 Units/flats Unit Titles or Cross Lease. Minimum application fee is based on the following schedule:						
1 : 10 Units / Flats (per unit)	275	275	280		5	2%
1 : 20 Units / Flats (per unit)	250	250	255		5	2%
1 : 30 Units / Flats (per unit)	225	225	230		5	2%
Greater 30 Units / Flats (per unit)	200	200	205		5	3%
s.348 Right of Way approval			1500	New category, originally in category 1		New
Cross lease update			1500	New category, originally in category 1		New
Change of tenure			1500	New category, originally in category 1		New
Combined applications (subdivision consent applications involving non-compliance with land use rules)			Additional \$500	Deposit. Reflects additional processing cost. Fee is additional to subdivision consent deposit. This is a new fee where land use and subdivisions are combined applications. It makes practical sense to facilitate combined applications.		New
Deposits for Categories 2 and 3 Processing fees						
The Minimum Application Fee for categories 2 and 3 is payable on application. Where this fee exceeds \$20,000 a deposit of \$20,000 or 20% of the assessed minimum application fee (whichever is the greater) shall be paid at the time of application.				Explanation amended		

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The minimum application fee includes consent processing, engineering design acceptance, construction audits and clearances, and certification. If the actual cost exceeds the Minimum Application Fee an invoice will be sent for the additional fees. Alternatively, the balance of the Minimum Application Fee will be refunded if it is not required for processing. The time taken to process an application and undertake associated post-consent work will be charged at the relevant hourly rate, plus the actual cost of any external specialists/consultants/commissioner and disbursements (refer Resource Consent Fees Schedule). Additional costs may be interim invoiced on a monthly basis.						
Final Fee for Categories 2 and 3						
The final processing fee will be assessed on the actual time taken to process the application (which includes but is not limited to consent processing, engineering design acceptance, construction audits and clearances). This will be charged at the relevant						
Payment of Final Fee (all applications)						
The final fee (and any outstanding interim invoices) will be required to be paid before the section 224 certificate will be released.						
Notified Applications - Subdivisions						
Limited Notified	5500	5500	5000	Easier figure to administer. No impact on actual cost.	-500	-9%
Publicly Notified	10500	10500	10000	Easier figure to administer. No impact on actual cost.	-500	-5%
Plus if a hearing is required there will be additional fees as per the Resource Management Fee Schedule .						
Plus actual officer's time by scheduled hourly rate for post consent process.						
Associated Fees (Minimum application fee unless otherwise specified)						
Section 127 RMA Cancellation/Variation of Consent Condition	See land use fee schedule	See land use fee schedule	1000	As per s.127 land use applications		
Section 221(3) RMA Variation/Cancellation of Consent Notice	500	500	515		15	3%

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where this relates to a diseased, unhealthy or hazardous tree protected by a condition of subdivision consent			No charge	Consistent with Resource Consent fee for tree removal		
Section 226 RMA Certification (Fixed Fee)	500	500	515		15	3%
Section 241 RMA Cancellation of Amalgamation (Fixed fee)	500	500	515		15	3%
Section 243 RMA Surrender of Easements (Fixed Fee)	500	500	515		15	3%
Section 348 LGA Certification on Documents (Fixed Fee)	500	500	515		15	3%
All other documents not associated with a current subdivision application:						
Preparation of document fee (Fixed fee)	250	250	255		5	2%
Execution of document fee (Fixed Fee)	175	175	180		5	3%
Bond and Maintenance Clearances administration and inspection (Fixed Fee)	275	275	280		5	2%
S 138 Surrender of resource consent (fixed fee)	450	450	450	As per land use fee schedule	0	0%
S 125 Extension of time for consent which has lapsed	700	700	700	As per land use fee schedule	0	0%
Miscellaneous						
File management charge (fixed fee included in the total processing fees for every subdivision consent application)	50	50				
File recovery fee (fixed fee included in the total processing fees for every subdivision consent application)	30	30		See Regulatory & Property Information Services fee schedule		
Copy, Scanning & Print Services (Schedule as per Regulatory & Property Information Services)				See Regulatory & Property Information Services fee schedule		
Pre-application advice (Schedule as per Regulatory & Property Information Services)				See Regulatory & Property Information Services fee schedule		
Sale of Liquor and Gambling						
1. Sale of Liquor						
Sale of liquor fees are set by government regulation .						
(i) Application for on-licence/or for renewal of on licence	793.24	793.24	793.24	Legislated fee	0	0
(ii) Application for off-licence/or for renewal of off licence	793.24	793.24	793.24	Legislated fee	0	0
(iii) Application for club-licence/or for renewal of club licence	793.24	793.24	793.24	Legislated fee	0	0
(iv) Special Licences	64.4	64.4	64.4	Legislated fee	0	0
(v) Temporary Authorities	134.93	134.93	134.93	Legislated fee	0	0

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(vi) Managers Certificates (application and renewals)	134.93	134.93	134.93	Legislated fee	0	0
(vii) Application for off-licence/or for renewal of off licence for BYO	134.93	134.93	134.93	Legislated fee	0	0
(viii) Certificate of Compliance (Sale of Liquor Act)	154.5	154.5	154.5	No change 13/14	0	0
2. Gambling						
Application fee under the Gambling & TAB Venue Policy	153	153	153	Gambling Policy prescribed fee	0	0
Environmental Compliance						
1. Environmental Compliance Recoveries						
(i) Noise surveys	Actual costs recovered	Actual costs recovered	Actual costs recovered	No change 13/14		
(ii) Court/Legal Recoveries	Actual costs recovered	Actual costs recovered	Actual costs recovered	No change 13/14		
(iii) Contaminated Land / P Lab / P House Testing	Actual costs recovered	Actual costs recovered	Actual costs recovered	No change 13/14		
(iv) Equipment hire of specialist noise/gas detection equipment	160	160	160	No change 13/14	0	0
2. Offensive Trades Licences						
(i) Annual Premise Registration	242	242	250	3%CPI plus rounding	8	3%
(ii) New Application (incl. Annual Registration if granted)	427	427	440	3%CPI plus rounding	13	3%
(iii) Change of ownership	87.5	87.5	90	3%CPI plus rounding	2.5	3%
3. Hazardous Substances Certification						
(i) Hazardous Substances Test Certificates	113	113	113	Test Certification Service no longer provided by Council; not a regulatory function	0	0%
(ii) Hazardous Substances Approved Handlers	103	106.09	103	Test Certification Service no longer provided by Council; not a regulatory function	-3.09	-3%
(iii) Hazardous Substances Certification Administration Fee	43.5	43.5	43.5	Test Certification Service no longer provided by Council; not a regulatory function	0	0%

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4. Noise making Equipment Seizure & Storage						
(i) Staff time associated with managing equipment seizure	113	113	113	No change 13/14	0	0%
(ii) Storage of seized equipment	67	67	67	No change 13/14	0	0%
(iii) Noise contractor attendance (per Unit) related to equipment seizure	33	33	33	No change 13/14	0	0%
Enforcement						
LIM Swimming Pool Inspection Fee for LIMs/Building Consents	160	160	160	No change 13/14	0	0%
Fencing of swimming pools: Application for Exemption	428	428	428	No change 13/14	0	0%
Swimming Pool Registration Fee (inclusive of inspection)	160	160	160	No change 13/14	0	0%
Enforcement Inspection Fee (per hour)	113	113	113	No change 13/14	0	0%
Enforcement Inspection Administration Fee	43.5	43.5	43.5	No change 13/14	0	0%
Sign Seizure - impounding (made up of officer times, storage and administration)	160	160	160	No change 13/14	0	0%
Licences (Other):						
Amusement Devices	11.5	11.5	11.5	Legislated fee	0	0%
Regulatory & Property Information Services						
1. Land Information Memoranda						
Land Information Memoranda	234	234	245	Includes \$33.00 electronic data creation fee	11	5%
2. Copy and Print Services						
Cost of copy/photocopying						
A4	0.2	0.2	0.2		0	0%
A3	2	2	2		0	0%
A2	2.7	2.7	2.7		0	0%
A1	5.2	5.2	5.2		0	0%
A0	10.5	10.5	10.5		0	0%
Cost of scanning for hard copy application conversion						
1 - 20 single sided A3 & A4 pages	27.4	28.22	27.4		-0.82	-3%
21 - 40 single sided A3 & A4 pages	29.5	29.5	29.5		0	0%
41 - 60 single sided A3 & A4 pages	33.5	33.5	33.5		0	0%
61 - 80 single sided A3 & A4 pages	37.9	39.04	37.9		-1.14	-3%

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City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12	Fees for 2012/13	Fees for 2013/14	Notes	\$ change	%age change
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)			
81 - 100 single sided A3 & A4 pages	42	42	42		0	0%
101 - 150 single sided A3 & A4 pages	49.5	49.5	49.5		0	0%
each 100 sheets or part thereof over 100	70.5	70.5	70.5		0	0%
Cost per sheet larger than A3						
1 - 20 single sided	27.5	27.5	27.5		0	0%
21 - 40 single sided	37.9	39.04	37.9		-1.14	-3%
41 - 60 single sided	59	59	59		0	0%
61 - 80 single sided	80	80	80		0	0%
81 - 100 single sided	100	100	100		0	0%
101 - 150 single sided	138	138	138		0	0%
each 100 sheets or part thereof over 100	160	160	160		0	0%
Aerial Photographs						
A4	18.5	18.5	18.5		0	0%
A3	26	26	26		0	0%
A2	37	37	37		0	0%
A1	47	47	47		0	0%
A0	84	84	84		0	0%
4. Property File Services						
Viewing Service for Electronic Residential Property File, all files	32	32	33		1	3%
Commercial Property File Service (hard copy viewing only)	32	32	33		1	3%
Optional electronic scan of Commercial Property Files (to be offset by the viewing fee)	Actual costs recovered	Actual costs recovered	Actual costs recovered			
A property file may comprise multiple packs of documents. These are contained in separate barcodes and the fee of \$33.00 covers the retrieval of 1 to 5 barcodes. Property files containing more than 5 barcodes will have an additional \$33.00 fee applied						
5. Pre application advice for Regulatory Services						
Pre -application (residential) - Fixed Fee (includes allowance for first half hour free).			185	Fixed fee - includes allowance for first 1/2 hour free. Full cost recovery fee would be \$250.	185	New fee

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City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Pre -application (commercial) - Deposit (first half hour of officer time will be free).			250	Deposit	250	New fee
\$60.00 per 30 minute appointment (per officer)	61.3	61.3				
First half hour free. Additional time over the initial 30 minute appointment will be charged at \$60 per officer in attendance per half hour	Actual costs recovered	Actual costs recovered				
6. File Recovery for consent, licence and Inspection processing	26	26		Not required		
7. Application for works under Public Places Bylaw	256	256	265		9	4%
Building Control						
1. Building Consent - Low Risk Minor work						
Residential 1 applications						
- Solid Fuel and Liquid Fuel Heater (residential pre-approved model only)	305	305	315	Fixed fee	10	3%
- Residential Demolition -(mutli unit and residential properties)	455	455	455	Fixed fee	0	0%
- Backflow Preventer (including compliance schedule)	515	515	575	Reassessment of actual cost of service	60	12%
- Marquees with inspection	327	327	327	Fixed fee	0	0%
- Swimming Pool Fence (not constructed with or part of any other structure)	650	650	675	Minimum application fee, inspections and CCC removed from application fee	25	4%
- Solar Water Heaters	380	380	400	Includes solar subsidy. 3% increase creates odd figure, rounding to next \$5 increment moves it to past 3%	20	5%
- Non Habitable (includes workshops and garages)	950	950	675	Minimum application fee, inspections and CCC removed from application fee	-275	-29%
- Habitable with no Reticulation	1100	1100	675	Minimum application fee, inspections and CCC removed from application fee	-425	-39%
- Habitable with Reticulation	1225	1225	675	Minimum application fee, inspections and CCC removed from application fee	-550	-45%
- Plumbing and or Drainage work	700	700	675	Minimum application fee, inspections and CCC removed from application fee	-25	-4%
- Minor Plumbing alteration only	305	305	675	Minimum application fee, inspections and CCC removed from application fee	370	121%

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City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
2. Building Consent - (minimum application fees)						
Provided that where the time taken to process a Building Consent exceeds the scheduled minimum application fee then additional time will be charged at an hourly rate.						
Residential 1 applications						
Minor Internal Alterations	950	950	525	Minimum application fee, inspections and CCC removed from application fee	-425	-45%
Dwelling Alterations/additions and repairs < \$50,000	1470	1470	895	Minimum application fee, inspections and CCC removed from application fee	-575	-39%
Dwelling alterations and repairs > \$50,000	3100	3100	2250	Minimum application fee, inspections and CCC removed from application fee	-850	-27%
Dwellings/Apartments	4895	4895	3250	Minimum application fee, inspections and CCC removed from application fee	-1645	-34%
Streamline building consent applications (applications submitted under the approved simple single dwelling criteria)	4200	4200	4200	Minimum application fee, inspections and CCC removed from application fee	0	0%
Multiproof applications (applications with multiproof certificates issued by the Department of Building and Housing)	2700	2700	1250	Minimum application fee, inspections and CCC removed from application fee	-1450	-54%
Residential 2 applications						
Dwelling alterations/additions and repairs < \$10,000	1470	1470	825	Minimum application fee, inspections and CCC removed from application fee	-645	-44%
Dwelling alterations and repairs > \$10,000	3100	3100	2250	Minimum application fee, inspections and CCC removed from application fee	-850	-27%
Dwellings/Apartments	5250	5250	3625	Minimum application fee, inspections and CCC removed from application fee	-1625	-31%
Streamline building consent applications (applications submitted under the approved simple single dwelling criteria)	4500	4500	4500	Minimum application fee, inspections and CCC removed from application fee	0	0%
Residential 3 applications						
Dwelling alterations and repairs	3100	3100	2250	Minimum application fee, inspections and CCC removed from application fee	-850	-27%
Dwellings/Apartments < \$500,000	6850	6850	5250	Minimum application fee, inspections and CCC removed from application fee	-1600	-23%

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City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Dwellings/Apartments >\$500,000	8900	8900	7250	Minimum application fee, inspections and CCC removed from application fee	-1650	-19%
3. Commercial Applications (minimum application fees)						
Commercial 1						
Apartments \$500,000-\$1m	6850	6850	5250	Minimum application fee, inspections and CCC removed from application fee	-1600	-23%
Apartment >\$1m	8900	8900	7250	Minimum application fee, inspections and CCC removed from application fee	-1650	-19%
Commercial/Industrial alterations and repairs / temporary buildings < \$10,000	1220	1220	575	Minimum application fee, inspections and CCC removed from application fee	-645	-53%
Commercial/Industrial alterations and repairs / temporary buildings > \$10,000	3800	3800	2250	Minimum application fee, inspections and CCC removed from application fee	-1550	-41%
New Commercial/Industrial	5450	5450	3250	Minimum application fee, inspections and CCC removed from application fee	-2200	-40%
Commercial 2						
Commercial/Industrial alterations and repairs < \$500,000	3800	3800	2250	Minimum application fee, inspections and CCC removed from application fee	-1550	-41%
Commercial/Industrial alterations and repairs > \$500,000	6855	6855	4850	Minimum application fee, inspections and CCC removed from application fee	-2005	-29%
New Commercial/Industrial	7500	7500	5250	Minimum application fee, inspections and CCC removed from application fee	-2250	-30%
Commercial 3						
Commercial/Industrial alterations and repairs < \$500,000	6855	6855	4850	Minimum application fee, inspections and CCC removed from application fee	-2005	-29%
Commercial/Industrial alterations and repairs > \$500,000	7500	7500	5250	Minimum application fee, inspections and CCC removed from application fee	-2250	-30%
New Commercial/Industrial	15000	15000	12000	Minimum application fee, inspections and CCC removed from application fee	-3000	-20%
Amendments						
Dwellings/ Apartments/alterations and repairs	400	400	400		0	0%
Commercial/Industrial	600	600	600		0	0%

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City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
4. Building Consents - Review and Grant						
Provided that where the time taken to process a Building Consent exceeds the scheduled minimum application fee then additional time will be charged at an hourly rate determined by:						
Rate 1: Building Administrator	95	95	98	3% increase due to costs, 2% contribution towards public advice, rounded to nearest \$5	3	3%
Rate 2: Building Consent Officer Level 1	127	127	140	6% increase due to costs, 2% contribution towards public advice, rounded to nearest \$5	13	10%
Rate 3: Building Consent Officer Level 2	147	147	160	6% increase due to costs, 2% contribution towards public advice, rounded to nearest \$5	13	9%
Rate 4: Building Consent Officer Level 3	167	167	180	4% increase due to costs, 2% contribution towards public advice, rounded to nearest \$5	13	8%
Rate 5: Specialist and Senior Building Consent Officer	178	178	190	4% increase due to costs, 2% contribution towards public advice, rounded to nearest \$5	12	7%
Rate 6: Specialist Engineer	191	191	220	To bring Engineering services in line with external consultant charges.	29	15%
Rate 7: Senior Engineer and Team Leader	191	191	240	To bring Engineering services in line with external consultant charges.	49	26%
External Specialist and Consultant	Actual Cost	Actual Cost	Actual Cost			
BRANZ & BIA Levies - set by Government	3% of levies collected	3% of levies collected	3% of levies collected			
Accreditation Levy (\$0.20 for every \$1,000 of estimated value)	0.2	0.2	0.2	Multiplied by estimated value of building works	0	0%
5. Building Act Certificate applications						
Schedule 1 Exemption Applications - fixed fees						
Certificate of Exemption	440	440	440		0	0%
Solid Fuel and Liquid Fuel Heater (residential pre-approved model only) Exemption for M303EECA installation	150	150	215	Reassessment of actual cost of service	65	43%
Small Sign Exemptions applications	360	360	360		0	0%
6. Preparation and registration of bond or covenant under Section 108						
Registration of Family flat encumbrance	485	485	485		0	0%
Registration of section 72 certificates under the Building Act 2004.	230	230	350	Reassessment of actual cost of service	120	52%

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City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Registration of section 75 certificates under the Building Act 2004.	330	330	350	Reassessment of actual cost of service	20	6%
Memorandum of encumbrance due to grant of waiver under section 67 of the Building Act 2004	Actual Cost	Actual Cost	Actual Cost			
Building Waive of Durability	125	125	130	3% increase creates odd figure, rounding to next \$5 increment moves it to past 3%	5	4%
7. Project Information Memoranda: (minimum application fees)						
Residential (R1, R2, R3)	285	285	295	3% increase creates odd figure, rounding to next \$5 increment moves it to past 3%	10	4%
Commercial/Industrial (C1, C2, C3)	380	380	395	3% increase creates odd figure, rounding to next \$5 increment moves it to past 3%	15	4%
Provided that where the time taken to process a PIM exceeds the scheduled minimum application fee then additional time may be charged at a hourly rate.	Actual cost based on Officer's hourly rate	Actual cost based on Officer's hourly rate	Actual cost based on Officer's hourly rate			
8. Compliance Schedules						
Compliance Schedule amendment fee			130	New Fee, actual cost of service	130	New fee
Annual fee for administering a Warrant of Fitness	125	125	130	3% increase creates odd figure, rounding to next \$5 increment moves it to past 3%	5	4%
Issue and Register new Compliance Schedules	120	120	130	3% increase creates odd figure, rounding to next \$5 increment moves it to past 3%	10	8%
9. Miscellaneous Fees						
Document storage fee for consents issued by other Building Consent Authorities	60	60	60		0	0%
Administration and Management Fee (applicable to all building consents without fixed fees)	148	148	145		-3	-2%
Copy, Scanning & Print Services (Schedule as per Regulatory & Property Information Services)	Schedule as per Regulatory & Property Information Services	Schedule as per Regulatory & Property Information Services				
Pre-vetting meeting	95	95				
Pre-lodgement meeting	95	95				

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City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Pre-application advice (Schedule as per Regulatory & Property Information Services)	Schedule as per Regulatory & Property Information Services	Schedule as per Regulatory & Property Information Services				
File management charge (fixed fee to be included in the total processing fees for applicable consent application)	Actual cost based on Officer's hourly rate	Actual cost based on Officer's hourly rate				
File recovery fee (fixed fee to be included in the total processing fees for applicable consent application)	21	21				
Notification of works to be placed on Property file	50	50	50		0	0%
Electronic file management charge	30	30	50	Proposed as a maximum. Increase to cover cost of electronic file management services: Aconex, ePathways	20	67%
10. Building Inspection Fees (fixed fees)						
Building Inspections (per inspection)	136	136	145	3% CPI increase, 2% contribution to Public Advice costs, rounded to nearest \$5	9	7%
Building Inspections (per inspection) Commercial			210	New Fee based on 1.5 inspection time	210	New fee
Code Compliance Certificates						
Log burners	74	74	80	3% CPI increase, 2% contribution to Public Advice costs, rounded to nearest \$5	6	8%
Minor Building Works	95	95	100	3% CPI increase, 2% contribution to Public Advice costs, rounded to nearest \$5	5	5%
Accessory Buildings and Alterations	170	170	180	3% CPI increase, 2% contribution to Public Advice costs, rounded to nearest \$5	10	6%
Domestic Dwelling	275	275	290	3% CPI increase, 2% contribution to Public Advice costs, rounded to nearest \$5	15	5%
Commercial	379	379	395	3% CPI increase, 2% contribution to Public Advice costs, rounded to nearest \$5	16	4%
Commercial 3			784	New Fee, larger, more complex building systems in these buildings	784	New fee
Code Compliance Certificates for consents over 2 years old	357	357	375	3% CPI increase, 2% contribution to Public Advice costs, rounded to nearest \$5	18	5%
Extension of Building Consent Time	115	115	125	3% CPI increase, 2% contribution to Public Advice costs, rounded to nearest \$5	10	9%

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City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Certificates of Acceptance	285	285	295	3% increase creates odd figure, rounding to next \$5 increment moves it to past 3%	10	4%
Certificates of Public use	337	337	347		10	3%
Certificates of Public use Commercial 3			695	New Fee, larger, more complex building systems in these buildings	695	New fee
Notice to fix	295	295	303.05		8.05	3%
Inspection for non-complying works	126.3	126.3	140	To bring into line with inspection fee	13.7	11%
File call back from Recall	11.85	11.85	12.2		0.35	3%
Building Inspector hourly rate:						
Rate 1: Building Inspection Coordinators	79	79	85	3% increase creates odd figure, rounding to next \$5 increment moves it to past 3%	6	8%
Rate 2: Building Inspector Level 1	105	105	110	3% increase creates odd figure, rounding to next \$5 increment moves it to past 3%	5	5%
Rate 3: Building Inspector Level 2	121	121	125		4	3%
Rate 4: Building Inspector Level 3	137	137	145	3% increase creates odd figure, rounding to next \$5 increment moves it to past 3%	8	6%
Rate 5: Senior Building Inspector	147	147	155	3% increase creates odd figure, rounding to next \$5 increment moves it to past 3%	8	5%
Rate 6: Team Leader and Department Manager	158	158	165	3% increase creates odd figure, rounding to next \$5 increment moves it to past 3%	7	4%
Health Licensing						
PROPOSED FEES PRIOR TO FOOD ACT INTRODUCTION						
1. Food Premises						
(a) Food Service						
RC1 (Restaurants & Cafes 1 to 50 Seats)	450	450	617	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	167	37%
RC2 (Restaurants & Cafes more than 50 Seats)	555	555	760	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	205	37%
FE1 (Includes Function Events Centres and premises with 1 to 2 kitchen/preparation areas)	555	555	760	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	205	37%
FE2 (Includes Function Events Centres and premises with more than 2 kitchen/preparation areas)	700	700	959	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	259	37%

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City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
(b) General Food Premises						
G1 (Gift shops, shops selling pre-wrapped confectionary, fruit & vegetable shops)	270	270	370	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	100	37%
G2 (Dairies, Butcheries, Bakeries, Delicatessens, Takeaway Food, Caterers, & All Other Premises)	450	450	617	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	167	37%
(c) Manufacturers						
M1 (Manufacturer of Non-High Risk food and High Risk food with no heat treatment)	555	555	760	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	205	37%
M2 (Manufacturer of High Risk food with heat treatment)	700	700	959	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	259	37%
(d) Moveable and Mobile Food Premises						
MS (Mobile Shops)	270	270	370	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	100	37%
MP (Moveable Premises)	Fee based on G1 or G2	Fee based on G1 or G2	Fee based on G1 or G2	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%		
(e) Supermarkets						
SM (Supermarket)	575	575	788	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	213	37%
2. Other Registered Premises						
HAR (Hairdressers)	160	160	219	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	59	37%
FND (Funeral Directors)	270	270	370	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	100	37%
CMP (Camping Grounds)	300	300	411	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	111	37%
3. General Fees						
Application for Registration (includes premises and Food Control Plans)	155	155	212	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	57	37%
Exempt / Unregistered Premises	Fee based on premise categories as detailed above	Fee based on premise categories as detailed above	Fee based on premise categories as detailed above			

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City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12	Fees for 2012/13	Fees for 2013/14	Notes	\$ change	%age change
	GST Inclusive (15%)	GST Inclusive (15%)	GST Inclusive (15%)			
Inspection/Verification/Grading Visits (includes request and additional registration/compliance visits from third visit each registration year)	155	155	212	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	57	37%
Occasional Food Premises - per occasion	98	98	134	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	36	37%
FCP renewal (excludes verifications)	77	77	105	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	28	36%
Consultation (specific advice)	77	77	105	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	28	36%
Administration (Health Licensing)	77	77	105	Fee based on requirement of full cost recovery, current fee has ratepayer subsidy of 27%	28	36%
Late Payment of Food Premises Registration and FCP Verification Fees	additional 10%	additional 10%	additional 10%	no change		
Health Licensing						
PROPOSED FEES POST FOOD ACT BEING ENACTED						
1. Food Premises						
(a) Food Service						
RC1 (Restaurants & Cafes 1 to 50 Seats)	460	460				
RC2 (Restaurants & Cafes more than 50 Seats)	575	575				
FE1 (Includes Function Events Centres and premises with 1 to 2 kitchen/preparation areas)	575	575				
FE2 (Includes Function Events Centres and premises with more than 2 kitchen/preparation areas)	725	725				
(b) General Food Premises						
G1 (Gift shops, shops selling pre-wrapped confectionary, fruit & vegetable shops)	260	260				
G2 (Dairies, Butcheries, Bakeries, Delicatessens, Caterers, & All Other Premises)	460	460				
G3 Takeaway Food	470	470				
(c) Manufacturers						
M1 (Manufacturer of Non-High Risk food and High Risk food with no heat treatment)	535	535				

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City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
M2 (Manufacturer of High Risk food with heat treatment)	680	680				
(d) Moveable and Mobile Food Premises						
MS (Mobile Shops)	260	260				
MP (Moveable Premises)	Fee based on G1 or G2 or G3	Fee based on G1 or G2 or G3				
(e) Supermarkets						
SM (Supermarket)	555	555				
2- Other Registered Premises						
HAR (Hairdressers)	155	155				
FND (Funeral Directors)	260	260				
GMP (Camping Grounds)	290	290				
3- General Fees						
— Application for Registration (includes premises and Food Control Plans)	155	155				
— Exempt / Unregistered Premises	Fee based on premise categories as detailed above	Fee based on premise categories as detailed above				
— Inspection/Verification/Grading Visits (includes request and additional registration/compliance visits from third visit each registration year)	155	155				
— Occasional Food Premises – per occasion	98	98				
— FCP renewal (excludes verifications)	77	77				
— Consultation (specific advice)	77	77				
— Administration (Health Licensing)	77	77				
— Late Payment of Food Premises Registration and FCP Verification Fees	additional 10%	additional 10%				

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City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Chatham Island Fees and Charges						
Building Consent Authority and Territory Authority processes performed by Christchurch City Council on behalf of the Chatham Islands Council will be carried out on a cost recovery basis.						
Applications will incur a minimum application fee as set out in the adopted CCC fees schedule. Where the actual time taken to process the application exceeds the time funded through those minimum application fees the additional time shall be recovered on the following basis:	Actual cost based on Officer's hourly rate	Actual cost based on Officer's hourly rate	Actual cost based on Officer's hourly rate			
Miscellaneous						
File management charge (fixed fee to be included in the total processing fees for applicable consent application)	Actual cost based on Officer's hourly rate	Actual cost based on Officer's hourly rate				
File recovery fee (fixed fee to be included in the total processing fees for applicable consent application)	21	21				
Copy, scanning & Print Services	Schedule as per Regulatory & Property Information Services	Schedule as per Regulatory & Property Information Services				
Earthquake Remediation - Building consent, inspection and code compliance fees will be fixed at the Application/Deposit fee listed in this schedule. These fixed fees will apply where Project Management Companies undertake the work and their contractors demonstrate that they are complying with Department Building and Housing Guidelines for a streamlined process. Additional charges would apply in respect of other matters where additional Territorial Authority, inspections, BIA and BRANZ levies, water connection fees, development contributions or vehicle crossing fees are payable.						

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City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Fees and charges set under Section 150 and in accordance with Section 83 of the Local Government Act 2002 Set under the Special Consultative Procedure Fees Proposed for the 2013/14 Draft Annual Plan See also Fees and charges set under Section 12 Local Government Act 2002						
Streets and Transport						
Activity - At Ground (or 'at grade') Parking						
Parking on temporarily vacant sites						
Determination of fees on individual sites is delegated to the General Manager City Environment and General Manager Corporate Services within the following range:	\$0 to \$25.00	\$0 to \$25.00	\$0 to \$25.00	Per day or part thereof (delegation to General Manager Corporate Services deleted)		
Activity - Off Street Parking						
Lichfield Street Car Park						
Basic Charge	First hour free	First hour free	First hour free	Car Park currently closed. Fees will be reviewed prior to reopening		
Basic Charge - per half hour or part thereof thereafter	1.30	1.30	1.30		0	0%
Daily rate	12.00	12.00	12.00		0	0%
Reserved Parking - uncovered - per month	105.00	105.00	105.00		0	0%
Reserved Parking - floating - per month	147.00	147.00	147.00		0	0%
Reserved Parking - covered - per month	180.00	180.00	180.00		0	0%
Tuam Street Car Park						
Basic Charge - per half hour or part thereof thereafter	1.30	1.30	1.30	Car Park currently closed. Fees will be reviewed prior to reopening	0	0%
Daily rate	12.00	12.00	12.00		0	0%
Manchester Street Car Park						
Basic Charge	First hour free	First hour free	First hour free	Car Park currently closed. Fees will be reviewed prior to reopening		
Basic Charge - per half hour or part thereof thereafter	1.30	1.30	1.30		0	0%
Daily rate	12.00	12.00	12.00		0	0%
Reserved Parking - uncovered - per month	105.00	105.00	105.00		0	0%

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Reserved Parking - floating - per month	126.00	126.00	126.00		0	0%
Reserved Parking - covered - per month	147.00	147.00	147.00		0	0%
Oxford Terrace Car Park				Car Park currently closed. Fees will be reviewed prior to reopening		
Basic Charge - per half hour or part thereof thereafter	1.30	1.30	1.30		0	0%
Daily rate	12.00	12.00	12.00		0	0%
Reserved Parking - uncovered - per month	190.00	190.00	190.00		0	0%
Reserved Parking - covered - per month	263.00	263.00	263.00		0	0%
Kilmore Street Car Park				Car Park will not re-open		
Basic Charge - per half hour or part thereof thereafter	1.30					
Daily rate	12.00					
Reserved Parking - uncovered - per month	105.00					
Reserved Parking - covered - per month	190.00					
Hospital Car Parking				Car Park currently closed. Fees will be reviewed prior to reopening		
Building - Basic Charge - per half hour or part thereof thereafter	1.30	1.30	1.30		0	0%
Main Site - Basic Charge - per half hour or part thereof thereafter	0.80	0.80	0.80		0	0%
Farmers Car Park				Car Park will not re-open		
Basic Charge	First hour free	First hour free				
Basic Charge - per half hour or part thereof thereafter	1.30	1.30				
Daily rate	12.00	12.00				
Reserved Parking - covered - per month	190.00	190.00				
Centennial Pool Car Park				Car Park currently closed. Fees will be reviewed prior to reopening		
Basic Charge - per hour or part thereof thereafter	-	-	-			
First 2 Hours	0.60	0.60	0.60		0	0%
Charge per hour after first 2 hours	2.00	2.00	2.00		0	0%

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Rolleston Avenue Car Park				No change at this stage as Parking Fees will be subject to a separate Project Review Report		
Reserved Parking	126.00	126.00	126.00		0	0%
Pay and Display Revenue - per hour or part thereof	3.10	3.10	3.10		0	0%
The Crossing Car Park				Car Park currently closed. Fees will be reviewed prior to reopening		
Basic Charge	First hour free	First hour free	First hour free			
Basic Charge - per half hour or part thereof thereafter	1.30	1.30	1.30		0	0%
Reserved Parking - covered - per month	263.00	263.00	263.00		0	0%
Art Gallery Car Park				Car Park currently closed. Fees will be reviewed prior to reopening		
Basic Charge - per half hour or part thereof thereafter	1.30	1.30	1.30		0	0%
Daily rate	12.00	12.00	12.00		0	0%
Reserved Parking - covered - per month	153.30	153.30	153.30		0	0%
Activity - On street Parking						
Parking Meters						
1 hour meters	3.10	3.10	3.10	No change- report on flexible pricing still being prepared	0	0%
2 hour and 3 hour meters	3.10	3.10	3.10		0	0%
All Day Meter rate - General Manager's discretion to set and modify fees		4.00	4.00		0	0%
Coupon Parking	3.10	3.10	3.10		0	0%
Meter Hoods - per day	20.00	20.00	20.00		0	0%
Meter Hoods - per month	300.00	300.00	300.00		0	0%
Waiver of Time limit restriction	125.00	125.00	125.00		0	0%
Residential Parking Permits	53.00	53.00	53.00		0	0%

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Activities On Street						
Trenches/ Trenchless						
Normal road opening	405.00	420.00	433.00		13	3%
High grade pavement opening	650.00	674.00	694.00		20	3%
Footpath and minor openings - sewer	215.00	223.00	230.00		7	3%
Footpath and minor openings - stormwater	110.00	114.00	117.50		3.5	3%
Trenching / Trenchless Utilities Application	315.00	327.00	337.00		10	3%
Intersections Trenching / Trenchless	120.00	125.00	129.00		4	3%
Water discharge	270.00	280.00	289.00		9	3%
Vehicle Crossing Inspection - per crossing	130.00	135.00	139.00		4	3%
Structures on Streets & application fees						
Landscape Features (retaining walls for landscaping / private land only)	227.00	236.00	243.00		7	3%
Retaining walls for driveways (Board approval not required)	227.00	236.00	243.00		7	3%
Retaining walls for driveways, parking platforms etc (Board approval required)	569.00	590.00	608.00		18	3%
Preparation/Transfer of lease Document	342.00	355.00	366.00		11	3%
Temporary use of legal road	7.00	7.30	7.50		0.2	3%
- minimum charge per month	55.00	57.00	58.50		1.5	3%
New street name plate & post	542.00	562.00	579.00		17	3%
Akaroa sign frames - Annual fee per name blade	150.00	156.00	161.00		5	3%
Road Stopping						
When any person applies to stop a road, then that person shall be responsible for meeting the costs and expenses associated with the road stopping process as determined by Council.						
Application fee (provides for an evaluation of the application by Council)	542.00	562.00	579.00		17	3%
Processing fee (following evaluation by Council, if the applicant wishes to proceed a non-refundable minimum fee will apply)	1084.00	1,124.00	1158.00		34	3%
Other Costs						

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Other costs and expenses that an applicant will be liable to meet include, but are not limited to:						
Survey costs						
Cost of consents						
Public advertising						
Accredited agent fees						
Land Information New Zealand (LINZ) fees						
Legal fees						
Valuation costs						
Cost of Court and hearing proceedings						
Staff time						
Market value of the road						
Street Site Rentals						
Garage Sites - Single	174.00	181.00	186.00		5	3%
Garage Sites - Double	347.00	360.00	370.00		10	3%
Air Space						
Temporary site rental - development purposes - per sq m per month	6.50	6.70	6.90		0.2	3%
Minimum charge per month	55.00 minimum charge per month	57.00 minimum charge per month	59.00 minimum charge per month			
Miscellaneous Sites	2274.00	2,358.00	2430.00		72	3%
Cell Site Rentals	7970.00	8,265.00	8515.00		250	3%
Application Fee for Discharging						
Ground Water to Road	274.00	284.00	293.00		9	3%
Licences (Other):						
Stall Licence	75.00	78.00	80.00		2	3%
Buskers Licence - outside designated areas (preparation of Licence and Issuing)	32.50	34.00	35.00		1	3%
Hawkers	32.50	34.00	35.00		1	3%
Mobile Shops	120.00	125.00	129.00		4	3%

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Fees and charges set under Section 150 and in accordance with Section 83 of the Local Government Act 2002 Set under the Special Consultative Procedure Fees Proposed for the 2013/14 Draft Annual Plan See also Fees and charges set under Section 12 Local Government Act 2002						
Wastewater Collection Treatment & Disposal						
Trade Waste Quarterly Charge for flow rate over 5CuM / day						
Volume - peak periods	0.576	0.604	0.604		0.00	0%
Volume - off peak	0.288	0.302	0.302		0.00	0%
Suspended Solids - per Kg	0.260	0.277	0.277		0.00	0%
Biological Oxygen Demand - per Kg	0.317	0.335	0.381		0.05	14%
Metals - Cadmium	16,059.46	15,653.62	13,749.79		-1903.83	-12%
Metals - Chromium	0.00	0.00	0.00		0.00	-
Metals - Copper	86.89	87.70	78.69		-9.01	-10%
Metals - Zinc	36.50	39.23	54.97		15.74	40%
Metals - Mercury	25,809.10	24,901.18	23,261.96		-1639.22	-7%
Treatment and disposal Fees						
Tankered Waste Fee	34.00	35.00	36.00		1.00	3%
Trade Waste Consent Application Fee	308.00	320.00	492.00		172.00	54%
Trade Waste Annual Licence Fee <1,245 m3/yr (usually small food premises)	130.00	140.00	145.00		5.00	4%
Trade Waste Annual Consent Fee >1,245 m3/yr	260.00	270.00	285.00		15.00	6%
Trade Waste Discharge Analysis	Actual Costs	Actual Costs	Actual Costs			
Laboratory Services	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			
Network fees						
Acceptance of Selwyn District Sewage	58.97	65.00	66.00		1.00	2%
Sewer Lateral Recoveries - actual costs recovered	General Manager's discretion to set fees	General Manager's discretion to set fees	General Manager's discretion to set fees			

Christchurch City Council

City Council Fees and Charges

City Council Fees & Charges Proposed for 2013/14	Fees for 2011/12 GST Inclusive (15%)	Fees for 2012/13 GST Inclusive (15%)	Fees for 2013/14 GST Inclusive (15%)	Notes	\$ change	%age change
Water Supply						
Water rates						
Included within Rating Policy						
Supply of water						
For consumers not paying a water rate - per cubic metre	0.60	0.62	0.67		0.05	8%
Excess water supply charge (Rate charge) and Excess Factor	0.60	0.62	0.67		0.05	8%
Cross boundary rural restricted supply	153.00	153.00	165.00		12.00	8%
Supply of Bulk water ex Fire Hydrant - per hour	77.00	80.00	83.00		3.00	4%
Network cost recovery						
Water Supply Connection Fees & Charges - Standard Domestic	600.00	610.00	620.00		10.00	2%
Standard 15mm Water Supply Connection Relocation (existing fittings)		170.00	176.00		6.00	4%
Standard 15mm Water Supply Connection Relocation (new fittings)		470.00	485.00		15.00	3%
Commercial & Industrial Connections - actual costs recovered	General Manager's discretion to determine cost recovery	General Manager's discretion to determine cost recovery	\$100.00		-	
New Sub Mains/Connections Cost Share	General Manager's discretion to determine cost recovery	General Manager's discretion to determine cost recovery	General Manager's discretion to determine cost recovery			
Damage Recoveries	General Manager's discretion to determine cost recovery	General Manager's discretion to determine cost recovery	General Manager's discretion to determine cost recovery			



2013 Policy on Significance

Christchurch City Three Year Plan
Christchurch Ōtautahi

Christchurch City Council

2013 Policy on Significance

Changes from 2009 Policy

When compared to the Policy on Significance in the 2009/19 Long Term Plan changes have occurred as a result of changes to the Local Government Act in 2010, and also changes to some strategic assets as a result of the Canterbury earthquakes.

Purpose

The Christchurch City Council is committed to conducting its business in an open, transparent and democratically accountable way. This policy sets out the Council's general approach to determining the significance of proposals and decisions in relation to matters before it and the thresholds, criteria and procedures to be used in assessing the extent to which such matters are significant. It reflects the requirements of section 90 of the Local Government Act 2002.

General Approach to determining significance

The Council will comply with section 97 of the Local Government Act 2002 when it considers the following decisions:

- a. to alter significantly the intended level of service provision for any significant activity undertaken by the Council;
- b. to transfer the ownership or control of a strategic asset to or from the Council.

These decisions will not be made unless they are explicitly provided for in the Council's Long Term Plan.

In all other respects the decision-making process to be adopted by the Council, a Committee, a Community Board and any other sub-ordinate decision-making body of the Council, will be largely in proportion to the significance of the matters affected by the decision. Significance, as defined by the Local Government Act 2002, means the degree of importance of the issue,

proposal decision or matter, as assessed by the Council, in terms of its likely impact on and likely consequences for:

- a. the Council's district;
- b. any persons who are likely to be particularly affected by, or interested in, the issue, proposal, decision or matter;
- c. the capacity of the Council to perform its role and the financial and other costs of doing so.

Each assessment will be made on a case by case basis.

Thresholds, criteria and procedures

It is expected that the majority of decisions to be made by the Council will flow consequentially from decisions in a Long Term Plan or Annual Plan. If not, or if the proposal has not been the subject of a process involving a public hearing, then the Council will consider undertaking a special consultative procedure in respect of decisions to:

- a. undertake a significant capital project, programme or activity that is not specified in a Long Term Plan or an Annual Plan or the 2013/16 Three-year Plan;
- b. not undertake a significant capital project, programme or activity that is specified in a Long Term Plan or an Annual Plan or the 2013/16 Three-year Plan.

However, the Council will not consult, or will tailor its consultation to the circumstance, in respect of decisions which, in the Council's judgement, are:

- a. urgent, where failure to make a decision urgently would result in the loss of opportunities which contribute to achieving the Council's strategic directions;

- b. commercially sensitive, in circumstances where public consultation on an issue would compromise commercial sensitivity and could potentially result in substantially increased costs to the Council or the loss of opportunities which contribute to achieving the Council's strategic directions.

In these circumstances the Council will tailor its decision-making processes to allow as much evaluation and consultation as is practicable while either achieving the timeline required or maintaining an appropriate level of commercial sensitivity.

Strategic assets

Section 90 (2) of the Local Government Act 2002 requires the Council to list the assets it considers to be strategic assets. Section 97 of the Act requires that a decision to transfer the ownership or control of a strategic asset to or from the Council, can be taken only if the decision has been explicitly provided for in a statement of proposal in the Council's LTP.

- The assets that the Christchurch City Council considers to be strategic assets are:
- its equity in Christchurch City Holdings Ltd;
- the equity that Christchurch City Holdings Ltd holds in each of the following subsidiaries (each subsidiary is treated as a separate strategic asset for the purposes of this policy);
 - Lyttelton Port Company Limited;
 - Christchurch International Airport Limited;
 - Orion New Zealand Limited;
 - Redbus Limited;
 - Enable Services Ltd Ltd;
 - City Care Limited;
 - Eco Central.

Christchurch City Council

2013 Policy on Significance

- the equity in VBase Ltd held either directly by the Christchurch City Council or through Christchurch City Holdings Limited;
- the following properties held by VBase Ltd:
 - Westpac Stadium;
 - Christchurch Convention Centre*;
 - AMI stadium;
 - Christchurch Town Hall.
- the equity in Civic Building Ltd held either directly by the Christchurch City Council or through Christchurch City Holdings Limited;
- its equity in Transwaste Canterbury Limited;
- the land and buildings as a whole owned by the Council for its public rental housing provision;
- the Christchurch Art Gallery and its permanent collection;
- the library network as a whole including the Central Library*, the suburban libraries and the mobile library service;
- the Christchurch City roading network as a whole;
- the water supply network as a whole including reservoirs, pump stations and reticulation;
- the sewage collection, treatment and disposal system as a whole including the sewers;
- pump stations and treatment works;
- the land drainage system as a whole including the storm water pipe network, the open river system, waterways, wetlands and retention basins;
- the reserves lands as a whole including land held under the Reserves Act and land used for parks, gardens, sports fields, recreational areas and cemeteries;
- the Council's built recreational facilities including its suburban swimming pools (Waltham and Halswell) and indoor pool complexes;
- the system as a whole of off-street parking facilities owned or operated by the Council;
- the public transport infrastructure system as a whole including the Bus Exchange*, bus shelters and other bus related facilities;
- the Council's portfolio of Heritage Assets as a whole (excluding assets specifically acquired for on-selling after providing them with protective covenants);
- harbour structures as a whole, including wharves, jetties, slipways, breakwaters and seawalls;
- the waste management system as a whole including transfer stations.

* *When rebuilt by the Council and if in Council or Council Controlled Organisation ownership.*

Strategic assets as defined above are the assets in total and not the separate elements of the assets. That is, the requirements of section 97 are only triggered if the proposal relates to the asset as a whole or a major sub-part of the asset.

For the avoidance of doubt, the restructuring or renaming of companies in which Council holds equity does not constitute a transfer of ownership or control in relation to Section 97 of the Act provided that Council retains the value of its equity and its existing level of control over subsidiary and associate companies.

There are no proposals in this Draft Three Year Plan that suggest the sale or transfer of ownership of any strategic asset.

Council's obligations under the Local Government Act

The Local Government Act places several obligations on the Council which operate in parallel to this policy. These obligations are:

Section 97, which lists those decisions that can only be made if they are provided for in an LTP, including decisions to significantly alter levels of service for significant activities undertaken by the Council, or to transfer the ownership or control of a strategic asset.

Section 77(1)(c), which requires certain considerations to be made in respect to significant decisions that impact on the relationship of Māori with their ancestral land, water, sites, waahi tapu, valued flora and fauna, and other taonga.



Christchurch Airport

All Departures

Council Controlled Organisations

Christchurch City Three Year Plan
Christchurch Ōtautahi

Council Controlled Organisations

Christchurch City Holdings Limited (Parent)



Christchurch City Holdings Limited (CCHL) is the wholly owned investment arm of Council, holding shares in various trading companies and monitoring other trading companies and their subsidiaries on Council's behalf.

Subsidiary companies

- Orion New Zealand Ltd
- Christchurch International Airport Ltd
- Lyttelton Port Company Ltd
- Enable Services Ltd
- Red Bus Ltd
- City Care Ltd
- Eco Central Ltd

Associate Companies

- Selwyn Plantation Board Ltd

Nature and scope of activities

CCHL's key purpose is to invest in and promote the establishment of key infrastructure, and this now extends to assisting the Council in the rebuild and redevelopment of Christchurch following the Canterbury earthquakes. CCHL will continue to invest in existing and new infrastructural assets such as the electricity distribution network, the airport, port, transport and high speed broadband.

Their strategic approach is to identify infrastructural needs that cannot be filled by the private sector or existing Council operations, then take a role in helping to meet those needs through joint ventures, public-private partnerships, establishing new entities or simply acting as a catalyst for others.

CCHL also encourages and, if necessary will facilitate, appropriate investment by its trading companies when significant upgrades are required to existing infrastructural assets – recent examples being the funder of Enable Networks, and the provision of some of the funding requirements for the construction of the new airport terminal.

Impact of the Canterbury Earthquakes

As a holding company CCHL has no significant physical assets. The Canterbury earthquakes therefore had little or no direct impact on CCHL or its ability to deliver services in the future. However, some of CCHL's subsidiary companies were impacted by the earthquakes. This impact is described on the relevant subsidiary page within this section of the Three-year Plan.

Policies and objectives relating to ownership and control

CCHL was established to group the Council's interest in its trading activities under one umbrella, and to provide an interface between the Council and the commercial activities of its council-controlled trading organisations.

Key performance targets

- CCHL maintains a strategic direction that is consistent with that of the Council, its 100% shareholder.
- corporate governance procedures are appropriate, documented and reflect best practice.
- insure that subsidiary and monitored companies that are CCTOs or CCOs comply with the Local Government Act.

Statement of Financial Performance Targets

	2014	2015	2016
	\$m	\$m	\$m
Net Profit after tax	38.0	44.8	51.8
Ordinary dividend	46.0	46.0	48.0
Equity	1,377.0	1,376.0	1,379.0
Net debt	395.0	409.0	400.0
Ratios			
Shareholder's funds/total assets	77.0%	76.0%	77.0%
Net debt / net debt plus equity	22.3%	22.9%	22.5%
Interest cover (EBIT / Interest)	2.7	2.9	3.3

Please note that this summary is based on the draft 2014/16 SOI.

Council Controlled Organisations

Lyttelton Port Company Limited



The Lyttelton Port Company Ltd (LPC) was established under the Port Companies Act 1988 operating the Port of Lyttelton. Through CCHL, the Council has a 79.6% shareholding in this company.

Nature and scope of activities

LPC will be involved in providing land, facilities, plant and labour for the receiving, delivery, stockpiling, stacking and shipment of a wide range of products; the ownership of land and facilities necessary to maintain the company's commercial assets; and the provision of facilities associated with the repair and servicing of vessels.

Impact of the Canterbury Earthquakes

Following the earthquakes the company embarked on a process of quantifying the extensive damage to the port's assets. LPC's insurers have confirmed reinstatement insurance for the assets the company chose to insure. Following independent expert advice, LPC is now liaising with its insurers on the methodology to be adopted for arriving at an indemnity valuation of key structures.

A Reinstatement and Development Plan is in place which prioritises and programmes the reinstatement of LPC's harbour structures, buildings and utilities. Design work has commenced on a number of those assets. The plan is on the basis that LPC has been advised that the seismic environment has settled down sufficiently to enable the significant rebuild of core assets to proceed as planned.

Throughout the course of the reinstatement of assets it is anticipated that there will be many complex issues. However, LPC is committed to working constructively with its insurers to resolve matters expeditiously as they arise.

Policies and objectives relating to ownership and control

LPC is considered a regional strategic asset and as such the Council wants it to be operated in commercial manner, but also in a way that benefits the region as a whole.

Through a Statement of Intent, the Council establishes broad parameters reflecting the public nature of this company without inhibiting proper commercial management. To continue to do this the Council has a policy of maintaining a controlling interest in this company.

Key performance targets

- to be profitable over the long term.
- to provide outstanding customer service.
- to be an employer of choice.
- to be environmentally and socially responsible.
- the long term target for the ratio of debt to debt plus equity is 50%, to a maximum of 65%.

Statement of Financial Performance targets

LPC is a publicly listed entity. It provides information to shareholders via the New Zealand Stock Exchange on a formal basis, predominantly in the form of half and full year announcements. It is a requirement of the New Zealand Stock Exchange that material information is released to all shareholders concurrently.

With this background, the information that LPC can provide in the SOI is limited to that which is in the public domain.

Please note that this summary is based on the draft 2014/16 SOI.

Council Controlled Organisations

Christchurch International Airport Limited



A company jointly owned by Christchurch City Holdings Limited (75%) and the New Zealand Government (25%). The primary activity of the company is to own and operate Christchurch International Airport efficiently and on sound business principles for the benefit of both commercial and non-commercial aviation users and in accordance with the terms of the aerodrome licence which defines standards and conditions laid down by the Ministry of Transport. .

Nature and scope of activities

Christchurch International Airport Limited (CIAL) operates the airport for the benefit of commercial and non-commercial aviation users, and in accordance with its aerodrome licence.

The company arranges for the design, provision and maintenance of runways, taxiways, turnouts and aprons in co-operation with the Airways Corporation of New Zealand and other airport users. It also seeks to earn revenue by providing services and facilities meeting the needs of air travellers.

In addition to its primary business of serving the aviation industry and its customers, the company will actively market Christchurch, Canterbury and the South Island as a major destination for overseas visitors.

Effect of the Canterbury Earthquakes

CIAL incurred minimal damage from the earthquake events but the wider disruption to the region has had a detrimental impact on international tourism visitors. This is having a short term impact on earnings but the medium to long term outlook remains very positive.

Policies and objectives relating to ownership and control

CIAL is considered a regional strategic asset, and as such the Council wants it to be operated in a commercial manner, but also in a way that benefits the region as a whole.

Through a Statement of Intent, the Council establishes broad parameters reflecting the public nature of this company without inhibiting proper commercial management. To continue to do this the Council has a policy of maintaining a controlling interest in this company.

Key performance targets

- deliver sustainable growth in revenue and earnings
- grow South island tourism and position CIAL as a shaper or future tourism growth.
- deliver superior customer service

Statement of Financial Performance Targets

	2014	2015	2016
	\$m	\$m	\$m
Net Profit after tax	17.3	31.8	44.1
Equity	609.2	629.6	653.2
Total liabilities	441.3	441.1	431.0
Ratios			
Equity ratio	58.0%	58.8%	60.2%
Net debt / net debt plus equity	36.0%	34.3%	30.3%
Interest cover (EBIT / Interest)	3.4	4.0	5.2

Please note that this summary is based on the draft 2014/16 SOI.

Council Controlled Organisations

City Care Limited



City Care Limited is a council controlled trading organisation, 100% owned by the Council through CCHL.

Nature and scope of activities

City Care Limited is in the business of management, construction and maintenance of New Zealand's infrastructure and amenity assets. The company operates in four key market segments – parks, underground services, roading and facilities management.

City Care Limited operates a profitable, sustainable and innovative business. It maintains a strong market presence in all areas of construction and maintenance of the infrastructure and amenity assets owned by its shareholder, the Council.

City Care ensures that there is capacity in the market to meet the Council's emergency obligations. It is therefore an important contractor to the Council.

Impact of the Canterbury Earthquakes

The Canterbury earthquakes did not cause significant damage to City Care's physical assets and has not impacted its ability to deliver services in the future.

City Care is a member of the SCIRT alliance and will have a major involvement in the Christchurch rebuild.

Policies and objectives relating to ownership and control

The Council, through CCHL, is the sole shareholder of this company. It has no current plans to sell down or relinquish control of this company. The company has an important role in the city as a quality contractor. Through the negotiation of an annual Statement of Intent, the Council establishes broad parameters for this company without inhibiting proper commercial management.

Key performance targets

- maintain current client satisfaction levels through annual survey.
- provide a quality service as attested by maintaining accreditation to quality standards such as ISO 14001, ISO 9001 and NZS 4801 and ISO 14064.

Statement of Financial Performance Targets

	2014	2015	2016
	\$m	\$m	\$m
Revenue	367.0	378.0	415.0
Net Profit after tax	15.2	15.6	17.0
Shareholder dividend distribution	7.6	7.8	8.3
Equity	61.0	69.0	77.0
Ratios			
Return on average equity	26.0%	23.0%	23.0%
Shareholders funds/total assets	39.0%	39.0%	40.0%
Net debt / net debt plus equity	49.3%	50.1%	50.9%

Please note that this summary is based on the draft 2014/16 SOI

Council Controlled Organisations

Orion New Zealand Limited



Orion New Zealand Limited (Orion) is an energy network management company in which the Council has an 89.3% shareholding through CCHL.

Subsidiary companies

- Connetics Ltd

Nature and scope of activities

Orion owns and operates the electricity distribution network in central Canterbury between the Waimakariri and Rakaia Rivers, and as far inland as Arthur's Pass. The electricity network covers 8,000 square kilometres of diverse geography, including Christchurch City, Banks Peninsula, farming communities and high country.

Orion's network delivers electricity to around 190,000 homes and businesses. This number has reduced from previous years because of earthquake related demolitions.

Impact of the Canterbury earthquakes

The majority of the network repair and enhancement responses to the earthquakes are completed or underway. The priority over the next three years is to return the network to an acceptable level of resiliency and security.

The earthquakes have shaped many of Orion's intentions and objectives during the three year forecast period of the Statement of Intent (SOI). Orion's response to the earthquakes is the driver of many of the targets within the SOI.

Policies and objectives relating to ownership and control

As Orion is considered a regional strategic asset, the Council wants it to be operated in commercial manner, but also in a way that benefits the region as a whole.

Through a SOI, the Council establishes broad parameters reflecting the public nature of Orion New Zealand without inhibiting proper commercial management. To continue to do this the Council has a policy of maintaining a controlling interest in this company.

Key performance targets

Achieve the following reliability measures for the Orion network overall:

- specific urban and rural duration of supply interruptions targets in minutes per year per connected customer (SAIDI) set: Gazetted NZ weighted average in any one year (166 in 2011).
- specific urban and rural number of supply interruptions per year per connected customer (SAIFI) set: Gazetted weighted average in any one year (1.8 in 2011).

Statement of Financial Performance Targets

	2014	2015	2016
	\$m	\$m	\$m
Net Profit after tax	37.0	33.7	37.5
Fully imputed dividends	31.0	28.5	28.5
Ratios			
Profit after tax to average shareholders equity	5.8%	5.2%	5.8%
Debt percentage	17.0%	24.0%	27.0%
Equity percentage	83.0%	76.0%	73.0%

Please note that this summary is based on the draft 2014/16 SOI.

Council Controlled Organisations

Red Bus Limited



Red Bus Limited (Red Bus) is a council controlled trading enterprise, 100% owned by CCHL. It provides public passenger transport, freighting and ancillary services to domestic and commercial users, including the tourist market.

Nature and scope of activities

Red Bus provides scheduled urban public passenger transport services in Christchurch. The company also delivers a broad base of charter services and operates some commercial urban services.

Impact of the Canterbury earthquakes

An immediate effect of the earthquakes was a large fall in passenger volumes which are now 65% of those pre-earthquake. Full recovery to previous patronage levels will depend on how quickly the Rebuild and Recovery of the Central City progresses, with a substantial recovery some years away as at the time of writing.

Policies and objectives relating to ownership and control

The Council, through CCHL, is the sole shareholder of this company. It has no plans to sell down or relinquish control of this company. The company has an important role in the city as a provider of quality bus services. Through the negotiation of an annual Statement of Intent, the Council establishes broad parameters for this company without inhibiting proper commercial management.

Key performance targets

- workplace safety – maintain at least Secondary ACC accreditation.
- at least 85% of the bus fleet have Euro 2 or higher emission standards.
- at least 55% of staff hold a NZQA qualification.

Statement of Financial Performance Targets

	2014	2015	2016
	\$m	\$m	\$m
Operating Revenue	16.5	16.7	17.0
Equity	37.5	37.8	38.2
Net debt	5.0	5.0	5.0
Ratios			
Shareholders funds to Total Assets	79.3%	79.4%	79.6%

Please note that this summary is based on the draft 2014/16 SOL.

Council Controlled Organisations

EcoCentral Limited



EcoCentral Limited is a council-controlled trading organisation, 100 per cent owned by CCHL.

EcoCentral Ltd oversees the processing of refuse and recycling collections of waste from households and commercial premises throughout the Canterbury region. The company works to reduce the amount of waste going to landfill and finds ways to ensure Christchurch is a leader in recycling.

Nature and scope of activities

EcoCentral Ltd manages:

- EcoSort, a large facility that receives all the Yellow Bin recycling from Christchurch where it is automatically sorted, baled and sold as a reclaimed material. Some of the materials are shipped overseas and some is sent for reuse within New Zealand.
- three EcoDrop transfer stations for managing Christchurch's recycling and refuse for both domestic and commercial waste. Each station has a recycling centre, household hazardous waste drop off area and a refuse area for green waste and hardfill.
- EcoShop, on Blenheim Road, is the retail outlet for the recycled goods rescued from the three Ecodrops, thereby diverting material from landfill. Goods are inspected by workshop staff before they are on sold.

Impact of the Canterbury earthquakes

The earthquake events caused minor operational disruption to EcoCentral Limited and only minor damage to its buildings and infrastructure. EcoCentral Limited received additional volumes of material into its EcoDrops as a consequence of the damage to property in the Canterbury region.

Policies and objectives relating to ownership and control

Following purchase from the Council in January 2011, CCHL is now the sole shareholder of this company. The company has an important role in Christchurch City as a quality handler and processor of recycled material. Through the negotiation of an annual Statement of Intent, the Council, via its 100 per cent ownership of CCHL, establishes broad parameters for this Company without inhibiting proper commercial management.

Key performance targets

- 2% diversion from pit and 1500 tonnes recovered for resale.
- 157,500 EcoShop customers per annum.
- 8% waste percentage at EcoSort.

Statement of Financial Performance Targets

	2014	2015	2016
	\$000	\$000	\$000
Net Profit after tax	597	757	841
Equity	4,763	5,270	5,862
Debt to CCHL	9,000	9,000	9,000
Ratios			
Return on Equity	11.9%	13.1%	12.7%
Shareholders funds to Total Assets	26.6%	27.1%	28.6%

Please note that this summary is based on the draft 2014/16 SOI.

Council Controlled Organisations

Enable Services Limited



This company is a council controlled trading enterprise, 100% owned by Christchurch City Holdings Limited and trades as Enable Networks.

Nature and scope of activities

Christchurch City Networks Ltd commenced operations in January 2007 to deliver open access high-speed fibre optic networks to metropolitan Christchurch. In October 2011 company name was changed to Enable Services Limited.

In May 2011, the Crown awarded Enable the Ultrafast Broadband (UFB) contract covering 180,000 businesses and homes in Christchurch and the surrounding areas. This once-in-50-year infrastructure initiative will see an investment in partnership with the Crown of \$440 million over the next 10 years and will contribute significantly to economic growth in Christchurch.

Policies and objectives relating to ownership and control

Enable Services Ltd is considered a regional strategic asset and as such the Council wants it to be operated in commercial manner, but also in a way that benefits the region as a whole.

Through a Statement of Intent, the Council establishes broad parameters reflecting the public nature of this company without inhibiting proper commercial management. To continue to do this the Council has a policy of maintaining a controlling interest in this company.

Statement of Financial Performance Targets

	2014	2015	2016
	\$m	\$m	\$m
Operating Revenue	62.1	66.6	71.1
Net Profit after tax	(6.0)	(5.5)	(3.8)
Total Assets	122.7	154.3	184.5
Debt	98.0	134.0	169.0
Total liabilities	99.0	135.0	170.0
Equity	21.3	18.8	15.0
Value of investment in ENL - Equity minus	34.8	34.4	32.3
Ratios			
Shareholders equity to Total Assets	17.0%	12.0%	8.0%
Operational performance targets	2014	2015	2016
Number of premises passed (cumulative)	53,516	77,036	100,556
Number of priority premises passed (cumulative)	6,225	8,268	9,290
Number of premises connected (cumulative)	10,060	19,223	30,456
Number of priority premises connected (cumulative)	1,330	2,522	3,984
Schools connected	105	125	169

Please note that this summary is based on the draft 2014/16 SOI.

Council Controlled Organisations

Selwyn Plantation Board Limited



This company is jointly owned by Selwyn District Council (60.7%) and CCHL (39.3%).

Nature and scope of activities

The core business of the company is:

- to liquidate the Company's assets through a well managed and staged realisation. It is expected that this process will be completed during the 2013 calendar year,
- to manage all land holdings through the realisation process to best practice standards and actively pursue the highest possible economic returns from these properties until sold, and
- to manage the cash assets of the business to ensure that a competitive market return from investments is achieved, while at the same time mitigating risks through investment spread across a number of bank term deposits.

Impact of the Canterbury earthquakes

The earthquakes had no serious impact on the company's business.

Policies and objectives relating to ownership and control

The Council, through CCHL, has a minority interest in this company and holds it for investment purposes. It does not regard it as a strategic asset.

Statement of Financial Performance Targets

There are no Financial targets for 2014 and onwards as the board has set a target to liquidate all of the Company's assets by the end of the 2013 calendar year.

Council Controlled Organisations

Central Plains Water Trust



The Central Plains Water Trust (CPWT) was established by the Christchurch City and Selwyn District Councils to facilitate sustainable development of Central Canterbury's water resource.

Trustees of the CPWT were appointed by the two Councils to reflect a broad range of skills and experience in areas such as governance, agriculture, engineering, commerce and resource management. Some Trustee appointments were made following recommendations from the Parliamentary Commissioner for the Environment and Te Runanga O Ngāi Tahu.

The resource consent process has taken over 11 years with the 'take' consents for the Rakaia and Waimakariri Rivers having been lodged in 2001. Since this date there has been a lengthy hearing and appeal mediation process resulting in the Rakaia consent being extended by 10 years to 35 years which now makes it consistent with the Waimakariri term.

Central Plains Water Limited, with assistance from the Trust, has successfully negotiated and settled with all appellants and a final memorandum was filed in the Environment Court so that it could issue the final consents. As part of the settlement process the Trust agreed to an agreement made with Ngāi Tahu for additional Ngāi Tahu representation on the Trust Board, and the settler councils have now endorsed this.

The final resource consents were issued by the Environment Court on 25 July 2012.

Nature and scope of activities

To seek resource consents for the proposed Canterbury Plains Water Enhancement Scheme, and to hold these consents for the use of Central Plains Water Limited.

Effect of the Canterbury Earthquakes

The CPWT has no significant physical assets. The Canterbury earthquakes therefore had little or no direct impact on the CPWT or its ability to deliver services in the future.

Policies and objectives relating to ownership and control

The Council recognises a major regional economic benefit in managing the water resource in the Central Canterbury Plains, including significant employment creation. The Council, through its involvement with the CPWT, hopes to mitigate the adverse effects of any proposed scheme on its own water supply.

Key performance targets

- to provide assistance to Central Plains Water Limited and monitor progress obtaining the necessary resource consents for the Central Plains irrigation scheme on behalf of the CPWT.
- to consult, and develop scheme recreational opportunities and environmental community enhancers.

Please note that this summary is based on the 2012/15 SOI.

Council Controlled Organisations

Vbase Limited



Vbase Limited (Vbase) is a 100% subsidiary of the Council. The Council has entrusted Vbase with ownership and management of the four premier entertainment and event venues – AMI Stadium, Christchurch Town Hall for Performing Arts, Christchurch Convention Centre and CBS Arena.

Subsidiary company

Vbase sold its 100% shareholding in Jet Engine Facility Limited on 29 June 2012.

Nature and scope of activities

Vbase is a property holding and operating company for certain specialist properties or companies that the Council owns. Its responsibilities include:

- the CBS Canterbury Arena,
- the Christchurch Town Hall,
- the Christchurch Convention Centre,
- AMI Stadium (Lancaster Park), and
- overseeing the contracted management of the above and other facilities.

Impact of the Canterbury earthquakes

The earthquake events caused significant disruption to the Vbase business. While the CBS Canterbury Arena has not suffered significant earthquake damage and is operational, Vbase has no ability to provide services from its other venues. It will take several years to build a replacement Convention Centre and Sports Stadium as well as to fully repair the Town Hall venue.

Vbase continues to manage CBS Canterbury Arena and will resume the management of the Town Hall, once repaired, and the Convention Centre and the AMI Sports Facility, once rebuilt.

Policies and objectives relating to ownership and control

Through a Statement of Intent, the Council establishes broad parameters reflecting the public nature of Vbase, without inhibiting its proper commercial management. To continue to do this the Council has a policy of maintaining a controlling interest in this company. The structure of the company has not been changed, but in July 2011 Vbase entered into an agreement with the Council to have its business managed in-house by the Council.

Key performance targets

- maximise event days at CBS Canterbury Arena and all venues once they are operational.
- facilitate access to the venues for local sporting, charitable and cultural organisations.

Statement of Financial Performance Targets

	2014	2015	2016
	\$000	\$000	\$000
Operating Revenue	14,129	13,144	-
Operating and other expenses	22,509	22,793	-
Net deficit after tax	(7,079)	(6,914)	-
Forecast capital structure			
Equity	222,000	215,000	-
Debt	34,000	34,000	-
Total Assets	309,000	302,000	-
Ratios			
Shareholders ratios (Shareholders Funds to Total Assets)	71.8%	71.2%	-

Please note that this summary is based on the 2012/15 SOI and will be updated upon receipt of the 2013/14 SOI

Council Controlled Organisations

Tuam Limited

This company is a council-controlled trading enterprise, 100% owned by the Council.

Nature and scope of activities

The primary objective of Tuam was to own the former council civic buildings and adjacent Tuam St car park and manage them on a commercial and co-ordinated basis consistent with the Council's strategies and plans.

With the rebuild of Christchurch the properties have been identified by the Central City Development Unit (CCDU) as the location of the bus exchange and part of the southern frame. As a result, the properties will be sold to the CCDU during the 2012/13 financial year and Tuam will invest the proceeds consistent with the Council's strategies and plans.

Tuam is regarded as a 'for profit' CCTO.

Policies and objectives relating to ownership and control

This company owns former Council property and manages it on a commercial and co-ordinated basis. Through a Statement of Intent, the Council established broad parameters reflecting the public nature of this company without inhibiting commercial management. To continue to do this the Council maintains a controlling interest in this company.

Key performance targets

- Tuam will repay its outstanding debt to Council on receipt of the proceeds from the sale of its properties.
- The company meets all relevant legislative and contractual requirements with no breaches of legislative or contractual requirements are recorded.

Key financial indicators

As the Company is still in the process of negotiating the sale price for its investment property with the CCDU and settling the insurance claims on its buildings at this time it cannot accurately determine the financial implications from this transaction.

It is the Company's intention to repay the debt owing to its shareholder of \$4.75 million on the receipt of the sale proceeds.

The remaining surplus funds will be invested in cash deposits while the Company investigates other commercial property investments.

Council Controlled Organisations

Civic Building Limited

This company is a council-controlled trading enterprise, 100% owned by the Council. The company was incorporated on 12 October 2007 and amalgamated with its wholly owned subsidiary Tuam 2 Limited on 30 June 2009.

Nature and scope of activities

Civic Building Limited (CBL) owns a 50 per cent interest of the Christchurch Civic Building unincorporated joint venture with Ngai Tahu Property Ltd. The joint venture owns the new Civic Building in Hereford Street.

Impact of the Canterbury earthquakes

The building was damaged in the 2010 and 2011 Canterbury earthquakes. The tenants vacated the building while repairs were being carried out and moved back into the building at the beginning of November 2011. There is not considered to be any material earthquake related impact on the financial performance targets for 2014-2016.

Policies and objectives relating to ownership and control

Through a Statement of Intent, the Council established broad parameters around the design and refurbishment milestones, and management of the financial targets.

Key performance targets

- ensure a comprehensive management agreement is in place for management of the new Civic Building.
- ensure the Civic Building operates in a manner that preserves Green Star 6 accreditation features.

Statement of Financial Performance Targets

	2014	2015	2016
	\$000	\$000	\$000
Operating Revenue	5,122	5,078	5,032
Operating and other expenses	6,289	6,205	6,196
Net deficit after tax	(840)	(760)	(785)
Forecast capital structure			
Debt	57,688	56,488	56,088
Total Assets	60,269	58,646	57,732
Ratios			
Shareholders ratios (Shareholders Funds to Total Assets)	-11.6%	-13.2%	-14.8%

Please note that this summary is based on the draft 2014/16 SOI.

Council Controlled Organisations

Transwaste Canterbury Limited



Transwaste Canterbury Limited was incorporated on 31 March 1999 with the principal purposes of selecting, consenting, developing, owning and operating a non-hazardous regional landfill in Canterbury. The landfill was opened on 8 June 2005. Transwaste is a joint venture between local authorities in the region and Transpacific Industries Group (NZ) Limited, with Council owning 38.9 per cent.

Nature and scope of activities

Transwaste's primary activity is to own and operate a non-hazardous municipal waste regional landfill at Kate Valley in Canterbury, including the haulage of solid wastes from transfer stations throughout the Canterbury region.

Transwaste will, in due course, invest in alternatives to landfill for solid waste disposal, should these alternatives be more environmentally sustainable and cost effective as well as utilise the land fill gas produced over time in an economically and environmentally sustainable manner.

Transwaste also holds additional land to that used for landfill operations and seeks to optimise both the utilisation of the land resources for the benefit of landfill operations and the value of the property over time. This includes a long term forestry plan.

Transwaste will continue to develop the Tiromoana Bush native forest reestablishment and public recreation concept.

Transwaste also owns and operates a Christchurch earthquake demolition waste material management and recycling facility and operate a landfill at Burwood for disposal of residual demolition waste, through the Company's subsidiary, Burwood Resource Recovery Park Limited (BRRP);

Impact of the Canterbury earthquakes

Transwaste has not suffered any significant damage to physical assets as a result of the earthquakes and its ability to deliver services in 2013 and beyond has not been impaired

Policies and objectives relating to ownership and control

It is critical that waste management achieves not only commercial requirements, but also wider social and economic objectives. Therefore Council has a policy of maintaining, together with other local authorities in the region, an equal interest in residual waste disposal activities.

Key performance targets

- ensure landfill is available to waste transporters for more than 99% of normal annual transport access hours.
- operate with no proven breaches of Resource Management Act consents.
- Continue to implement the native forest restoration project in accordance with the Tiromoana Bush management plan.

Statement of Financial Performance Targets

	2014	2015	2016
	\$000	\$000	\$000
Operating revenue	33,421	34,871	36,487
EBIT	11,853	12,924	14,393
Dividends	6.9	7.6	8.6
Ratios			
Average return on invested Capital	10.0%	10.0%	11.0%
Shareholders funds to total assets	37.0%	44.0%	44.0%

Please note that this summary is based on the draft 2014/16 SOL.

Council Controlled Organisations

Riccarton Bush Trust

Riccarton Bush Trust manages a 6.4 hectare native bush remnant gifted to the people of Canterbury in 1914. The trust manages Riccarton House and its 5.4 hectares of grounds including Deans Cottage, the first house built on the Canterbury Plains.

Incorporated under a 1914 Act of Parliament, a series of amendments, the most recent being the Riccarton Bush Amendment Act 2012 give the Riccarton Bush Trust the power to levy the Council for funding which contributes towards the maintenance and operation of Riccarton Bush, Riccarton House and its grounds. The Council appoints five of the eight members on the Trust Board.

Nature and scope of activities

The Trust maintains and operates Riccarton Bush, Riccarton House and its grounds.

Impact of the Canterbury earthquakes

Riccarton House was extensively damaged in the 2010 and 2011 earthquakes. The estimated repair bill is \$1.8 million which will be covered by insurance. The Trust will be liable for a total of \$121,670 for strengthening works and the excess on the insurance claim.

Key performance targets

- updating of the management plan for Riccarton House and Bush, as required by the amendment to the Riccarton Bush Act.
- maintenance and upgrade of facilities. As well as successfully completing the upgrade of the commercial kitchen the priority will be repairing the damage caused by the earthquake.

Statement of Financial Performance Targets

	2014	2015	2016
	\$000	\$000	\$000
Operating Revenue	383	412	420
Operating and other expenses	378	416	419
Net surplus/(deficit) for the year	5	(4)	1
Forecast capital structure			
Equity	6,373	6,380	7,389
Debt	-	-	-
Ratios			
Shareholders ratios (Shareholders Funds to Total Assets)	100%	100%	100%

Please note that this summary is based on the draft 2014/16 SOI.

Council Controlled Organisations

Christchurch Agency for Energy Trust



The Christchurch Agency for Energy Trust (The 'Trust') is a Charitable trust established by the Council on 13 July 2010. The primary purpose of the Trust is to promote energy efficiency initiatives and the use of renewable energy in Christchurch.

Nature and scope of activities

- In order to pursue its charitable objects the Trust has committed to undertaking the following activities:
- by building on the range of initiatives included in the Sustainable Energy Strategy for Christchurch 2008-2018, published by the Council, the Agency is developing a work program and a structure to manage the delivery of initiatives including those brought in by other parties. The initial focus is the delivery of Christchurch based projects and "localising" relevant Energy Efficiency and Conservation Authority projects.
- providing an educational role with a primary focus of raising awareness about energy efficiency and renewable energy options as a value proposition with initial focus on homeowners and architects/designers.
- acting as a broker facilitating projects that deliver benefits to businesses and larger organisations (including schools, hospitals and the transport sector).
- lobbying Government and government agencies, particularly in the area of legislative and rule changes impacting on energy efficiency and the use of renewable energy.

- exploring and developing initiatives relating to improvement in energy efficiency and increased use of renewable forms of energy.

Impact of the Canterbury earthquakes

The Trust has no significant physical assets. The Canterbury earthquakes therefore had little or no direct impact on its ability to deliver services in the future.

Key performance targets

- education role – carry out annual survey of public awareness on energy efficiency and renewable energy issues.
- brokerage role – review matters raised by the community in Energy Dialogues component of EA12 as well as ongoing implementation of an Energy Design Scheme for major buildings.
- influencing role – where the Trust considers it appropriate it will make submissions on, or suggest changes to, legislation and/or regulatory changes impacting on energy efficiency and the use of renewable energy, particularly as it relates to Christchurch.
- exploring and developing initiatives – report on new initiatives identified during the year, for current or future action by the Trust.

Statement of Financial Performance Targets

	2014	2015	2016
	\$000	\$000	\$000
Prior year unspent funds	586	-	-
Revenue	653	678	275
Committed expenses	1,206	710	275
Discretionary expenses*	32	(32)	-

* Access to Discretionary expenses require a Trustees resolution.

Access to Discretionary expenses requires a Trustee resolution as this represents the utilisation of prior years surpluses.

Please note that this summary is based on the draft 2014-16 SOI.

Council Controlled Organisations

Rod Donald Banks Peninsula Trust

The Rod Donald Banks Peninsula Trust (the Trust) is a Charitable Trust and was created by the Council on 12 July 2010. The Trust was established to honour the memory of Rod Donald and his commitment to Banks Peninsula and the Trust exists for the benefit of the present and future inhabitants of the Banks Peninsula and visitors to the region. The Trust's long term vision is to restore the Banks Peninsula to its traditional status as Te Pataka o Rakaihautu – the storehouse that nourishes. In pursuit of this vision the Trust promotes the sustainable management and conservation of the natural environment of the Banks Peninsula.

Nature and scope of activities

The Trust recognises the community as being of critical importance to the achievement of its charitable objects and focuses its efforts on engaging with groups and projects which have similar aims. The Trust acts as a facilitator, conduit and connector to assist these groups and projects in the pursuit of their common goals. The Trust's hallmark is entrepreneurship and practical achievement, values important to Rod Donald, and it uses its funds to assist individual groups and projects to achieve goals that they cannot otherwise achieve on their own.

Impact of the Canterbury earthquakes

The Trust has no significant physical assets. The Canterbury earthquakes therefore had little or no direct impact on its ability to deliver services in the future.

Key performance targets

- keep the public and relevant interest groups well informed about on-going activities and progress of the Trust.
- develop relationships with, and gain the trust of, existing interest groups on Banks Peninsula with aims aligned to those of the Trust, along with relevant government agencies and territorial authorities.
- invest the trust fund prudently to minimise risk to the capital while achieving the aims of local and ethical investment and keep annual operating costs within the income generated from the invested funds.

Statement of Financial Performance Targets

	2014	2015	2016
	\$000	\$000	\$000
Operating surplus			
Revenue	144	130	116
Operational expenditure	45	46	47
Committed Grants	50	50	50
Minor projects	30	31	31
Operating Surplus/ Deficit	19	4	(12)
Capital grants and project expenditure	346	346	346
Forecast capital structure			
Closing balance of Trust funds	3,208	2,865	2,507

Please note that this summary is based on the draft 2014/16 SOI.



Council Controlled Organisations

World Buskers' Festival Trust

The World Buskers' Festival Trust (the Trust) is a Charitable Trust established by the Council on 1 July 2010. The primary purpose of the Trust is to hold an annual international buskers festival in Christchurch and apply surplus funds generated by the festival towards promoting street theatre as a performing art in New Zealand.

Nature and scope of activities

- The Trust is established for charitable objects that include the following:
 - holding an annual buskers festival in Christchurch.
 - fostering the growth of street theatre as a performing art in New Zealand.
 - encouraging the participation of the wider community as audiences and performers in street theatre as a recreational activity.
 - increasing the importance of street theatre as part of our cultural community.
 - furthering the objects and activities of the Trust.
 - generating capital and income to further the aims and objects of the Trust.
 - working in conjunction with other groups, bodies and organisations having aims and objects in common with the Trust.

Impact of the Canterbury earthquakes

The Canterbury earthquakes have impacted the Trust by reducing the number of venues available to the festival and have resulted in the Trust utilising and erecting temporary venues in Hagley Park to host the festival.

Key performance targets

- attract at least 300,000 visits.
- a minimum of 90% of visitors are satisfied with the festival.
- generate surplus for future festival development.

Statement of Financial Performance Targets

	2014	2015	2016
	\$000	\$000	\$000
Revenue	1,815	1,815	1,815
Expenses	1,815	1,814	1,814
Surplus	-	1	1

Please note that this summary is based on the draft 2014/16 SOL.

Council Controlled Organisations

Canterbury Development Corporation Holdings Limited

Canterbury Development Corporation Holdings Limited (CDCH) is 100% owned by Council. It was incorporated on 4 May 2012 as CCC Four Limited and on 1 July 2012 it acquired full ownership Canterbury Development Corporation Limited (CDC).

CDC was set up as a limited liability trust company by Council on 5 December 1983. In 2003 the CDC Trust was settled by Council as CDC Limited shareholder. This Charitable Trust was subsequently found to be invalid by the High Court so ownership of CDC was transferred to CDCH.

Subsidiary companies

- Canterbury Development Corporation Limited

Nature and scope of activities

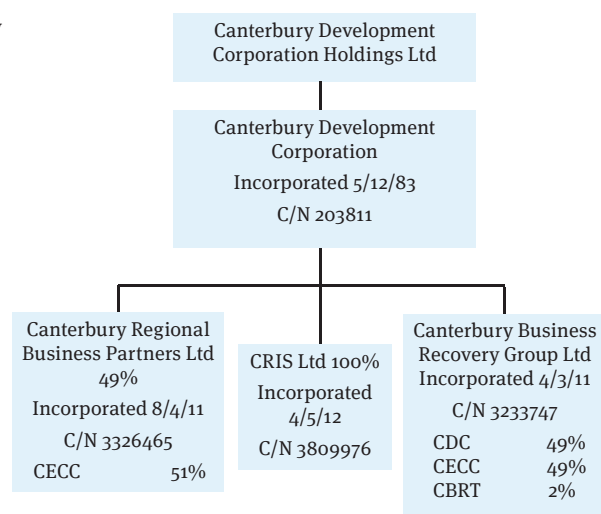
CDCH acts as holding company for CDC. CDC acts as the economic development agency for Christchurch City and its interaction with the wider Canterbury economy. CDC plays an important role facilitating economic growth within the region. It takes a long term view of the economy using analysis and evidence based modelling to identify the keys areas in which either CDC itself or others can make interventions that will have the highest possible positive impact on the local community. CDC is non-profit entity and acts for the public good. CDC considers the environment and the community in all of its activities.

As part of its function to develop the economy CDC has been instrumental in the establishment of a number of entities and is the sole shareholder of CRIS Limited; established as an investment vehicle to fund early stage innovation companies in the region and to facilitate the development of the Canterbury Regional Innovation System.

CDC is also a Joint Venture (JV) partner with the Canterbury Employers' Chamber of Commerce in Canterbury Regional Business Partner Limited, a regional vehicle funded by the Ministry of Business, Innovation & Employment (MBIE) to drive increased capability in

the SME sector; and the Canterbury Business Recovery Group Ltd (Recover Canterbury), founded following the 2010 and 2011 earthquakes to support small businesses through their recovery from events subsequent to the earthquakes.

Canterbury Development Corporation Holdings Ltd Structure as at February 2013



Impact of the Canterbury earthquakes

CDCH and CDC have minimal physical assets and the Canterbury earthquakes had little or no direct impact on the Corporation's ability to deliver services in the future.

Policies and objectives relating to ownership and control

The Council, is the sole shareholder of this company. It has no plans to sell down or relinquish control of this company. The company has an important role in the city by being responsible for the development and

stewardship of the Christchurch Economic Development Strategy. Through the negotiation of an annual Statement of Intent, the Council establishes broad parameters for this company without inhibiting proper commercial management.

Key performance targets

- to provide economic development leadership for Christchurch through the CEDS.
- to maintain centres of expertise in economic research, workforce and infrastructure.
- to initiate and/or implements projects identified through CEDS.
- to lead the Canterbury Regional Innovation System.
- to facilitate the development of key sectors and specific high growth potential business within these sectors to achieve national and local government growth agendas.
- To facilitate business recovery.

Statement of Financial Performance Targets

	2014	2015	2016
	\$000	\$000	\$000
Council funding	4,235	4,341	4,449
Other funding	1,266	1,266	1,266
Ratios			
Shareholders funds/total assets	80%	79%	78%

Please note that this summary is based on the draft 2014/16 SOI

Council Controlled Organisations

Gardens Event Trust

The Gardens Event Trust is a Charitable Trust established by the Council on 18 December 2008. The primary purpose of the Trust is to raise the community's awareness of the benefits of good horticultural, floricultural and landscape construction and design practices and encourage active participation in these practices across all cultures and age groups.

Nature and scope of activities

In order to pursue its Charitable Objects the Trust focuses on the following activities:

- fostering, promoting and increasing the knowledge of the public as to horticulture, floriculture, landscape construction, landscape design and cuisine.
- providing support for schools of learning and establishing scholarships and prizes in areas of horticulture, floriculture, landscape design and construction.
- promoting gardening as a leisure activity across all cultures, genders and age groups in New Zealand.
- promoting and maintaining the health and safety of the public or any section of the public.

Impact of the Canterbury earthquakes

The Trust has no significant physical assets. The Canterbury earthquakes therefore had little or no direct impact on its ability to deliver services in the future.

Key performance targets

No Statement of Intent has been requested from the Trust.



Capital Endowment Fund

Christchurch City Three Year Plan
Christchurch Ōtautahi

Christchurch City Council

Capital Endowment Fund

In April 2001, Council set up a Capital Endowment Fund of \$75 million. This fund was established using a share of the proceeds from the sale of Orion's investment in a gas company. The Fund provides an ongoing income stream which can be applied to economic development and civic and community projects.

Current Council resolutions in respect of the fund are;

1. that the income from the fund be allocated each year in the following way:

Economic Development	70%
Civic and Community	30%

The above general categories be reviewed on a three yearly cycle, the next review aligning with the 2013/16 Three-year Plan, or if the interest earned from the fund changes significantly (increase or decrease) within the intervening years.

2. that if desired, funding for a particular category be carried forward to another year,
3. that no single project be funded for more than three years, except in exceptional circumstances,
4. that the capital of the fund will not be used unless 80% of councillors vote in favour,
5. funds are managed in accordance with Council's Investment Policy.
6. With regards the Civic and Community portion; projects implement a strong community strategic plan, projects are of city-wide benefit, priority is given to new community facilities, only projects greater than \$50k will be considered (limitation does not apply to the special one off projects scheme).

Christchurch City Council

Capital Endowment Fund

Annual Plan		Three-year Plan 2013 - 2016		
2012/13	Fund Movements:	2013/14	2014/15	2015/16
		\$000		
100,102	Inflation protected Capital opening balance	100,102	100,102	101,374
2,802	Plus inflation protection	-	1,272	1,155
102,904	Total inflation protected Capital closing balance	100,102	101,374	102,529
853	Unallocated funds brought forward	70	192	(126)
1,760	Plus Net Interest Earnings excluding inflation protection	4,740	3,421	3,350
2,613	Funds available for distribution	4,810	3,613	3,224
(2,565)	Total funding allocations	(4,618)	(3,739)	(4,322)
48	Unallocated funds carried forward (overspend)	192	(126)	(1,098)
	Funding Allocations:			
	Economic Development Initiatives			
(500)	CDC special projects	(850)	(1,000)	(1,000)
(850)	CCT special projects	(850)	(1,000)	(1,000)
	Community Events			
(1,115)	Iconic Events (Cup & Show Week, PGA Golf, Antarctic Festival)	(1,050)	(1,050)	(1,050)
(25)	World Bowls	(25)	(25)	(200)
(75)	FIFA Under 20 Mens Football World Cup	(75)	(75)	(200)
-	Events (Unallocated)	(60)	(60)	-
	Civic and Community Initiatives			
-	Civic and Community Grants (special one off projects scheme)	(1,605)	-	-
	Suburban Masterplans debt servicing	(103)	(529)	(872)
(2,565)	Total Allocations	(4,618)	(3,739)	(4,322)



Christchurch City Three Year Plan (TYP).
This document includes the Council's annual Financial Plan and Programme.