

**Waipuna/  
Halswell-Hornby-Riccarton Community Board  
AGENDA**

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**Notice of Meeting:**

An ordinary meeting of the Waipuna/Halswell-Hornby-Riccarton Community Board will be held on:

**Date:** Tuesday 30 March 2021  
**Time:** 5pm  
**Venue:** Knights Stream School Hall, 1 Killarney Avenue,  
Halswell

**Membership**

Chairperson	Mike Mora
Deputy Chairperson	Helen Broughton
Members	Jimmy Chen
	Catherine Chu
	Gamal Fouda
	Anne Galloway
	Andrei Moore
	Debbie Mora
	Mark Peters

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**24 March 2021**

Matthew Pratt  
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## Ōtautahi-Christchurch is a city of opportunity for all

Open to new ideas, new people and new ways of doing things – a city where anything is possible

### Principles

Being open, transparent and democratically accountable	Promoting equity, valuing diversity and fostering inclusion	Taking an inter-generational approach to sustainable development, prioritising the social, economic and cultural wellbeing of people and communities and the quality of the environment, now and into the future	Building on the relationship with Te Rūnanga o Ngāi Tahu and the Te Hononga-Council Papatipu Rūnanga partnership, reflecting mutual understanding and respect	Ensuring the diversity and interests of our communities across the city and the district are reflected in decision-making	Actively collaborating and co-operating with other local, regional and national organisations
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### Community Outcomes

<b>Resilient communities</b> Strong sense of community Active participation in civic life Safe and healthy communities Celebration of our identity through arts, culture, heritage, sport and recreation Valuing the voices of all cultures and ages (including children)	<b>Liveable city</b> Vibrant and thriving city centre Sustainable suburban and rural centres A well connected and accessible city promoting active and public transport Sufficient supply of, and access to, a range of housing 21st century garden city we are proud to live in	<b>Healthy environment</b> Healthy water bodies High quality drinking water Unique landscapes and indigenous biodiversity are valued and stewardship exercised Sustainable use of resources and minimising waste	<b>Prosperous economy</b> Great place for people, business and investment An inclusive, equitable economy with broad-based prosperity for all A productive, adaptive and resilient economic base Modern and robust city infrastructure and community facilities
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### Strategic Priorities

Enabling active and connected communities to own their future	Meeting the challenge of climate change through every means available	Ensuring a high quality drinking water supply that is safe and sustainable	Accelerating the momentum the city needs	Ensuring rates are affordable and sustainable
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### Ensuring we get core business done while delivering on our Strategic Priorities and achieving our Community Outcomes

Engagement with the community and partners	Strategies, Plans and Partnerships	Long Term Plan and Annual Plan	Our service delivery approach	Monitoring and reporting on our progress
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Part A	Matters Requiring a Council Decision
Part B	Reports for Information
Part C	Decisions Under Delegation

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## **1. Apologies / Ngā Whakapāha**

At the close of the agenda no apologies had been received.

## **2. Declarations of Interest / Ngā Whakapuaki Aronga**

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

## **3. Confirmation of Previous Minutes / Te Whakaāe o te hui o mua**

That the minutes of the Waipuna/Halswell-Hornby-Riccarton Community Board meeting held on [Tuesday, 16 March 2021](#) be confirmed (refer page 5).

## **4. Public Forum / Te Huinga Whānui**

A period of up to 30 minutes is available for people to speak for up to five minutes on any issue that is not the subject of a separate hearings process.

The public forum will be held at 5pm.

## **5. Deputations by Appointment / Ngā Huinga Whakaritenga**

Deputations may be heard on a matter or matters covered by a report on this agenda and approved by the Chairperson.

There were no deputations by appointment at the time the agenda was prepared.

## **6. Presentation of Petitions / Ngā Pākikitanga**

There were no petitions received at the time the agenda was prepared.



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## Waipuna/Halswell-Hornby-Riccarton Community Board OPEN MINUTES

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**Date:** Tuesday 16 March 2021  
**Time:** 5pm  
**Venue:** Horoea Room, Rārākau: Riccarton Centre,  
199 Clarence Street, Christchurch

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**Present**

Chairperson	Mike Mora
Deputy Chairperson	Helen Broughton
Members	Jimmy Chen
	Catherine Chu
	Anne Galloway
	Andrei Moore
	Debbie Mora
	Mark Peters

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16 March 2021

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**Part A Matters Requiring a Council Decision**

**Part B Reports for Information**

**Part C Decisions Under Delegation**

The meeting held a minute's silence to acknowledge the two year anniversary of the Christchurch Mosque Attacks.

The agenda was dealt with in the following order.

**1. Apologies / Ngā Whakapāha**

**Part C**

**Community Board Resolved HHRB/2021/00008**

That the apologies received from Gamal Fouda for absence and Debbie Mora for early departure, be accepted.

Mike Mora/Mark Peters

Carried

**2. Declarations of Interest / Ngā Whakapuaki Aronga**

**Part B**

Debbie Mora declared an interest in Item 9.4 – Community Patrol Riccarton.

**3. Confirmation of Previous Minutes / Te Whakaāe o te hui o mua**

**Part C**

**Community Board Resolved HHRB/2021/00009**

That the minutes of the Waipuna/Halswell-Hornby-Riccarton Community Board meeting held on Tuesday, 2 March 2021 be confirmed subject to item 10.2 be amended to read as follows:

That the numbering on the Hebe Road, Wigram – Proposed No Stopping Restrictions Report be amended to reflect the staff recommendation.

That the below changes be made under Elected Members' Information Exchange.

**10.2 Yaldhurst Village Earthworks**

The Board discussed residents' concerns regarding earthworks to fill in ~~the~~ a stormwater discharge drain retention/detention basin (on Furlong Drive, Yaldhurst) that could cut off stormwater discharge of existing properties.

The Board agreed to request staff to provide advice on whether there is consent for current earthworks on Furlong Drive ~~in the stormwater retention/detention basin are on Furlong Drive~~ and whether the works will inhibit the ability of residents of Yaldhurst Village to discharge stormwater now and in the future.

Helen Broughton/Mark Peters

Carried

## 4. Public Forum / Te Huinga Whānui

### Part B

#### 4.1 Halswell Residents Association

David Hawke and John Bennett, representatives from the Halswell Resident Association, addressed the Board regarding concerns they have in relation to the proposed Go Kart Club relocation, Council owned land in Halswell and the dog park in Halswell. They asked for a briefing on development in Halswell.

After questions from members, the Chairperson thanked David Hawke and John Bennett for their presentation.

#### 4.2 Karolin Potter

Karolin Potter, Waihoru/Spreydon-Cashmere Community Board Chairperson, addressed the Board asking the Waipuna/Halswell-Hornby-Riccarton Community Board to support a request for a cycleway from Westmorland/Cracroft to Cashmere High School and to include this in the Board's Long Term Plan submission. Ms Potter also raised her concerns regarding the process around the road opening on Gosforth Way.

After questions from members, the Chairperson thanked Karolin Potter for her presentation.

#### 4.3 Just Dirt Trust

Selwyn Eagle from Just Dirt Trust, provided the Board with an update and also took the opportunity to thank the Board for their previous support. Mr Eagle mentioned that it was Just Dirt Trust's 10<sup>th</sup> year and their philosophy was to give everyone in New Zealand the means to grow their own vegetables.

After questions from members, the Chairperson thanked Selwyn Eagle for his presentation.

#### 4.4 CDN Trust

James Harris, representative from CDN Trust, addressed the Board regarding concerns in relation to the proposed closure of the Riccarton Bus Lounge as mentioned in the Draft Long Term Plan 2021-2031. Mr Harris indicated that a youth space is needed in Riccarton. Mr Harris also thanked the Board for the on-going support.

After questions from members, the Chairperson thanked James Harris for his presentation.

#### 4.5 Halswell River Rating District Liaison Committee

Ross McFarlane provided the Board with an update on the Halswell River Rating District Liaison Committee. Mr McFarlane is a representative on the committee and raised his concerns regarding the proposed Council land drainage charge changes. Specifically Mr MacFarlane noted that residents in Halswell currently pay a charge to Environment Canterbury, therefore will be charged twice with the proposal.

After questions from members, the Chairperson thanked Ross McFarlane for his presentation.

### Attachments

- A Ross McFarlane Presentation

Debbie Mora left the meeting at 5.30pm.

#### 4.6 Wharenui Gators

Zac Lilburne addressed the Board on behalf of Wharenui Gators, requesting that local basketball courts be upgraded. He also updated the Board on work being done in upgrading Branston and Harrington Parks.

After questions from members, the Chairperson thanked Zac Lilburne for his presentation.

#### Attachments

- A Wharenui Gators Basketball Courts Presentation

#### 4.7 Te Whare Awhero

Cary Ewing, director of Te Whare Awhero provided the Board with an update on the work they have been doing recently with the Community Welcoming Programme and that they have started their community survey on Hornby. Mr Ewing also took the opportunity to thank the Board for their support.

After questions from members, the Chairperson thanked Cary Ewing for his presentation.

### 5. Deputations by Appointment / Ngā Huinga Whakaritenga

#### Part B

There were no deputations by appointment.

### 6. Presentation of Petitions / Ngā Pākikitanga

#### Part B

There was no presentation of petitions.

### 7. Halswell Domain - New accessible play equipment

**Community Board Resolved HHRB/2021/00010 Original Officer Recommendation accepted without change)**

#### Part C

That the Waipuna/Halswell-Hornby-Riccarton Community Board:

1. Approves the landscape plan for new accessible play equipment and safety surfacing at Halswell Domain as per **attachment A** – LP387401 to the staff report on the meeting agenda.

Anne Galloway/Helen Broughton

**Carried**

## 8. Sale of part - 66 Quaifes Rd

### Officer Recommendations / Ngā Tūtohu

That the Waipuna/Halswell-Hornby-Riccarton Community Board recommends to the Council that it:

1. Declares surplus that part of 66 Quaifes Road shown shaded yellow on the plan at 6.2 in the report attached to the meeting agenda, comprising approximately 3.67 Hectares (subject to survey).
2. Delegates to the Manager Property Consultancy authority to enter into such documentation and to take such steps considered expedient or necessary to effect a sale on behalf of Council.
3. Notes that the Manager Property Consultancy in the exercise of the delegation in 2 above, provides the ability for the buried Matai trees to be salvaged if this is at no cost to Council.

### Community Board Decided HHRB/2021/00011

#### Part A

That the Waipuna/Halswell-Hornby-Riccarton Community Board recommends that the Council:

- a) Retains no less than one third of the land at 66 Quaifes Road, Halswell.
- b) Declares surplus two thirds of the part of 66 Quaifes Road shown shaded yellow on the plan at 6.2 in the report attached to the meeting agenda, comprising approximately 2.4 Hectares (subject to survey).
- c) Gives weighting, through the tender process for no more than two thirds of the land, to developers proposing a portion of affordable housing for first home buyers in their development.
- d) Delegates to the Manager Property Consultancy authority to enter into such documentation and to take such steps considered expedient or necessary to effect a sale on behalf of Council.
- e) Notes that the Manager Property Consultancy in the exercise of the delegation in d) above, provides the ability for the buried Matai trees to be salvaged if this is at no cost to Council.

Andrei Moore/Mark Peters

**Carried**

**9. Waipuna/Halswell-Hornby Riccarton Community Board Discretionary Response Fund Applications - Chinese Joyful Club, Halswell Residents Association, Hornby Rugby Football Club and Community Patrol Riccarton.**

**Officer Recommendations / Ngā Tūtohu**

That the Waipuna/Halswell-Hornby-Riccarton Community Board:

1. Approves a grant of \$1,500 from its 2020-21 Discretionary Response Fund to Chinese Joyful Club towards the Senior Group Programme.
2. Approves a grant of \$4,500 from its 2020-21 Discretionary Response Fund to Halswell Residents Association Incorporated towards Ground Penetrating Radar Scanning and Excavation of Matai Stumps.
3. Approves a grant of \$850 from its 2020-21 Discretionary Response Fund to Hornby Rugby Football Club towards First Aid Kits for Junior Teams.
4. Approves a grant of \$1,000 from its 2020-21 Discretionary Response Fund to Community Patrol Riccarton towards Recruitment and Promotional Material.

**Community Board Resolved HHRB/2021/00012**

**Part C**

That the Waipuna/Halswell-Hornby-Riccarton Community Board:

1. Approves a grant of \$2,000 from its 2020-21 Discretionary Response Fund to Chinese Joyful Club towards the Senior Group Programme.
2. Approves a grant of \$4,500 from its 2020-21 Discretionary Response Fund to Halswell Residents Association Incorporated towards Ground Penetrating Radar Scanning and Excavation of Matai Stumps.
3. Approves a grant of \$850 from its 2020-21 Discretionary Response Fund to Hornby Rugby Football Club towards First Aid Kits for Junior Teams.
4. Approves a grant of \$1,000 from its 2020-21 Discretionary Response Fund to Community Patrol Riccarton towards Recruitment and Promotional Material.

Jimmy Chen/Catherine Chu

**Carried**



## 10. Waipuna/Halswell-Hornby-Riccarton Community Board Area Report - March 2021

### Officer Recommendations / Ngā Tūtohu

That the Waipuna/Halswell-Hornby-Riccarton Community Board:

1. Receives the Waipuna/Halswell-Hornby-Riccarton Community Board Area Report for March 2021.

### Community Board Resolved HHRB/2021/00013

#### Part B

That the Waipuna/Halswell-Hornby-Riccarton Community Board:

1. Receives the Waipuna/Halswell-Hornby-Riccarton Community Board Area Report for March 2021.
2. Notes that the attachments to the staff memorandums in attachments D and E have been separately circulated and will be linked to the meeting minutes.
3. Notes that staff will make contact with the concerned resident at Hinau Street, Riccarton.

Catherine Chu/Mark Peters

Carried

#### Attachments

- A Branston Park PIL With Feedback Form 2020-12-22
- B Branston Park Plan

## 11. Elected Members' Information Exchange / Te Whakawhiti Whakaaro o Te Kāhui Amorangi

#### Part B

Board members exchanged information on the following:

- Issue with abandoned car on Betwin Avenue has been resolved.
- Ravensdown site visit has been rearranged.
- Member met with local police constable regarding ongoing issues with Wycola park.
- Mike Mora's meeting with Ōtautahi Community Housing still to be organised.
- Parking issues in Brigham Drive is still a work in progress.
- Quarry Group made a deputation at a recent Environment Canterbury meeting and they felt that it was well received.
- Hello Hornby and Connect events went well and staff were thanked for their roles in organising the events.

- Member acknowledge the mahi from staff regarding the park in Wigram Skies.
- Member attended Aidanfield Christian School fair.
- Member expressed frustration with the Long Term Plan process
- Drop in session for LTP in Hornby required.
- Work at Kyle Park starting.
- Weeds in Hornby – staff advised members to use Snap Send Solve to report the issues.
- Members attended the Saturday’s mosque service.
- Reports of increased student noise with the university year beginning.
- Parking issues on the south side of Riccarton Road.
- Community Board are meeting to make a submission to the LTP.
- Member met with Wharenuī Sport Centre and they wish to seek support from the Board.
- Members met with the Central Riccarton Residents’ Association.

#### **11.1 Board Requests**

The Board discussed requesting more information on a range of issues, including the Riccarton Bus Lounge and Halswell proposed to be charged twice with the new land drainage charges. As well as inviting the Hornby local police constable, new University of Canterbury Vice Chancellor and Halswell River Rating District Liaison Committee to a briefing.

#### **Part B**

The Board requested more information on the Riccarton Bus Lounge proposed land drainage charges. They also asked that staff invite Hornby local police constable, new University of Canterbury Vice Chancellor and Halswell River Rating District Liaison Committee to a briefing.

Catherine Chu and Andrei Moore left the meeting at 6.46pm.

**Meeting concluded at 6.49pm.**

**CONFIRMED THIS 30TH DAY OF MARCH 2021**

**MIKE MORA**  
**CHAIRPERSON**

## 7. 381 Halswell Road (Old Halswell Library) - Future Use

Reference / Te Tohutoro: 21/187092

Report of / Te Pou Matua:	Barry Woodland, Property Consultant, barry.woodland@ccc.govt.nz; Angus Smith, Manager Property Consultancy, angus.smith@ccc.govt.nz
General Manager / Pouwhakarae:	Mary Richardson, General Manager Citizen and Community, mary.richardson@ccc.govt.nz

### 1. Purpose of the Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is in response to the Council meeting of 10 July 2018 (CNCL/2018/00158) which considered the future use options for a number of properties and, with specific regard to 381 Halswell Road (Old Halswell Library), resolved as follows:  
*That the Council:*
  2. Support retention of the following property, subject to the conditions in resolution 3 below:
    - a. **Former Halswell Library, 381 Halswell Road.**
  3. Retention of the property set out in resolution 2 above, is conditional on staff and Council engaging in a process that identifies an alternative strategic or public use that:
    - a. Can be rationalised;
    - b. Satisfies a clearly identified need;
    - c. Is supported by a sound and robust business case;
    - d. Supports Council strategies;
    - e. Has an identified sponsor, namely an end asset owner (titular internal/owner sponsor) who supports retention for the alternative public use and holds an appropriate budget provision within the Council's Annual and Long Term Plans.
  4. That the Halswell-Hornby-Riccarton Community Board be delegated authority to make a retention decision for an alternative use so long as all of the conditions set out in resolution 3 above, are met to its satisfaction.
- 1.2 The recommended option in this report confirms that these retention conditions have been met.
- 1.3 In addition to seeking the Board's approval to retain the property (land and building), the officer recommendations also require:
  - The Board to approve a lease of the land (ground lease) to the incumbent tenant, Halswell Community Project (HCP), and;
  - For Council to resolve to deal unilaterally with HCP and to approve the 'gift' of the building to HCP.
- 1.4 The decisions in this report are considered of low significance in relation to the Christchurch City Council's Significance and Engagement Policy given that the recommendations are essentially of a local nature and seek to support an incumbent tenant recognised as having contributed considerably to the empowerment and strengthening of the Halswell community over a number of years. The property is not categorised as a 'strategic asset'.

- 1.5 Gifting the building will enable Council to divest itself of a significant, unbudgeted, building maintenance liability but nevertheless retain an interest in the building asset via a first right of refusal provision.
- 1.6 *(The old library building is often referred to in this report as the 'Hub' or 'Halswell Hub' building. As incumbent tenant the HCP has developed the building into an important 'Hub' for the community to meet and to access community focused activities and services activated by HCP).*

## 2. Officer Recommendations / Ngā Tūtohu

That the Waipuna/Halswell-Hornby-Riccarton Community Board:

1. Approves the retention of the land at 381 Halswell Road (described as Section 3 SO532595 comprised in Record of Title 895222) in Council ownership, subject to Council approval of recommendation (3) below;
2. Approves the grant of a ground lease to Halswell Community Project Incorporated (HCP), subject to Council approval of recommendation (3) below;
3. Recommends that Council:
  - a. Agrees to depart from policy and deal unilaterally with HCP;
  - b. Agrees to:
    - i. gift the old library building at 381 Halswell Road to HCP for the sum of \$1 (the gift being conditional on Council having a first right of refusal option to take back the building from HCP at the sum of \$1), and;
    - ii. lease the land at 381 Halswell Road to HCP at a peppercorn rent (for a term of years to terminate if and when HCP return the building to Council ownership), and
  - c. Stipulates that HCP must obtain approval from the General Manager Citizens and Community in advance of any sublease arrangements.
  - d. Authorises the Manager Property Consultancy to negotiate and conclude all the agreements necessary to facilitate 3(b) above on terms and conditions acceptable to him, and in doing so make any decisions necessary to give effect to this.
  - e. That the public excluded attachment which is the financial information from HCP is not released as it is commercially sensitive incorporating budgets and plans including personal information such as salaries.
4. Notes that a budget of \$34,000 provisionally allocated to 381 Halswell Road within the Community Facilities Rebuild Tranche 2 Programme will be retained within the programme to fund remaining projects in the programme as per agreement with the Social and Community Development Committee on 6 September 2017.

## 3. Reason for Report Recommendations / Ngā Take mō te Whakatau

- 3.1 The recommended option is as follows:

### **Gift the building to HCP and Council retain the land**

Council gift the building to HCP for \$1 and grant them a ground lease at a peppercorn rent. HCP assume full responsibility and cost liability for all building and land maintenance, rates and all other outgoings. Council retain a first right of refusal to take back the building from HCP for a \$1.

This option is supported by (and provides certainty for) Council staff, the Community Support, Governance & Partnership Unit as steward of the building and HCP.

#### Advantages for Council

- Transfers 'ownership' of a depreciating Building asset to HCP.
- Transfers existing **unbudgeted** annual Scheduled Maintenance Plan (SMP) works costs of \$16,000 per annum (excluding a current depreciation allowance of \$26,000) and Planned Work costs 2021-2040 of \$370,000 (or c\$18,500 per annum) to HCP.
- The Land asset (c\$415,000 – book value) is retained by Council as owner.
- The Community Support Governance & Partnership Unit assume the role of Steward / Asset Owner / Sponsor subject to the asset (land and buildings) being held at no cost to them apart from insuring the land.
- The Community Support Governance & Partnership Unit acquire a well activated, self-sustaining, community facility which complements the objectives of the Community Facilities Network Plan 2020.
- HCP are recognised for fostering and actively encouraging a supportive and reciprocal relationship with Te Hapua and other community organisations in Halswell.

#### Advantages for HCP

- It provides them with certainty and autonomy.
- Ownership of the building provides improved access to external funding sources.
- Provide scope to control and stage the costs of the annual SMP work and Planned Work (2021-2040) to suit their funding availability.
- Ability to fund annual SMP costs out of 'earnings' from operation of the Hub.
- Ability to fund Planned Work through grants, negotiated contractor rates, working bees etc.
- A low risk of HCP being left with a building they can't use/sell, as it reverts to CCC.
- Continued ability to support and provide established services and activities which empower and strengthen the Halswell community.

The major disadvantage of this option is that Council gift to HCP, and lose control over, a building asset with a book value of \$440,000. However, Council retains a first refusal option to purchase the building back for \$1 should HCP cease to operate.

## 4. Alternative Options Considered / Ētahi atu Kōwhiringa

A number of alternative options have been considered including:

### 4.1 Retain the Status Quo: Land and Building leased to HCP at a peppercorn rent

Council retain ownership of the land and building. However there is no steward / asset owner or allocated LTP capital or operational budget to fund annual SMP works (\$16,000 plus depreciation \$26,000) or Planned Work (2021-2040) estimated at \$370,000 or c\$18,500 per annum). As a result the Building asset continues to deteriorate along with its residual capital value. It creates continued uncertainty for HCP in terms of future use / occupation, its ability to control the timing of maintenance work and reduces access to funding options (as it is not the building owner). However, HCP support to the community continues.

*Not considered a tenable option for Council or HCP.*

**4.2 Gift the Land and Building to HCP**

Gift the land **and** building to HCP for \$1. HCP own the land and building and are able to control the maintenance programme and maximise access to funding as owner of the property. Council divests itself of its maintenance liability but transfers an asset worth c\$855,000 (book value) to HCP for \$1. HCP support to the community continues.

*Not considered a financially tenable option for Council.*

**4.3 HCP purchase the land and building (or building only)**

This option would divest Council of its maintenance liability, provide income from the sale of the property (book value c\$855,000) and provide certainty to HCP. HCP support to the community continues.

*However, HCP do not have the financial capacity to purchase the asset outright (or the building only).*

**4.4 Council Declares the Property Surplus and Sells it in the open market**

The Council determines that as a sustainable alternative strategic or public use for the property has not been established it should be sold in the open market. This option divests Council of its ongoing (unbudgeted) maintenance liability and maximises the sale value of the property in the open market.

Conversely, HCP would be required to vacate the property, the Hub as a focal point for the Halswell community would cease to exist and the HCP's Hub services and activities would be lost as relocation to a facility offering similar accommodation in Halswell would be unlikely.

(Note: during the options review process it was recognised by Board support, Te Hapua and Community Support Governance & Partnership staff and HCP, that the community services, activities and facilities provided within the old library building by HCP are very different from those capable of being provided at Te Hapua. As such decanting HCP to Te Hapua was not therefore considered a practical or feasible option).

*Notwithstanding the financial benefit to Council, this decision, given HCP's proven community outreach, the sustainability of their business model and expressed Community Board, Council staff and wider community support, would likely be highly unpopular, politically and socially.*

**4.5 ROI Process – seek to identify other potential alternative strategic or public uses**

*This would involve a time consuming, costly, process which, given the strength of the incumbent occupier (HCP,) would be highly unlikely to provide a better / more positive community outcome.*

## 5. Detail / Te Whakamahuki

### Context

- 5.1 The old Halswell library was decommissioned following the opening of the new *Te Hapua : Halswell Centre* in November 2015, which provided a state of the art library and community services facility.
- 5.2 The plan below illustrates the location of the property at the intersection of Halswell Road and Sparks Road.





- 5.3 At that time the old library was declared operationally redundant by the Libraries and Information Unit (the then steward / asset owner) with the asset being transferred to the Corporate Real Estate portfolio pending the determination of its future use by what is now known as the Property Review Process.
- 5.4 Subsequent circularisation of the property to all operational Council Units determined that there were no alternative operational / public work uses for the property (this remains the case today). In the interim the future use of the property has remained unresolved.
- 5.5 The decommissioned building was unoccupied until July 2017 at which point a short-term lease was granted to HCP. They have incrementally developed its community focused services and activities to a point where they are now recognised by the Community Board as providing a valuable role in empowering and strengthening the Halswell community with the building providing an important community 'Hub'.
- 5.6 As a consequence the Board strongly supports the retention of the property and HCP's continued occupation of, and operation from, the building.
- 5.7 Only limited reactive essential maintenance has been undertaken on the building by Council since being decommissioned due to the absence of an operational steward / asset owner within Council, a lack of allocated LTP funding and uncertainty around the property's future use.
- 5.8 Although fully compliant from a building code perspective, the building is now relatively tired and represents a significant (unbudgeted) liability to Council in terms of immediate and longer term deferred maintenance and depreciation costs.
- 5.9 The purpose of the recommended option in this report is to promote a solution which provides a positive community outcome, creates certainty for HCP and enables Council to reduce its financial liability associated with the building while retaining an interest in the property (land and building).

### **The Property**

- 5.10 381 Halswell Road is a Council owned fee simple property described as Section 3 SO 532595 being part of the land contained in Identifier 895222. There are no memorials on the title.
- 5.11 The site extends to some 1930m2 and has a landscaped frontage to Halswell Road and a large sealed rear car park accessed from Sparks Road.
- 5.12 The single level building extends to some 300m2 comprising an original 1950's reinforced concrete front portion and 1990's timber-framed rear extension under a decromastic tiled roof. Internally there is a large open plan area to the front of the building with ancillary offices, storage, toilets and washroom to the rear.
- 5.13 Altering the building to accommodate residential, commercial or other uses would not be an easy or particularly practical option.

- 5.14 A Detailed Engineering Assessment (DEE) undertaken in 2013 calculated the buildings seismic capacity at 55%NBS. As such it is not considered an Earthquake Prone Building (EPB). Although no specific structural assessment has been carried out it is considered that the building performed well during the 2010/2011 earthquake sequence, largely due to its age, type of construction and materials and roof structure.

### Planning Considerations

- 5.15 The site is zoned Residential Suburban in the District Plan.
- 5.16 The prior scheduled 'library' activity has been removed from the site.
- 5.17 As such a new resource consent will be required for most alternative uses including community / education / place of assembly uses. It is noted that likely complications from a consenting perspective may include frontage, transport, access and activity considerations.
- 5.18 A five (5) metre deep NZTA (Future Works) designation extends across the Halswell Road frontage of the site which could potentially be requisitioned by NZTA for future road widening works at any time.

### Asset – Current Value

- 5.19 Current rating, book and rental values for the property are as follows
- Rateable value (as at 1 August 2019): \$890,000 (Land \$425,000; Improvements \$465,000).
  - Council Book Value: \$855,000 (Land \$415,000; Improvements \$440,000).
- Note: the market value of the property will likely be influenced to a greater or lesser extent by the degree of building depreciation, difficulty of adapting the building for other uses and the ability to secure a resource consent for any proposed use.*
- Rental Income: the land and buildings are currently leased to HCP on a month to month basis at a peppercorn rent.

### Asset – Allocated LTP Funding

- 5.20 Currently there is no operational or capital LTP budget allocated to the property. As a consequence building maintenance is only undertaken on an essential, reactive, works basis and funded out of the Corporate Real Estate budget.

### Asset - Current Cost to Council

- 5.21 Under the current lease (land and building) to HCP Council is currently responsible for the maintenance of the roof, exterior of the building, building services, general outgoing (other than rates, water, gas, electricity, phone, rubbish) and land and building insurance.
- 5.22 There is currently no asset management plan for the property.
- 5.23 In the absence of any allocated operational budget for the property since 2015, annual Scheduled Maintenance Plan Work (SMP) and Planned Work (2021-2040) has largely been deferred pending a decision as to the future use of the property. As a result the level of deferred works is significant such that the property (specifically the building) now represents an increasingly expensive and depreciating asset for Council.
- 5.24 A summary of Council's current annual SMP and Planned Work (2021-2040) cost liabilities is outlined in **Attachment A** and referred to below.
- 5.25 **Annual SMP costs:** these include building consent compliance costs and general building and land maintenance and associated costs.

- 5.26 Council's annual SMP costs for 2021 total around \$16,000 which includes insurance but excludes annual depreciation (sinking fund) costs currently estimated at around \$26,000.
- 5.27 **Planned Work (2021-2040) costs:** based on a recent independent assessment by City Care Council's Planned Work costs for the building for the twenty year period 2021 – 2040 indicate a total spend in the order of \$370,000 (\$18,500 per annum).
- 5.28 A range of maintenance items to address work which is considered 'essential' (eg the HVAC system has failed) and deferred 'desirable' work (including internal / external painting) has been identified in year 1 (2021/22) at a cost in the order of \$90,000. The total estimated spend on maintenance in years 1 to 5 (2021-2025) is estimated to be in the order of \$146,000.
- 5.29 **Rates:** \$1,327.74
- 5.30 **Depreciation:** If the land and building is retained by Council these unbudgeted maintenance cost liabilities will be carried forward (adjusted for inflation and depreciation) year on year. Without LTP budget to carry out any maintenance work other than on a reactive basis it can reasonably be assumed that this will result in accelerating the depreciation of the building, increase the maintenance costs to Council and reduce the residual value of the property.
- 5.31 The full extent of these ongoing maintenance costs to Council have been made available to HCP. Their ability to absorb these costs moving forward, as building 'owner', is outlined below in paragraphs 5.39 to 5.46 below.

#### **Halswell Community Project – Operation of the Old Halswell Library**

- 5.32 HCP has been incorporated since 2013 with a vision to provide a wide range of activities, services and projects focused on empowering and strengthening the Halswell community.
- 5.33 One of these not-for-profit community projects is the Halswell 'Hub' which HCP has operated from the old Halswell library building since July 2017.
- 5.34 HCP currently occupy the Hub on a month to month basis as uncertainty over the future use of the property has precluded the grant of a more permanent lease arrangement.
- 5.35 HCP are recognised by the Community Board and Council staff as being well resourced, governed and managed. They operate the Hub as both a community facility and information hub for the wider community and provide a range of well utilised services and activities within a variety of spaces at the Hub as well various other external community outreach services.
- 5.36 They also work collaboratively with, and refer community outreach opportunities to, other local Halswell community organisations including Te Hapua.
- 5.37 In context Covid-19 has, ironically, been a positive for HCP as it has emphasised its importance as a key social hub for the community. The Hub typically operates at full capacity five days a week between 9.00am to 5.00pm together with accommodating various other groups and activities during evenings and at weekends.
- 5.38 More detailed background information for HCP, their vision and values, community outreach, 5 Year Plan and operation of the Hub is provided in **Attachment B** or accessed on their website at [www.halswellcommunity.net.nz](http://www.halswellcommunity.net.nz)

#### **Halswell Community Project – Financial Status**

- 5.39 A key focus of this report is a desire to review the options for, and to provide some certainty around, the future use of the property.
- 5.40 Following receipt and review of the Council's annual and deferred work costs for the building (referenced above in paragraphs 5.25 to 5.29 above) HCP expressed confidence in their ability

to fund these works and have emphasised their preference to take over 'ownership' of the building 'as/is where/is'.

- 5.41 HCP subsequently provided Council staff with supporting financial and funding information for both: (1) HCP (the entity), and; (2) the Halswell Hub, to enable Council staff to evaluate the sustainability of their incorporated status and operation of the Hub building moving forward.
- 5.42 *(For reasons of commercial sensitivity this information is appended as a PX attachment - refer Attachment D).*
- 5.43 Broadly the financials demonstrate that both HCP and the Halswell Hub are well governed and managed and, consequently, well supported by Council, the community and external funders.
- 5.44 HCP appear capable of funding the annual SMP costs out of 'earnings' from the operation of the Hub and to deliver and fund the Planned Work (2021-2040) through careful staging and a combination of grants, negotiated local contractor rates and working bees.

#### **HCP Finances - Review by Council**

- 5.45 HCP's financial information has been reviewed by the Council's Finance team, Community Support Governance & Partnership Unit's Finance Business Partner, who have commented on the recommended option (ie to 'gift' the building to HCP and grant them a ground lease over the land) as follows:
- *"The current extent of Council's financial support for the 'Halswell Hub' is approximately \$44,000 per year. This is made up of \$28,000 of Strengthening Community Grants and approximately \$16,000 relating to Annual SMP costs, Insurance costs and electricity.*
  - *The proposal from HCP is that Council's financial support would be restricted to its grant (currently \$28,000 budgeted for FY22 and FY23). The HCP has assumed ongoing significant contributions (c.\$90,000) from Council, COGS, Lotteries and Rata – obtaining these will require HCP to actively seek these grants, given there is no long term commitment for them to be provided.*
  - *If the HCP's operations ceased for some reason (for example, the loss of key volunteers / staff of the organisation or an inability to obtain project grant levels) Council's cost for the facility would revert to basic annual operational / maintenance costs (per the above likely to be c.\$16,000).*
  - *(As this is consistent with the view of the proposed asset owner – Community Facilities) we are comfortable with approving this proposal from a financial perspective".*
- 5.46 Note: if, for whatever reason, HCP return the building to Council, and given that the annual SMP and Planned Works (2021-2040) would remain unbudgeted, this may signal that the sale of the property at that time would represent the most appropriate option).

#### **Steward / Asset Owner – Community Support Governance & Partnership Unit**

- 5.47 The Community Facilities Network Plan 2020 reflects the Council's preference to have a greater number of facilities community operated, ideally through partnership agreements.
- 5.48 While there is no current LTP funding available to operate the Halswell Hub the Community Support Governance & Partnership team recognise that HCP, and their operation of the Halswell Hub, are providing an important role in empowering and strengthening the local community and are doing so from a sustainable management and financial governance foundation, a view shared and endorsed by the Community Board and board advisors.
- 5.49 Given this context the Community Support Governance & Partnership Unit have indicated their preparedness to assume stewardship / asset ownership of the property. This is, however,

contingent on the arrangement being at 'no cost' to them given the absence of allocated LTP funding.

- 5.50 The recommended option outlined in this report facilitates this conditional arrangement.

#### Alternative Use Criteria

- 5.51 The criteria required to identify an alternative, sustainable, strategic or public use which supports the retention of the property (as outlined in paragraph 1.1 above) has been satisfied.
- 5.52 That is to say, the proposed use has been rationalised, it satisfies a clearly identified need, it is supported by a sound and robust business case, it supports council strategies and has an identified asset owning sponsor.

#### Dealing Unilaterally

- 5.53 Where there is only one logical lessee for a lease (in this case a ground lease) or purchaser of a property (in this case a building) the Council may deal unilaterally with that lessee / purchaser. This includes facilities linked to not-for-profit organisations and community buildings.
- 5.54 There are a number of matters that need to be considered when contemplating a unilateral dealing (**Refer Attachment C**).
- 5.55 The granting of a ground lease and gift of the building to HCP is effectively a continuation of community services that have been successfully offered by HCP since 2017 and supports the purpose for which the land is used.
- 5.56 This proposal does not depart from the considerations as outlined in Attachment C and officers consider that it would be appropriate for the Board to approve the ground lease to HCP and to recommend that Council approve the gift of the building to HCP (conditional on Council having a first option to take the building back).

#### Community Views and Preferences

- 5.57 HCP have leased, and operated from, the Halswell Hub since 2017 offering a wide variety of services and activities to a wide range of local community groups and individuals. The Hub operates essentially at full capacity with up to 300 people a week using the facility. It also provides the base from which HCP offer a wide range of other community outreach projects.
- 5.58 While this proposal has not been widely consulted, the local community and groups and individuals seeking further educational and recreational opportunities recognise HCP's contribution to the empowerment and strengthening of the Halswell community which, as such, indicates their support for the general intent of the recommended option.
- 5.59 The decision affects the following wards/Community Board areas:
- 5.59.1 Waipuna/Halswell-Hornby-Riccarton Community Board

## 6. Policy Framework Implications / Ngā Hīraunga ā- Kaupapa here

### Strategic Alignment /Te Rautaki Tīaroaro

- 6.1 This decision aligns with the Council's vision:
- 6.1.1 The Council's goal for its role in supporting the city-wide network of community facilities is "*Enabling active, connected and resilient communities to own their own future*".
- 6.2 The decision is consistent with Council's Community Outcomes and its Community Facilities Network Plan 2020:

6.2.1 Community facilities contribute to community outcomes in many ways, but not limited to:

- Providing local venues, hosting community events, activities, classes, educational opportunities, networking and community connection aimed at reducing social isolation.
- Supporting active citizenship and connected communities, by providing venues to support community engagement with the Council, community boards and community organisations in order to grow community participation in Civic life.
- Building community resilience, social capital and community capacity to support a response to major stressors such as climate change, terror attacks and the effects of Covid-19.
- Supporting a network of volunteers and opportunities for community partnerships regarding provision, activation and operation of facilities.
- They enable the celebration of local identity and diversity by providing venues for events, arts, culture, heritage, sport and recreation.

6.3 This report supports the [Council's Long Term Plan \(2018 - 2028\)](#):

6.3.1 Activity: Facilities, Property & Planning

- Level of Service: 13.4.10 Property advice and services that support the delivery of other Council Services. - At least 90% projects delivered to agreed timeframes per annum.

#### **Policy Consistency / Te Whai Kaupapa here**

6.4 The decision is consistent with Council's Plans and Policies and specifically the Community Facilities Network Plan 2020.

6.5 The Community Board also has a priority to '*Enhance community connectedness and perceptions of safety in Halswell*' in its Board plan. This includes:

- Identify ways to encourage and activate local neighbourhood champions and activators.
- Support Community events that encourage neighbours to get to know each other and look to resource neighbourhood safety initiatives, while supporting local volunteers.
- Support the development of community led initiatives that encourage and enable social connectivity and increase feelings of safety and wellbeing.

6.6 From a Community Development perspective the Hub and the HCP are important cogs in the Board achieving its priority.

#### **Impact on Mana Whenua / Ngā Whai Take Mana Whenua**

6.7 This decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture and traditions.

6.8 The granting of a ground lease to HCP is effectively a continuation of an existing lease arrangement while the gift of the building does not constitute the sale of a land asset (and is further conditioned by virtue of Council retaining a first right of refusal to reclaim ownership of the building).

#### **Climate Change Impact Considerations / Ngā Whai Whakaaro mā te Āhuarangi**

6.9 The continuation of the existing use of the land and buildings will not require additional resources.



## Accessibility Considerations / Ngā Whai Whakaaro mā te Hunga Hauā

6.10 The property is currently compliant for its existing use.

## 7. Resource Implications / Ngā Hīraunga Rauemi

### Capex/Opex / Ngā Utu Whakahaere

- 7.1 *Cost to Implement* – limited essentially to internal costs associated with preparing and executing the ground lease and transfer of building ownership documentation. HCP will be responsible for their own legal and other costs associated with these transactions.
- 7.2 *Maintenance/Ongoing costs* – Council costs limited to insuring the land.
- 7.3 *Funding Source* – costs to be covered by existing operational funds.
- 7.4 *As an aside, it is noted that a budget of \$30,000 (with inflation etc now \$34,000) was allocated to the old Halswell library building in the Community Facilities (Incl. Heritage) Rebuild Tranche 2 Programme which was approved by Council on 23 June 2015. This fund was specifically borrowed by the Council to repair and rebuild specified earthquake damaged buildings. It is recommended that this budget is not spent but retained within the programme as per agreement with the Social and Community Development Committee on 6 September 2017. Once all projects have been delivered, savings will be returned to the consolidated fund.*

### Other / He mea anō

- 7.5 As indicated above the Council's Finance team, Community Support Governance & Partnership Unit's Finance Business Partner, has approved the recommended option based on their review of the financials provided by HPC.

## 8. Legal Implications / Ngā Hīraunga ā-Ture

### Statutory power to undertake proposals in the report / Te Manatū Whakahaere Kaupapa

- 8.1 The general powers of competence set out in section 12(2) "Status and Powers" of the Local Government Act.

### Other Legal Implications / Ētahi atu Hīraunga-ā-Ture

- 8.2 There is a legal context, issue or implication relevant to this decision.
- 8.3 The legal consideration is the Local Government Act 2002 and the Council's Leasing Council Property and Disposal of Council Property policies, as referred to in paragraphs 5.53 to 5.56 above.
- 8.4 Also, should the recommended option be declined and a resolution approved subsequently to dispose of 381 Halswell Road then preliminary investigations indicating that there are no Section 40 PWA offer back obligations affecting the sale of the property will need to be formally reviewed and confirmed.
- 8.5 This report has not been reviewed and approved by the Legal Services Unit.

## 9. Risk Management Implications / Ngā Hīraunga Tūraru

- 9.1 In the event that HCP cease to operate for whatever reason the impact for Council would be mitigated by virtue of it retaining ownership of the land and a first option to resume ownership of the building asset.
- 9.2 It is possible that there may be some residual community feedback regarding Council's decision to deal unilaterally with HCP.

- 9.3 Conversely, there is potentially some significant reputational risk and community disengagement if Council terminate the use and occupation of the property by HCP whose community support and outreach work is well known within the Halswell community.

## Attachments / Ngā Tāpirihanga

No.	Title	Page
A <a href="#">↓</a>	Councils Annual SMP and Planned Works (2021-2040) Costs	25
B <a href="#">↓</a>	HCP Background Information	30
C <a href="#">↓</a>	Factors to Consider When Dealing Unilaterally	44
D	HCP Financial Information ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>	

In addition to the attached documents, the following background information is available:

Document Name	Location / File Link
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## Confirmation of Statutory Compliance / Te Whakatūturutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

## Signatories / Ngā Kaiwaitohu

<b>Author</b>	Barry Woodland - Property Consultant
<b>Approved By</b>	Angus Smith - Manager Property Consultancy Paul McKeefry - Community Facilities Specialist John Filsell - Head of Community Support, Governance and Partnerships Mary Richardson - General Manager Citizens & Community

## Attachment A

### Annual Scheduled Maintenance Plan (SMP) Costs (2021) and Planned Work (2021-2040) Costs

To assist the Halswell Community Project with their future cost planning a summary of the following maintenance costs has been shared with them:

1. Annual Scheduled Maintenance Plan (SMP) costs (2021), and;
2. Planned Work (2021-2040) cost estimates.

#### 1. ANNUAL SCHEDULED MAINTENANCE PLAN (SMP) COSTS (2021)

Scheduled Maintenance Plan (SMP) Work Costs	Annual Spend	Frequency
<b>Compliance Related Costs (which are required to be carried out by accredited compliance providers)</b>		
IQP Check / Certification (Incl BWO)	\$600.00 (est)	Annual
Mech/Elect - fire specified system maintenance	\$1,274.64	Monthly
Mech/Elect – Auto door specified system maintenance	\$283.64 (tbc)	3 monthly
<b>*Other CCC SMP Costs (to be carried out by HCP or HCP suppliers)</b>		
Grounds – Lawn maintenance	\$1,622.64	Monthly
Grounds maintenance	\$2,256.24	2 monthly
Mech/Elect – HVAC	\$1,651.72	3 monthly
Cleaning - gutters	\$165.72	6 monthly
Cleaning – window cleaning	\$165.72	2 monthly
Grounds – Lawn maintenance	\$1,622.64	Monthly
Security Services	Excluded	
<b>Total for Annual SMP Costs</b>	<b>\$9,642.96</b>	<b>Annual</b>
<b>Additional Costs (For Information)</b>		
Insurance (\$385.42 monthly)	\$4,620.00	Annual
Electricity	\$1,637.00	
Depreciation (sinking fund for future refurb/upgrade work)	Excluded	

*\*Costs are based on Citycare's rates – refer to qualifying remarks below under item 2.*

#### 2. PLANNED WORK COSTS (2021-2040)

The following tables summarise the Planned Work which has been identified for the twenty year period 2021-2040. It should be noted:

1. A range of work items have been identified to be carried-out in 2021 (the first year of the twenty year plan) to address work which is 'essential' (eg the HVAC system which has failed) and deferred 'desirable' work.
2. The estimated costs are based on Citycare's rates including material plus labour plus a management fee – consistent with Council's procurement rules. If a change of building ownership occurred (for example, to the Halswell Community Project), then the group could arrange for this work to be carried out by other contractors, (who may have a lower cost structure for example) as well as carrying-out some of the work themselves (ie painting).
3. Also the scheduling of work could be changed to suit available funds – bearing in mind that there is a risk of failure/added cost if already deferred work is deferred further.

FY2021

Item	Description	Condition 1-5	Date of suggested replacement	Cost at todays rates
Adult area	Walls paint	4	2021	\$ 3,339.36
Adult area	Ceiling paint	4	2021	\$ 3,675.00
Adult area	Lighting	5	2021	\$ 4,800.00
Open office	paint walls	4	2021	\$ 7,368.96
Open office	paint ceiling	4	2021	\$ 4,030.00
	EV for scaffolding		2021	\$ 2,000.00
Open office	HVAC - Currently using freestanding electric heaters.	Failed	2021	\$ 18,000.00
offices and amenities	paint walls	4	2021	\$ 7,879.20
offices and amenities	paint ceiling	4	2021	\$ 1,135.22
offices and amenities	Bathroom tiles grout is damaged and required re-	5	2021	\$ 500.00
offices and amenities	Bathroom tiles grout is damaged and required re-	5	2021	\$ 500.00
	Timber decking and railings	4	2021	\$ 1,500.00
	Exterior cladding - plaster	2	2021	\$ 6,354.60
	Fascias m2	5	2021	\$ 2,880.00
	EV for scaffolding	LS	2021	\$ 5,000.00
	Paint roof	4	2021	\$ 18,109.00
	Carpark repairs	4	2021	\$ 1,000.00
	General Pre paint maintenance	5	2021	\$ 2,000.00
				\$90,071.34

FY2022

Item	Description	Condition 1-5	Date of suggested replacement	Cost at todays rates
Open office	Lighting	5	2022	\$ 5,500.00
offices and amenities	Lighting	5	2022	\$ 2,900.00
				\$8,400

FY2023

Item	Description	Condition 1-5	Date of suggested replacement	Cost at todays rates
Adult area	Carpet	4	2023	\$ 14,500.00
Open office	Carpet	4	2023	\$ 10,800.00
				\$25,300

FY2024

Item	Description	Condition 1-5	Date of suggested replacement	Cost at todays rates
Adult area	HVAC	4	2024	\$ 10,000.00
				\$10,000

FY2025

Item	Description	Condition 1-5	Date of suggested replacement	Cost at todays rates
offices and amenities	Vinyl	2	2025	\$ 6,811.32
offices and amenities	Electric heaters	4	2025	\$ 990.00
offices and amenities	Toilet seats and cisterns	3	2025	\$ 600.00
offices and amenities	Skylights Ongoing maintenance	4	2025	\$ 800.00
	Exterior lighting	3	2025	\$ 3,000.00
				\$12,201.32

FY2026

\$0

FY2027

Item	Description	Condition 1-5	Date of suggested replacement	Cost at todays rates
Adult area	Blinds / Curtains	2	2027	\$ 4,800.00
Open office	Blinds / Curtains	2	2027	\$ 1,800.00
offices and amenities	Blinds / Curtains	4	2027	\$ 2,300.00
				\$8,900

FY2028

Item	Description	Condition 1-5	Date of suggested replacement	Cost at todays rates
	Carpark repairs	4	2028	\$ 2,000.00
				\$2000

FY2029

Item	Description	Condition 1-5	Date of suggested replacement	Cost at todays rates
offices and amenities	Joiner staff room and kitchen	3	2029	\$ 15,000.00
				\$15,000

FY2030

Item	Description	Condition 1-5	Date of suggested replacement	Cost at todays rates
Adult area	Ceiling Replace suspended.	4	2030	\$ 11,833.50
Adult area	Hinged Door inc Hardware	2	2030	\$ 5,000.00
Open office	Hinged Door inc Hardware	2	2030	\$ 6,000.00
offices and amenities	Hinged Door inc Hardware	2	2030	\$ 3,000.00
				\$25,833.50

FY2031

Item	Description	Condition 1-5	Date of suggested replacement	Cost at todays rates
Adult area	Walls paint	4	2031	\$ 3,339.36
Adult area	Ceiling paint	4	2031	\$ 3,675.00
Adult area	Lighting	5	2031	\$ 4,800.00
Open office	paint walls	4	2031	\$ 7,368.96
Open office	paint ceiling	4	2031	\$ 4,030.00
	EV for scaffolding		2031	\$ 2,000.00
offices and amenities	paint walls	4	2031	\$ 7,879.20
offices and amenities	paint ceiling	4	2031	\$ 1,135.22
	General Pre paint maintenance	5	2031	\$ 2,000.00
				\$36,227.74

FY2032

Item	Description	Condition 1-5	Date of suggested replacement	Cost at todays rates
Open office	Lighting	5	2032	\$ 5,500.00
offices and amenities	Lighting	5	2032	\$ 2,900.00
	Exterior lighting	3	2032	\$ 3,000.00
				\$11,400

FY2033

Item	Description	Condition 1-5	Date of suggested replacement	Cost at todays rates
Adult area	Carpet	4	2033	\$ 14,500.00
Open office	Carpet	4	2033	\$ 10,800.00
				\$25,300

FY2034

\$0

FY2035

Item	Description	Condition 1-5	Date of suggested replacement	Cost at todays rates
Adult area	Blinds / Curtains	2	2035	\$ 4,800.00
Open office	Blinds / Curtains	2	2035	\$ 1,800.00
offices and amenities	Blinds / Curtains	4	2035	\$ 2,300.00
offices and amenities	Electric heaters	4	2035	\$ 990.00
	Carpark repairs	4	2035	\$ 2,000.00
				\$11,890



FY2036

Item	Description	Condition 1-5	Date of suggested replacement	Cost at todays rates
	Paint roof	4	2036	\$ 18,109.00
				\$18,109

FY2037 and FY2038

\$0

FY2039

Item	Description	Condition 1-5	Date of suggested replacement	Cost at todays rates
Adult area	HVAC	4	2039	\$ 10,000.00
	Exterior lighting	3	2039	\$ 3,000.00
				\$13,000

FY2040

Item	Description	Condition 1-5	Date of suggested replacement	Cost at todays rates
Adult area	Windows	2	2040	\$ 20,000.00
Open office	Windows	2	2040	\$ 20,000.00
Open office	Joinery - Built in	4	2040	\$ 5,000.00
offices and amenities	windows	2	2040	\$ 10,000.00
				\$55,000

	Land	Building
RV	\$425,000	\$465,000
Book Value	\$415,000	\$427,000
Rates	\$1,327.74	

Attachment B

Halswell Community Project Incorporated (HCP) – Background Information

*Certificate of Incorporation*

*5 Year Plan 2020 -2025*

- Vision and Values
- Management / Organisation Structure
- Key Projects - including Halswell Community Hub (the Old Halswell Library)
- Community Outreach
- Strategic Priorities – 5 Year Plan (2020-2025)
- Financials (refer PX attachment)

*HCP - Halswell Community Hub (Project report – Oct 2020)*

- Background – Establishment of the Community Hub
- Available community facilities and opening hours
- Occupancy – Services and Activities
- Collaboration and Community Networking
- Future Plans for the Community Hub
- Financials (refer PX attachment)

*HCP Managers Feedback re: Future Use Options for the Old Halswell Library*



## CERTIFICATE OF INCORPORATION

HALSWELL COMMUNITY PROJECT INCORPORATED  
2575621

This  
that

is to certify

HALSWELL COMMUNITY PROJECT INCORPORATED was incorporated under the  
Incorporated Societies Act 1908 on the 20th day of February 2013.

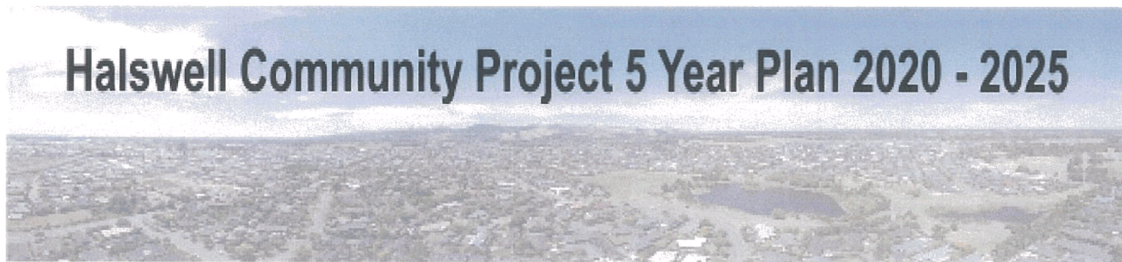


*Mandy McDonald*

Registrar of Incorporated Societies  
15th day of April 2013

For further details visit [www.societies.govt.nz](http://www.societies.govt.nz) Certificate printed 15 Apr 2013 09:51:12 NZT

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## Executive Summary

The Halswell Community Project (HCP) began as a small group of volunteers interested in promoting Halswell and Halswell clubs, groups, activities and businesses to Halswell residents and residents of surrounding areas.

HCP aims to work with people living in the Halswell area to provide a wide range of activities and services focused on empowering and strengthening the community.

The vision is to develop a strong sense of community in Halswell and help both established and new residents to get to know each other better and to make Halswell a lively and interesting place to live, work and play.

HCP has its own projects but also works with other groups and organisations to benefit the community. It participates in various events and is represented at inter-agency meetings within (Riccarton/Wigram and Spreydon/Heathcote wards).

We have identified three key areas of focus and identified outcomes that we can measure:

- relationships
- a great physical environment
- health and wellbeing

Our Core Values are:

- **Mutual trust and respect** in all our dealings.
- **Collaboration** between community groups
- **Empowerment**
- **Welcoming and inclusive** of all sectors and people we deal with
- Committed to **sustainability**
- Encouraging **participation**
- Embracing and encouraging **diversity**

Outcome measures will help us to:

- work together to agree what is important or special for Halswell, now and in the future
- say who and what could help us
- demonstrate what progress we are making
- agree to keep or change priorities

Halswell is growing rapidly and becoming increasingly culturally diverse. According to the Infometrics Hotspots (2015) report Halswell will continue to grow rapidly for the next 8-10 years.

Residents need ways to connect into their local communities when they move into the area and as their needs change over time, eg at retirement, starting a family etc. This can be particularly difficult where English is not a first language.

Demand is increasing for information and support, and for community spaces where individuals/groups can gather. Halswell needs more capacity to support youth, families, older people, and new immigrants.



## Funders

HCP's key funders are CCC, Lotteries, RATA and COGS, with some income from developing social enterprise (Hub, Market and advertising) and smaller funders.

## Our committee

<b>Chair</b>	Chrys Horn Adele Geradts	<b>Committee members</b>
<b>Secretary</b>	Karen Upton	Alison Maccoll
<b>Treasurer</b>	Ros Thornley	Ross McFarlane

## Project Managers

Kate Cleverly  
Keri Glassenbury

The committee brings a wide range of networks across all sectors of the community, excellent administrative, facilitative and management skills, energy and enthusiasm for individual projects, as well as the whole vision for Halswell as a community.



### *Our projects aim to:*

***Create a vibrant, resilient community with a sense of connection between residents.***

***Foster engagement, inclusion, participation, a sense of belonging and pride in our community, regardless of age, ethnicity or culture.***

***Bring about better outcomes for our community through improved connections and information sharing***

Ongoing key projects include the Community Hub, a community market, community garden, website, Facebook pages, Neighbourly, monthly community newsletter, welcome bags and events/activities that bring people together. Since HCP started its work it has worked with a wide range of local organisations and supported the development of new groups and businesses in the area through a community-led development approach.

HCP supports local people/groups to work together to bring about positive change in their communities. For example, in the last 5 years HCP has

- engaged local youth to assess what their needs are in the community
- helped local youth to make submissions to the community board for a skate park
- supported local organisations, businesses and groups/clubs by promoting them and providing a range of community information services
- supported the setup of a new U3A group in Halswell
- Developed the old Halswell Library into a thriving Community Hub
- Connected people across the community through social media, public meetings and events
- Developed key events such as the Spring Skate Jam

**In the 5 year period 2020 - 2025 our Strategic Priorities will be:**

- Tackling Social Isolation
- Managing the Halswell Community Hub
- Managing the Halswell Community Market
- Clear Governance model/Structure for Halswell Community Project
- Environmental Sustainability
- Emergency Management and Community Resilience

Our focus will be on consolidating existing projects and transitioning the Hub and the Market from the development phase to sustainably managed enterprises.

Having established these key projects we will then investigate new initiatives aimed at reducing social isolation, building community resilience with emergency planning and ways of increasing environmental sustainability both within Halswell Community Project and across the wider community

**We will:**

- Support community-led activities aimed at celebrating and sharing diversity
- Identify and work with groups at risk of social isolation.
- Identify and fill gaps in community information
- Look for community connections not already catered for
- Continue to manage the market as a place for people to connect, participate and engage with the wider community
- Manage the Halswell Community Hub as an information hub and a place for use by the community
- Develop projects which encourage environmental sustainability within Halswell Community Project and across the community
- Develop a Community resilience plan in conjunction with local groups and civil defence





**Year 1 - 2020 - 2021**

- 1) Support community-led activities aimed at celebrating and sharing diversity
- 2) Identify groups at risk of social isolation.
- 3) Manage the Halswell Community Hub as a place for use of the community
- 4) Continue to manage the market as a place for people to connect, participate and engage with the wider community
- 5) Survey/research existing projects/examples of environmental sustainability
- 6) Work with relevant groups to investigate a community resilience plan
- 7) Identify and fill gaps in community information
- 8) Investigate feasibility of a community events trailer
- 9) Redevelop Halswell Community Project Website
- 10) Look for community connections not already catered for

**Year 2 - 2021 - 2022**

- 1) Support community-led activities aimed at celebrating and sharing diversity
- 2) Connect with groups at risk of social isolation.
- 3) Manage the Halswell Community Hub as a place for use of the community
- 4) Develop the market to incorporate activities and events which celebrate and highlight diversity in our community
- 5) Identify gaps/opportunities for environmental sustainability projects
- 6) Work with relevant groups to develop a community resilience plan
- 7) Continue supporting forums for the community to share information and ideas
- 8) Look for community connections not already catered for

**Year 3 - 2022 - 2023**

- 1) Survey other groups at risk of isolation and report back
- 2) Identify the needs of groups at risk of social isolation
- 3) Develop the community hub for the use of diverse community groups
- 4) Identify new projects/ideas to further develop the market
- 5) Develop key projects to encourage environmental sustainability
- 6) Work with relevant groups to establish a community resilience plan
- 7) Continue supporting forums for the community to share information and ideas
- 8) Look for community connections not already catered for

**Year 4 - 2023 - 2024**

1. Identify/develop projects to help tackle social isolation
2. Identify new projects/ initiatives to expand services/opportunities at the Hub
3. Develop new projects/ideas to further develop the market
4. Establish key projects to encourage environmental sustainability
5. Work with relevant groups to consolidate a community resilience plan
6. Continue supporting forums for the community to share information and ideas
7. Look for community connections not already catered for



**Year 5 - 2024 - 2025**

1. Identify/develop projects to help tackle social isolation
2. Develop new projects/ initiatives to expand services/opportunities at the Hub
3. Develop new projects/ideas to further develop the market
4. Consolidate key projects to encourage environmental sustainability
5. Work with relevant groups to manage a community resilience plan
6. Continue supporting forums for the community to share information and ideas
7. Look for community connections not already catered for



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## PROJECT REPORT - HALSWELL COMMUNITY HUB October 2020

### Background

Since taking on the lease in July 2017, Halswell Community Project has been working to establish the old Library building as a valuable space for local groups and their activities. The initial proposal was a joint venture with Kiwi Church and CDN trust and although the vision for a youth hangout did not eventuate, Kiwi Church are still very much a part of the Hub.

The Community Board donated money towards the cost of upgrading the building and this included servicing the building, automatic doors, HVAC system, removal of signs, cleaning of the roof and gutters.

Halswell Community Project sourced furniture and equipment from various organisations. As well as donations of desks, couches, TVs etc from local residents we were given office chairs and desks from the University of Canterbury and office furniture from YHA.

This allowed us to set up an open plan office area as well as a large bookable space for community groups and organisations.

Kiwi Church provided some furniture and couches and CDN trust provided games tables and couches all of which make the space more welcoming and usable.

HCP has 2 paid contractors based at the Hub and local volunteers provide many hours of support - in particular with the groups we run (coffee morning, Mahjong and Cards) as well as moving and putting together furniture, cleaning, maintenance and jobs needed for the Hub to run efficiently. The Hub now operates as both a community facility and an information hub for the wider community

### Usage

The Community Hub initially opened at the start with office hours of 9am - 12noon Monday - Thursday with several usable spaces - 1 Large Community Space, smaller coffee areas with chairs/couches and coffee tables, Open plan office space with up to 10 desks, a walled office and a smaller interview room.

The Hub office is now staffed by Halswell Community Project Monday - Thursday with the hours below however with the many groups using the facility the Hub is open 5 days a week between 9am and 9pm with a variety of activities at weekends too.

#### Hub Office Hours

Monday	9am - 5pm
Tuesday	9am - 3pm
Wednesday	9am - 5pm
Thursday	9am - 3pm
Friday	9am - 1pm

There are currently 5 organisations using the office space - HCP, HIPPY, Life Immigration, Recreate NZ and Spreydon Oscar. HCP operate a central office which acts as a reception area, Life Immigration, Recreate NZ and Spreydon Oscar use the open plan office space whilst HIPPY are using the walled office.

The large community space is used on a regular basis by 15 community groups as well as booked periodically (once a month or term) by office tenants as well as local groups like U3A and the local Women's Institute.

Day	Time	Description
Monday	10 - 12pm	Dance 2 Be U - Integrated dance group for young people with disabilities - (booking required)
	1 - 2pm	Music Therapy with May - (booking required)
	3.30pm	Art Classes with Lihui
	5.15pm	Stop Drop and Yoga
Tuesday	10 - 12pm	Drop in Coffee morning - all welcome
	12.30 - 2.30pm	Regular groups and meetings which occur monthly eg Halswell Connections; U3A meetings
	3.45pm	Kids Kickboxing
	6pm	Boxfit
	6.45	Muay Thai (basics)
Wednesday	9.30 - 12	Halswell Community Craft Group
	9.30am approx	Fruit and Vege Co-op
	12.30 - 2.30pm	Social Mahjong
	3.30pm	Art classes with Lihui (booking required)
	7pm	Word of Life Believers
Thursday	12.30 - 2.30pm	Regular groups and meetings which occur monthly eg U3A drama group
	3.45pm	Kids Kickboxing
	6pm	Boxfit
	6.45pm	Muay Thai (basics)
Friday	10am	HIPPY tutor Training
	7pm	Kings Youth Group
Sunday	10am	Kiwi Church - Sunday Service



The Interview Room is used by the office tenants for private meetings and a quiet space to work as well as being used by a counsellor each Thursday for sessions with local residents.

COVID affected the use of the building during terms 2 and 3 as groups were not able to meet under the restrictions, but has bounced back during term 4 to 86% capacity during the week. The sessions that are available (Thursday morning and Friday afternoons) are deliberately kept free to allow us some capacity to run activities or groups that meet new needs we see arising in the community. For example we are looking at running coffee and cards or a drop in Computer help session on a Thursday morning.

	am	pm	evening
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

At least 300 people use the facilities each week through the regular groups and activities booked in. This does not include those involved in monthly or one off events or activities or those visiting tenants or the sharing shacks etc

#### Costs

Halswell Community Project runs the Hub as a sustainable not for profit enterprise. All costs received from facility use are returned into the running and maintenance costs of the Hub. Any surplus is used to run events or activities which further the role of Halswell Community Project and its activities in the local community (such as events and group activities)

Where a community group is unable to meet the usual charges, we work on a basis of a donation towards running costs.

For 2020 the charges for community use of the facility have been:

Hire of community space	\$15 per hour plus gst
Hire of interview room	\$25 per day
Rent of office space	varies depending on the group/organisation and the space/ number of desks needed

The main costs associated with running the hub are power, lighting, telephone and internet, repairs and maintenance and the cost of staffing the facility during the open hours.

COVID has affected our income from facilities hire as the Hub was closed for the lockdown period and once we were able to reopen it was only for office tenants. Our community groups didn't really start back fully until term 3 and has slowly recovered so that in Term 4 we are again at capacity.

One tenant is moving out of the office space at the end of their lease on 31 October and once repairs and cleaning have taken place the available space will be advertised in the local

community. In the meantime this does mean a drop in income from facilities hire, however we are confident that we will get new tenants in for the new year.

### Collaboration and Community Networking

Halswell Community Project acknowledges that the Hub is one of several facilities in and around Halswell. These facilities include the Te Hapua: Halswell Centre and other community owned and run venues such as Halswell Community Hall, Halswell Scout Den, School and Church halls. Each of these venues has facilities and structures that make them suitable for different uses. For example the Community Hall has a sprung floor and a stage which makes it ideal for dance and exercise groups. Te Hapua has large spaces which can be used for groups and meetings as well as smaller meeting rooms but these are hard to access out of hours and are regularly booked up. Venues like School and Church halls tend to be reserved for their communities so space is limited for other groups

The Hub is ideal for smaller more intimate groups and personal meetings because carpeted floors and smaller spaces mean that our community area does not echo and is ideal for groups and activities which are contained (eg kids art classes)

Knowing the strengths and weaknesses of each venue means we can work together to provide people with a venue that truly suits their needs. For example, birthday parties and drama groups are best suited to the Hall, small networking meetings and art activities work at the Hub, exercise classes like yoga and large meetings work well at Te Hapua.

We regularly work with the other venues by passing enquiries on to the relevant space as well as holding combined events such as Celebrate Halswell - a Christmas family fun day which will be held at the Library or Halswells got Talent which was hosted at the Community Hall.

We have a particularly strong relationship with the staff at Te Hapua and share information and attend networking meetings with staff on a regular basis.

### Future Plans for the Community Hub

- Secure long term future on the building
- Upgrade facilities to include walled office space, efficient heating, more power outlets, opening windows etc
- Increase number of services using the available spaces - eg counselling, budget advice etc
- Build on existing activities such as Mahjong and Coffee morning
- Build on existing programmes run during school holidays (Currently Junk Jam in July Holidays) so there is something available for children and families each school holidays
- Hire out spaces so that running costs are covered
- Encourage participation through the sharing of community information
- Build resilience through community connectedness - Having a physical community hub is pivotal in developing connections as it helps to bring people together.
- Work closely with other venues in the community (Community Hall, Scout Den, Te Hapua, schools, churches etc) to ensure all spaces are used well and develop a calendar of events so that events/groups/activities do not clash
- Support local groups and organisations who have no venue of their own or cannot access existing spaces due to cost or availability.
- Establish a Halswell hub of the Christchurch South Fruit and Vegetable Collective
- Make better use of outdoor spaces by clearing and creating outdoor seating/play areas

### Options for Halswell Community Hub

#### Option 1 Sold on Open Market

	Land	Building	
<b>RV</b>	\$425,000.00	\$465,000.00	<b>\$890,000.00</b>
<b>Book Value</b>	\$415,000.00	\$427,000.00	<b>\$842,000.00</b>

<b>Pros</b>	none
<b>Cons</b>	HCP loses access to the building
	The Hub is a huge part of what HCP do and our presence in the community
	Without the hub the local community lose access to the knowledge and information provided by the Hub team
	loss of activities - which connect people
	loss of facility for the groups using the hub
	loss of facility for the wider community

#### Option 2 Sold to HCP

<b>Pros</b>	HCP gains ownership of the building which allows the organisation to continue with its vision for Halswell
<b>Cons</b>	HCP would need to raise funding to purchase the building - approx \$900,000 if at market value
	HCP would need to raise additional funds to upgrade / carry out major repairs and maintenance
	Risk owning a building

#### Option 3 Leased to HCP

<b>Pros</b>	HCP negotiates a lease with CCC which suits the organisation
	HCP continues to run without the risk of owning the building
<b>Cons</b>	HCP wouldnt have control of upgrades/ repairs and maintenance
	CCC could still sell building
	HCP would need permission from council to make alterations to building interior or use
	Required upgrades/alterations to building would be dictated by CCC budget not needs of HCP or users
	Lease may not allow HCP freedom to operate as it wishes

#### Option 4 Building Gifted to HCP CCC retain ownership of land



If HCP ever ceased to trade, building would be returned to CCC

<b>Pros</b>	HCP owns the building which allows control of upgrade, repairs and maintenance
	Secures HCP future - low risk of CCC selling building
	Easier access to funding as building owner
	If HCP ceased to trade, building ownership would return to CCC - low risk of HCP being left with a building they cant use/sell
<b>Cons</b>	HCP takes on full costs of repairs and maintenance
	Upgrades dependant on funding

### Managers Recommendation

#### 1 Option 4 CCC gift building to HCP but retain ownership of land

Based on the coast analysis HCP could run the Hub as a self sustaining community facility.

On current facilities hire HCP would be able to cover annual costs with a small profit to go back into repairs and maintenance

If HCP could hire out the recently available office space, this would allow a profit to be put aside for future upgrades and maintenance

HCP could apply to Lotteries community Facilities fund to cover immediate upgrade needs such as exterior maintenance, kitchen upgrade, lighting etc

Ownership of the building would make access to this funding easier

#### 2 Option 3 HCP negotiates long term lease with CCC

If Option 4 is not accepted, a long term lease would be a second best option.

A long term lease that enabled HCP to act as owner of the building and make improvements and upgrades would allow HCP to access funding needed to carry out these repairs and upgrades

Attachment C

**381 HALSWELL ROAD (OLD HALSWELL LIBRARY) – Ground Lease and Gift of Building**

**FACTORS TO CONSIDER WHEN DEALING UNILATERALLY**

- 1.1 The Council must consider and meet the requirements of section 14 of the Local Government Act 2002 (LGA) in particular:
  - (1)(a) Conduct its business in an open, transparent, and democratically accountable manner,
  - (1)(f) Undertake any commercial transactions in accordance with sound business practices.
  - (1)(g) Ensure prudent stewardship and the efficient and effective use of its resources in the interests of its district or region, including planning effectively for the future management of its assets.
- 1.2 The relevant Council policies as recorded in the Council's Policy Register are:
  - 1.2.1 Property – Leasing Council Property – “where the Council recognises there is only one logical lessee for a public property, the Council will unilaterally deal with that lessee.” This includes facilities linked to contracts including but not limited to buildings on parks and reserves and not for profit organisations.
  - 1.2.2 Property - Disposal Of Council Property – to publicly tender properties for sale unless there is a clear reason for doing otherwise.
- 1.3 In addition it is useful and supportive to consider the Ministry of Business, Innovation and Employment 'Unsolicited Unique Proposals - How to deal with uninvited bids'; guidance for government entities dated May 2013 that recommends when evaluating an unsolicited proposal it needs to be ensured that there is a sound business case to support the decision to accept the unique unsolicited proposal.
- 1.4 The purpose of the MBIE Guidance on Unsolicited Proposals is to provide a methodology for considering unsolicited proposals in a way that:
  - is transparent and fair to everyone;
  - encourages the supplier community to put forward good ideas;
  - promotes objectivity; and
  - supports decisions based on sound fact and evidence.
- 1.5 Having given consideration to the above factors, it is the felt that this is not an unsolicited proposal but rather a continuation of services offered by the Halswell Community Project Incorporated (HCP) established for that purpose. It supports effective and efficient use of resources and the prudent management of the Council's assets.

**Considerations – Accepting the Proposal and: (1) Granting of a Ground Lease (Land), and; (2) 'Sale' of the Building**

- 1.6 There are a number of relevant legal considerations when making a decision about the proposal received and the future use of the property:
- 1.7 Decision Making sections 76 – 82 LGA



- Section 76 provides that “Every decision made by a local authority must be made in accordance with such of the provisions of sections 77, 78, 80, 81 and 82 as are applicable”. In summary those sections provide:
- Section 77 a local authority must, in the course of the decision-making process, seek to identify all reasonably practicable options for the achievement of the objective of a decision and in doing so assess the options in terms of their advantages and disadvantages.
- Section 78 the views and preferences of persons likely to be affected by, or to have an interest in, the matter must be considered.
- Section 79 provides that in considering how to achieve compliance with sections 77 and 78 they must consider the significance of the matter in accordance with its Significance and Engagement Policy.
- Section 80 sets out the matters that need to be clearly identified when making a decision that is inconsistent i.e. the inconsistency, reason for it and any intention of the local authority to amend the policy or plan to accommodate the decision.
- Section 81 provides contributions to decision making by Maori.
- Section 82 sets out the principles of consultation.

Section 78 does not require the Council to undertake a consultation process of itself but the Council must have some way of identifying the views and preferences of interested and affected persons.

- 1.8 There are further considerations under Section 97 LGA relating to situations where the Council is proposing to transfer the control of a “strategic asset” to or from the Council.
- 1.9 The Significance and Engagement Policy sets out the list of “strategic assets”. In particular, the Policy lists as “strategic assets”, community facilities as follows:

*Community Facilities*

- (i) Christchurch Town Hall;*
- (j) Christchurch Art Gallery and its permanent collection;*
- (k) all land and buildings comprising the Council's social housing portfolio;*
- (l) all public library facilities;*
- (m) all parks and reserves owned by or administered by the Council;*
- (n) all public swimming pools;*
- (o) all waterfront land and facilities owned or operated by the Council, including wharves, jetties, slipways, breakwaters and seawalls;*
- (p) cemeteries and listed heritage buildings and structures.*

*“All” or “its” means the asset as a whole.*

- 1.10 In this context 381 Halswell Road (the old Halswell Library) is not categorised as a ‘strategic asset’ and thus Section 97 does not apply.
- 1.11 The Council’s “Leasing Council Property” and “Disposal of Council Property” policies were developed to ensure that the Council was “consistent with the principles of legislation and the behaviours expected to prudently manage public property”.



## 8. Denton Park- Proposed Lease to Mas Oyama Kyokushin Karate Dojo

Reference / Te Tohutoro: 21/175211

Report of / Te Pou

Matua:

Felix Dawson, Leasing Consultant, felix.r.dawson@ccc.govt.nz

General Manager /

Pouwhakarae:

Mary Richardson, General Manager Citizens and Community;  
mary.richardson@ccc.govt.nz

### 1. Purpose of the Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is seek the approval of the Waipuna/Halswell-Hornby-Riccarton Community Board to grant a ground lease to Mas Oyama Kyokushin Karate Dojo for the land located at Denton Park 442 Main South Road as shown in the plan in Attachment A
- 1.2 The Mas Oyama Kyokushin Karate Dojo have been operating from the scout den premises since 2003. Scouts NZ no longer have a use for the building and subject to secure tenure the club have an agreement to purchase the building from Scouts NZ.
- 1.3 The decision in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by considering the number of and impact on those affected. The decision is effectively formalising the current status quo and is not expected to change the current use of the reserve.

### 2. Officer Recommendations / Ngā Tūtohu

That the Waipuna/Halswell-Hornby-Riccarton Community Board:

1. Grants a lease to Mas Oyama Kyokushin Karate Dojo Christchurch Charitable Trust over that area of land at Denton Park being approximately 340sqm and being part of the land described as RS 41304 as shown on the plan attached in Attachment A to the agenda report.
2. Approves the lease for a period of 33 years including renewals at an annual rental set in accordance with the Council's Sports Lease Charges Policy.
3. Approves the repair and renovation of the property by the proposed lessee subject to prior approval of plans by Parks staff.
4. Authorises the Manager Property Consultancy to conclude and administer the terms and conditions of the lease.
5. Recommends the Chief Executive, acting as the Minister of Conservation's delegate, approves the granting of a ground lease to Mas Oyama Kyokushin Karate Dojo Christchurch Charitable Trust pursuant to s54 of the Reserves Act 1977 for that part of the land being approximately 340sqm being described as RS 41304 shown on the plan attached in Attachment A to the agenda report.

### 3. Reason for Report Recommendations / Ngā Take mō te Whakatau

- 3.1 The club provide a valuable community service in the provision of karate training. Secure tenure is required to enable completion of the purchase of the building and to receive funding for repairs and renovation which are necessary for the property.

- 3.2 Secure tenure will also provide certainty for future club development.

#### 4. Alternative Options Considered / Ētahi atu Kōwhiringa

- 4.1 The option of making the site available for alternative use was considered and discounted on the basis of the track record for use of the site by the club and taking in to account the policy of dealing unilaterally with sports clubs on reserves.

#### 5. Detail / Te Whakamahuki

- 5.1 Mas Oyama Kyokushin Karate Dojo (MOK) have been operating from the site since 2013 by way of hiring the building from the current owner Scouts NZ.
- 5.2 Scouts NZ are in the process of rationalisation of properties and there is no longer a demand for a den on the site.
- 5.3 MOK have negotiated with Scouts NZ to purchase the building subject to obtaining a ground lease from the Council.
- 5.4 Previous negotiations for the purchase in 2015 were put on hold due to consideration of a proposal for a new library and service centre on the site. The proposal did not progress further but as a result maintenance on the building was deferred and there has been further deterioration. The roof requires replacement and is leaking.
- 5.5 MOK have plans for immediate replacement of the roof and in the medium term plan to undertake renovation or minor extension work within the proposed lease area to replace the current toilet facilities. All work will be subject to the meeting of building and other regulatory requirements.
- 5.6 MOK will require funding for the above work. They have advised that they have received a positive response to enquiries regarding funding but that secure tenure in the form of a lease is required.
- 5.7 Parks Unit staff have advised that there are no other plans for the use and/or development of the site and that the building “does not inhibit the effective outdoor recreational use” in terms of the Management Plan.
- 5.8 Parks Unit staff further advise that the land behind the building is of no value to use for recreational purpose and in addition presents maintenance crime and safety issues. It has historically been maintained by the club. For that reason it is recommended that the area behind the building as shown in the draft lease plan and marked ‘B’ should be included in the lease area. The club would be required to maintain the fence for the area.
- 5.9 The question of parking has been considered. The current parking arrangements are that the club use the public carpark. There is sufficient parking for the current level of use. Should the club expand its members significantly further parking may be required. There is capacity to expand the current Council public carpark which is one option. The alternative would be for a variation to the lease area to provide parking space within the lease area. It is not proposed to address this matter until and if the need arises.
- 5.10 Suitability as lessee
- Registered charity
  - Regular and consistent membership
  - Proven track record for use of the site
  - Financial capacity to pay rent

- 5.11 Key lease terms
- Ground lease: for building area 165sqm, green space-175sqm
  - Term: 33yrs
  - Rent calculated in accordance with Council policy for sports clubs and community groups
- 5.12 A public notice in the Press describing the intention of Council to consider the granting of a lease to MOK was lodged on 18 February 2021. A notification to key stakeholders was also undertaken on 23 February 2021. At the time of drafting this report there had been no objections to the proposal. There have been expressions of support from the Hornby Residents Association and the Hornby Rugby Club.
- 5.13 The decision affects the following wards/Community Board areas:
- 5.13.1 Waipuna/Halswell-Hornby-Riccarton Community Board

## 6. Policy Framework Implications / Ngā Hīraunga ā- Kaupapa here

### Strategic Alignment / Te Rautaki Tīaroaro

- 6.1 The karate dojo compliments other sporting activities on the reserve and does not limit use for outdoor recreation.
- 6.2 This report supports the [Council's Long Term Plan \(2018 - 2028\)](#):
- 6.2.1 Activity: Recreation, Sport, Community Arts & Events
- Level of Service: 7.0.3.1 Support citizen and partner organisations to develop, promote and deliver recreation and sport in Christchurch. - 4,000 of hours of staff support provided to 100 community organisations.

### Policy Consistency / Te Whai Kaupapa here

- 6.3 The decision is consistent with Council's Plans and Policies.
- 6.3.1 Sports Leases Charging Policy
- 6.3.2 Leasing Council Property Policy- Dealing unilaterally with incumbent tenant. Policy allows Council to deal with existing tenant when there is only one logical tenant including not for profit organisations particularly sports clubs on reserves.
- 6.3.3 Denton Park Management Plan (1987)- Building is existing and does not inhibit the outdoor recreational use of the Park. Its location is on the boundary next to a commercial building and is not usable for outdoor activities.

### Impact on Mana Whenua / Ngā Whai Take Mana Whenua

- 6.4 The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does specifically impact Mana Whenua, their culture and traditions.
- 6.5 The proposal to grant a new lease has been forwarded to Mahaanui Kurataio Ltd for comment. At the time of finalising the report no concerns were raised.

### Climate Change Impact Considerations / Ngā Whai Whakaaro mā te Āhuarangi

- 6.6 The granting of a new lease does not impact on climate change considerations.

### Accessibility Considerations / Ngā Whai Whakaaro mā te Hunga Hauā

- 6.7 The building complies with current building code requirements for accessibility.

## 7. Resource Implications / Ngā Hīraunga Rauemi

### Capex/Opex / Ngā Utu Whakahaere

- 7.1 Cost to Implement – Preparation of lease and public advertising costs to be recovered from the tenant.
- 7.2 Maintenance/Ongoing costs – tenant responsibility.
- 7.3 Funding Source – tenant responsibility

### Other / He mea anō

- 7.4 No other matters are applicable.

## 8. Legal Implications / Ngā Hīraunga ā-Ture

### Statutory power to undertake proposals in the report / Te Manatū Whakahaere Kaupapa

- 8.1 Delegations-Parks (Part D-Sub Part 1- Community Boards). Authority delegated from Council to Community Board “To grant leases of recreation reserves in accordance with this section”.
- 8.2 Reserves Act 1977: Enter into ground lease pursuant to s54.
- 8.3 Reserves Act 1977: Requirement for Ministers Consent delegated to Council by the Crown, 12 June 2013, sub delegated by Council to CE.

### Other Legal Implications / Ētahi atu Hīraunga-ā-Ture

- 8.4 The legal considerations are:
  - 8.4.1 Correct application of provisions pursuant to 8.1-8.3 above
  - 8.4.2 Local Government Act 2002- Decision Making, Dealing Unilaterally
  - 8.4.3 Reserves Act 1977-Public Notification pursuant to s119-120
- 8.5 This report has not been reviewed and approved by the Legal Services Unit

## 9. Risk Management Implications / Ngā Hīraunga Tūraru

- 9.1
  - 9.1.1 That the proposed lessee will not undertake the work and the property will deteriorate further.
  - 9.1.2 Not making a decision will result in further deterioration of the building

## Attachments / Ngā Tāpirihanga

No.	Title	Page
A <a href="#">↓</a>	21/278464- Attachment A-Mas Oyama Kyokushin-lease plan 9-3-2021	52

In addition to the attached documents, the following background information is available:

Document Name	Location / File Link
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## Confirmation of Statutory Compliance / Te Whakatūtutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

## Signatories / Ngā Kaiwaitohu

<b>Author</b>	Felix Dawson - Leasing Consultant
<b>Approved By</b>	Kathy Jarden - Team Leader Leasing Consultancy Angus Smith - Manager Property Consultancy Andrew Rutledge - Head of Parks Mary Richardson - General Manager Citizens & Community







## 9. Proposed Road Names - 366 Halswell Junction Road

Reference / Te Tohutoro: 21/233429

Report of: Paul Lowe, Principal Advisor Resource Consents,  
paul.lowe@ccc.govt.nz

General Manager: Carolyn Gallagher, General Manager Infrastructure, Planning and  
Regulatory Services, carolyn.gallagher@ccc.govt.nz

### 1. Purpose of Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Waipuna/Halswell-Hornby-Riccarton Community Board to approve the proposed road names at 366 Halswell Junction Road in Halswell.
- 1.2 This report is staff generated resulting from a naming request received from the subdivision developer.

### 2. Officer Recommendations / Ngā Tūtohu

That the Waipuna/Halswell-Hornby-Riccarton Community Board resolves to:

1. Approve the following new road names for 366 Halswell Junction Road (RMA/2019/1286):
  - a. Road 1 - Rewi Alley Street
  - b. Road 2 - Liquidambar Street
  - c. Lane 1 - Korokio Lane
  - d. Lane 2 - Akiraho Lane
  - e. Lane 3 - Olearia Lane

### 3. Background / Te Horopaki

#### Introduction / Te Whakatkinga

- 3.1 Road naming requests have been submitted by Patterson Pitts Group on behalf of the developer, for the subdivision of 366 Halswell Junction Road (RMA/2019/1286). A preferred name and alternative names, have been put forward by the developer for each road.
- 3.2 The recommended road names have been checked against existing road names in Christchurch and bordering districts, for duplication, alternative spelling, or other similarities in spelling or pronunciation to avoid the potential for confusion. The proposed names are considered sufficiently different to existing road names.
- 3.3 The recommended road names have been checked against the Council's Roads and Right-of-Way Naming Policy dated 2 November 1993 and are considered to be consistent with this policy except as outlined below.
- 3.4 The recommended road names have also been checked against the Australia and New Zealand Standard AS/NZS 4819:2011 Rural and Urban Addressing. The names are considered to be consistent with the Standard unless otherwise stated below.
- 3.5 Under the Roads and Right-of-Way Naming Policy, the names considered must be requested by the developer. There is not an ability to consider alternative names without first checking whether there are any duplications or similarities with other road and right-of-way names.

- 3.6 Consultation has been undertaken with Land Information New Zealand who have raised no concerns with the proposed road names.
- 3.7 The names requested have been accompanied by an explanation of the background to the names, which is summarised below, along with correspondence with the applicant.

#### **Assessment of Significance and Engagement / Te Aromatawai Whakahirahira**

- 3.8 The decision in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
- 3.9 The level of significance was determined by the number of people affected and/or with an interest.
- 3.10 Council's Senior Advisor Ngāi Tahu & Maori Relationships has been consulted and has raised no concerns with the suitability of the proposed te reo Māori names as set out below.
- 3.11 Due to the assessment of low significance, no further community engagement and consultation is required.

#### **Proposed Names**

- 3.12 The proposed names are shown in **Attachment A**.
- 3.13 The proposed options are themed for a prominent Cantabrian, past owners, the historical use of the site, and plant names. The plant names continues the theme from Awatea Park to the north of the site and ties into the property previously being a tree nursery.
- 3.14 A road name theme has developed in the locality for fallen Anzac soldiers, however the two adjacent subdivisions along Halswell Junction Road to the southeast have already exhausted the available names from the Halswell Memorial.
- 3.15 Road 1 - Preferred name: Rewi Alley Street
- 3.16 Rewi Alley (1897-1987) was a Canterbury-born writer and political activist. He was born in Springfield and named after Rewi Maniapoto, a Māori chief during the 1860s. He was the founder and inspiration for the NZ China Friendship Society, dedicating 60 years of his life to China and helped establish the Chinese Industrial Cooperatives and technical training schools. He was a prolific writer about 20th century China, and especially the communist revolution and also translated numerous Chinese poems.
- 3.17 Road 2 - Preferred name: Liquidambar Street
- 3.18 Liquidambar is the only genus in the flowering plant family Altingiaceae and has 15 species. They are decorative deciduous trees that are used in the wood industry and for ornamental purposes.
- 3.19 Lane 1 - Preferred name: Korokio Lane
- 3.20 Korokio is the te reo Māori name for '*Corokia cotoneaster*' a flowering plant in the family Argophyllaceae that is a native and endemic plant in New Zealand.
- 3.21 Lane 2 - Preferred name: Akiraho Lane
- 3.22 Akiraho is the te reo Māori name for '*Olearia paniculata*', also known as Golden Akeake, which is a species of shrub or tree in the family Asteraceae. It is a small evergreen tree that is indigenous and commonly found in both the North and South Islands of New Zealand.
- 3.23 Lane 3 - Preferred name: Olearia Lane
- 3.24 Olearia, most commonly known as daisy-bush or tree daisies is a genus of flowering plants, shrubs and small trees. Olearia are found in Australia, New Guinea and New Zealand.

### Alternative Names

- 3.25 Rhododendron Street/Lane - Rhododendrons are woody stemmed plants grown mainly for their massed display of flowers, which vary greatly in size. Mainly broad-leaved, flowers generally flat, funnel-, bell- or trumpet-shaped.
- 3.26 Pittosporum Street/Lane - Pittosporum is a genus of about 200 species of flowering plants in the family Pittosporaceae and are mainly found in Australasia, Oceania, eastern Asia and some parts of Africa. The species are trees and shrubs growing to 2–30 m tall.
- 3.27 Carex Street/Lane - Carex is a vast genus of more than 2,000 species of grass-like plants in the family Cyperaceae, commonly known as sedges. New Zealand has 170 native and 43 introduced sedge species.
- 3.28 Livery Street/Lane - Joshua Page (1827-1900) was the first owner of the property in the 1870's, and was a livery stable keeper. A livery stable is a stable where horse owners pay a fee to keep their horses.
- 3.29 Stubberfield Street/Lane - John Harvey Stubberfield (1925-1982) was a farmer who owned the land from 1973 to 1983. His grandfather immigrated to New Zealand in the 1880s and settled in Christchurch.
- 3.30 Farmers Street/Lane - The property has historically been used as a farm. The McTeigue family were long running owners who farmed the land for 70 years. McTeigue Road to the northwest of the property is named for them.
- 3.31 Gloria Street/Lane - Gloria is a name personal to the developers (family member). *Note: This is a preference of the applicant but Council Officers are not supportive of it because it has no relevance to the locality nor any historical connection to the site.*
- 3.32 Allwood Street/Lane - Allwood Trees were located on this site for 15 years and are a tree and shrub nursery that is now located in Prebbleton. *Note: This is a preference of the applicant but Council Officers were not supportive of it as it because Allwood Trees remains a commercial entity but on another site and it is not a historical name nor related to a prominent community member.*
- 3.33 *Note: If any alternative name is chosen the appropriate road type will be used.*

### Attachments

No.	Title	Page
A <a href="#">↓</a>	RMA/2019/1286 - Road Naming Plan - 366 Halswell Junction Road	57

### Confirmation of Statutory Compliance / Te Whakatūtutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

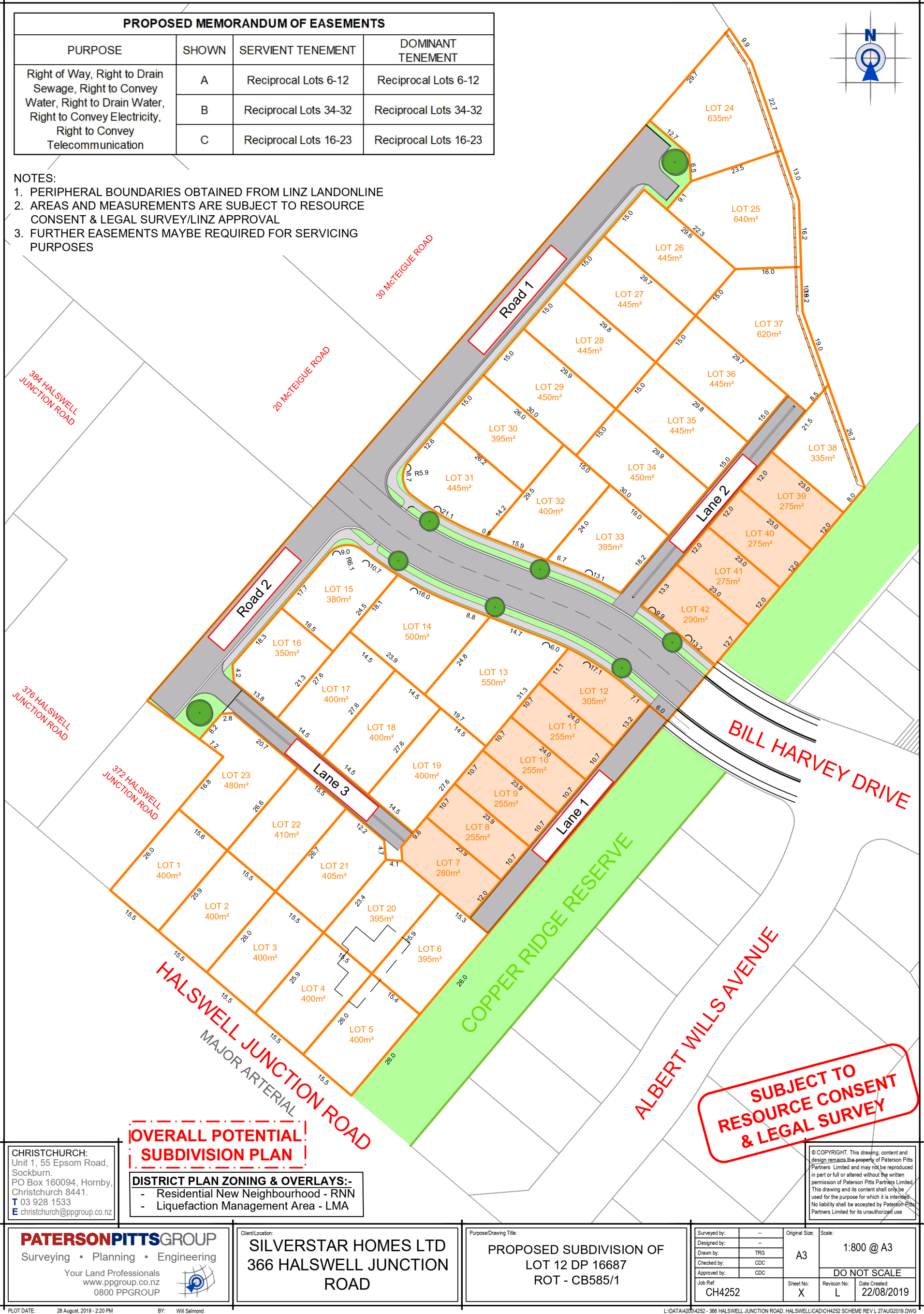
(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

## Signatories / Ngā Kaiwaitohu

<b>Authors</b>	Leashelle Miller - Planning Technician Paul Lowe - Principal Advisor Resource Consents
<b>Approved By</b>	John Higgins - Head of Resource Consents Carolyn Gallagher - Acting General Manager Infrastructure Planning & Regulatory Services





## 10. Mona Vale Avenue, Riccarton - Proposed P120 Restrictions

Reference / Te Tohutoro: 21/191218

Report of / Te Pou Matua: Barry Hayes, Traffic Engineer, barry.hayes@ccc.govt.nz

General Manager /  
Pouwhakarae: Carolyn Gallagher, General Manager Infrastructure, Planning and  
Regulatory Services, carolyn.gallagher@ccc.govt.nz

### 1. Purpose of the Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Waipuna/Halswell-Hornby-Riccarton Community Board to consider the approval of 120 minute parking restrictions on a part of Mona Vale Avenue in Riccarton.
- 1.2 This report has been written in response to a request from local residents to investigate the effect of long term parking upon the availability of short term parking for local residents.
- 1.3 The decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the low level of impact and low number of people affected by the recommended decision.
- 1.4 The community engagement and consultation outlined in this report reflect the assessment.
- 1.5 The recommended option is to install the 120 minute restrictions on Mona Vale Avenue in accordance with **Attachment A**. A location plan is shown in **Attachment B**.
- 1.6 These measures have been requested to:
  - Increase opportunities for short stay parking for visitors, customers and couriers.
  - Increase turnover of parking spaces throughout the day.Deter all day parking by students and staff.

### 2. Officer Recommendations / Ngā Tūtohu

That the Waipuna/Halswell-Hornby-Riccarton Community Board:

1. Approves that a parking place on the east side of Mona Vale Avenue commencing at a point 17 metres north of its intersection with Kilmarnock Street and extending in a northerly direction for a distance of 123 metres be restricted to a maximum period of 120 minutes between the hours of 9am and 4pm Monday to Friday.
2. Revokes any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the traffic controls described in resolution 1 above.
3. Approves that these resolutions take effect when the road markings that evidence the restrictions described in the staff report are in place (or removed in the case of revocations).

### 3. Reason for Report Recommendations / Ngā Take mō te Whakataua

- 3.1 Two residents on Mona Vale Avenue have requested additional opportunities for short stay parking during school term.
- 3.2 The recommendations will improve short stay parking for local residents and their visitors and assist service vehicles.



## 4. Alternative Options Considered / Ētahi atu Kōwhiringa

### Maintain the status quo

- 4.1 The advantages of this option include:
  - 4.1.1 Provides more convenient parking opportunities for students and staff.
- 4.2 The disadvantages of the option include:
  - 4.2.1 Does not address the residents' concerns over the lack of short stay parking opportunities during the weekdays.

## 5. Detail / Te Whakamahuki

- 5.1 In July 2020 this Community Board approved the introduction of P120 restrictions along part of Mona Vale Avenue.
- 5.2 This was in response to local resident concerns relating to all day parking on both sides of this street that is generated by students of the nearby high school. This is considered to be so intensive that parking opportunities during a typical weekday are extremely limited during school term.
- 5.3 The approved P120 restrictions were subsequently introduced and applied to approximately 5 parking spaces.
- 5.4 Staff monitored the usage of these spaces during the week and it was evident that the spaces were used intensively. The parking compliance team were also consulted who confirmed that they provided regular enforcement and that drivers were generally complying with the new restrictions.
- 5.5 Shortly afterwards staff were contacted by two local residents who requested that the restrictions were extended, due to the popularity of the new short stay spaces.
- 5.6 Approval is required by the Waipuna/Halswell-Hornby-Riccarton Community Board.
- 5.7 If approved, the recommendations will be implemented within the current financial year.

### Community Views and Preferences

- 5.8 Staff prepared a draft proposal for providing additional P120 spaces along the remainder of this section of Mona Vale Avenue. Two options were provided which achieved 5 or 10 additional P120 spaces that would replace all day parking.
- 5.9 Affected property owners and residents on Mona Vale Avenue (all addresses between Kilmarnock Street and Matai Street East) and the Deans Avenue Precinct Society were contacted by letter and invited to comment.
- 5.10 Eleven submissions were received from property owners and tenants, of whom 10 (including the Deans Avenue Precinct Society) were in support of 10 spaces being provided and one submitter who objected to any changes.
- 5.11 Staff consider that the proposal is overwhelmingly supported by local residents and that the proposal is consistent with the Council's suburban parking policy to discourage all day parking on street in busy urban areas. Consequently staff are recommending the proposal in this report.
- 5.12 The Team Leader Parking Compliance supports the preferred option.
- 5.13 The do nothing option is inconsistent with the community request for additional short stay parking opportunities.



## 6. Policy Framework Implications / Ngā Hīraunga ā- Kaupapa here

### Strategic Alignment / Te Rautaki Tīaroaro

- 6.1 Council's strategic priorities have been considered in formulating the recommendations in this report, however this area of work is not specifically covered by an identified priority.
- 6.2 The recommendations in this report are also consistent with the anticipated outcomes of the Traffic Safety & Efficiency Service Plan in the [Councils Long Term Plan \(2018 - 2028\)](#).

### Policy Consistency / Te Whai Kaupapa here

- 6.3 The recommendations in this report are consistent with the [Christchurch Suburban Parking Policy](#).
- 6.4 Policy 1 relates to prioritising suburban road space according to Table 1 - Road priority matrix. Within the matrix for residential areas, the seventh priority is to provide short stay parking.
- 6.5 On-street parking for commuters is classified as the eighth (lowest) priority in residential areas.

### Impact on Mana Whenua / Ngā Whai Take Mana Whenua

- 6.6 The effects of this proposal upon Mana Whenua are expected to be insignificant.

### Climate Change Impact Considerations / Ngā Whai Whakaaro mā te Āhuarangi

- 6.7 This proposal does not have any significant effect upon carbon emissions and Climate Change.

### Accessibility Considerations / Ngā Whai Whakaaro mā te Hunga Hauā

- 6.8 The effects of this proposal upon accessibility are expected to be insignificant.

## 7. Resource Implications / Ngā Hīraunga Rauemi

### Capex/Opex / Ngā Utu Whakahaere

- 7.1 Cost to Implement – approximately \$500 for the new signs and line markings and \$750 for producing the report.
- 7.2 Maintenance/Ongoing costs – approximately \$500/year.
- 7.3 Funding Source –Traffic Operations Signs and Markings budget (installation)/existing Transport maintenance budgets for ongoing maintenance.

### Other

- 7.4 None identified.

## 8. Legal Implications / Ngā Hīraunga ā-Ture

### Statutory power to undertake proposals in the report / Te Manatū Whakahaere Kaupapa

- 8.1 Part 1, Clauses 7 and 8 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides Council with the authority to install parking restrictions by resolution.
- 8.2 The Community Boards have delegated authority from the Council to exercise the delegations as set out in the Register of Delegations. The list of delegations for the Community Boards includes the resolution of stopping restrictions and traffic control devices.
- 8.3 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.

### Other Legal Implications / Ētahi atu Hīraunga-ā-Ture

- 8.4 There is a legal context, issue or implication relevant to this decision.
- 8.5 This specific report has not been reviewed and approved by the Legal Services Unit however the report has been written using a general approach previously approved of by the Legal Services Unit, and the recommendations are consistent with the policy and legislative framework outlined in sections 8.1 – 8.3.

## 9. Risk Management Implications / Ngā Hīraunga Tūraru

- 9.1 Not applicable.

### Attachments / Ngā Tāpirihanga

No.	Title	Page
A <a href="#">↓</a>	Site plan Mona Vale Ave - extension of P120 restrictions	63
B <a href="#">↓</a>	Location plan - Mona Vale Ave	64

## Confirmation of Statutory Compliance / Te Whakatūturutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

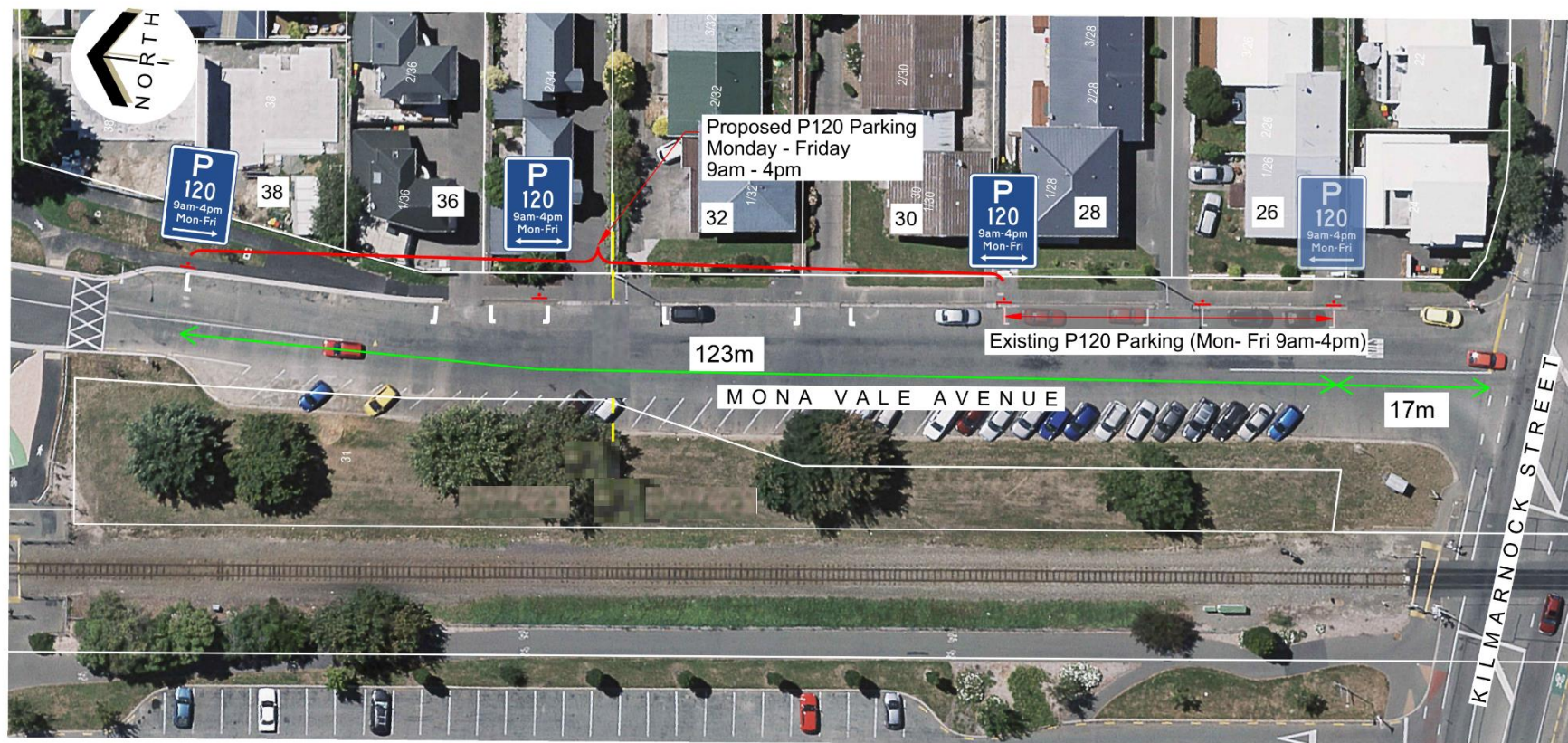
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(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

## Signatories / Ngā Kaiwaitohu

<b>Author</b>	Barry Hayes - Traffic Engineer
<b>Approved By</b>	Stephen Wright - Team Leader Traffic Operations Steffan Thomas - Manager Operations (Transport) Richard Osborne - Head of Transport



Christchurch  
City Council

**Mona Vale Avenue - Riccarton**  
Extension to existing P120 parking restriction  
For Community Board Approval

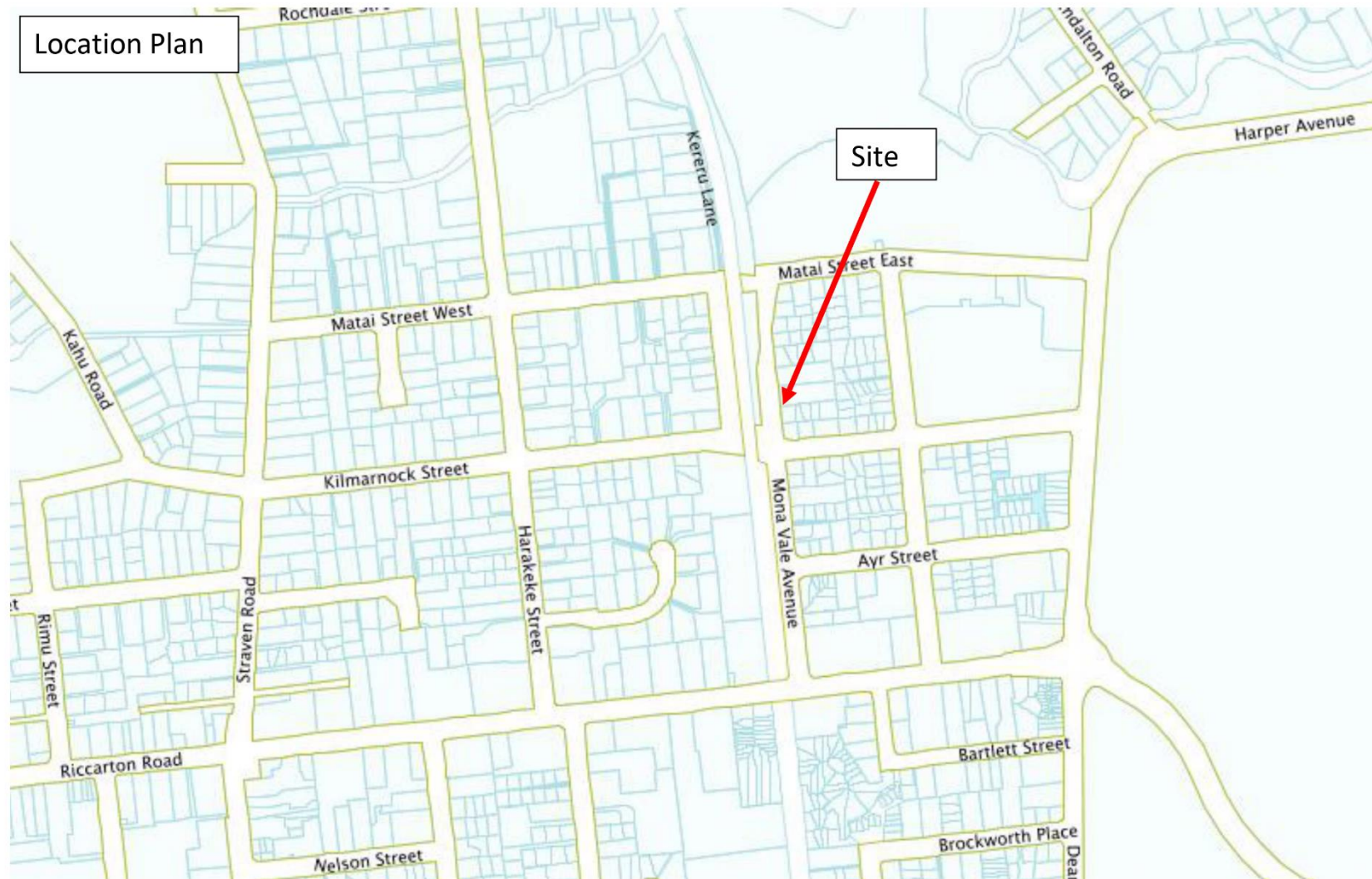
Attachment A

Designed by BH, Approved by SW

Original Plan Size: A4

ISSUE. 1 03/11/2020  
TG139115 MJR





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## 11. Elected Members' Information Exchange / Te Whakawhiti Whakaaro o Te Kāhui Amorangi

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This item provides an opportunity for Board Members to update each other on recent events and/or issues of relevance and interest to the Board.

## 12. Resolution to Exclude the Public

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

I move that the public be excluded from the following parts of the proceedings of this meeting, namely items listed overleaf.

Reason for passing this resolution: good reason to withhold exists under section 7.

Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

### Note

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

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):

- (a) Shall be available to any member of the public who is present; and
- (b) Shall form part of the minutes of the local authority.”

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

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE RELEASED
7.	381 HALSWELL ROAD (OLD HALSWELL LIBRARY) - FUTURE USE				
	ATTACHMENT D - HCP FINANCIAL INFORMATION	S7(2)(A), S7(2)(B)(II)	PROTECTION OF PRIVACY OF NATURAL PERSONS, PREJUDICE COMMERCIAL POSITION	FINANCIAL DETAILS COMMERCIALY SENSITIVE TO HCP	NOT TO BE RELEASED AS THIS CONTAINS COMERCIAL INFORMATION AND IN PARTICULAR PERSONAL INFORMATION I.E. SALARIES