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## **Christchurch City Council**

### **AGENDA**

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#### **Notice of Meeting:**

An ordinary meeting of the Christchurch City Council will be held on:

**Date:** **Thursday 11 August 2022**  
**Time:** **9.30am**  
**Venue:** **Council Chambers, Civic Offices,  
53 Hereford Street, Christchurch**

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#### **Membership**

Chairperson	Mayor Lianne Dalziel
Deputy Chairperson	Deputy Mayor Andrew Turner
Members	Councillor Jimmy Chen Councillor Catherine Chu Councillor Melanie Coker Councillor Pauline Cotter Councillor Mike Davidson Councillor Celeste Donovan Councillor Anne Galloway Councillor James Gough Councillor Yani Johanson Councillor Aaron Keown Councillor Sam MacDonald Councillor Phil Mauger Councillor Jake McLellan Councillor Tim Scandrett Councillor Sara Templeton

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**5 August 2022**

#### **Principal Advisor**

Dawn Baxendale  
Chief Executive  
Tel: 941 8999

Samantha Kelly  
Team Leader Hearings & Committee Support  
941 6227  
samantha.kelly@ccc.govt.nz  
[www.ccc.govt.nz](http://www.ccc.govt.nz)

Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. If you require further information relating to any reports, please contact the person named on the report.

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# Developing Resilience in the 21st Century

Strategic Framework

Whiria ngā whenu o ngā papa,  
honoa ki te maurua tāukiuki  
Bind together the strands of each mat and join  
together with the seams of respect and reciprocity

## 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

<p>Being open, transparent and democratically accountable</p> <p>Promoting equity, valuing diversity and fostering inclusion</p>	<p>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</p>	<p>Building on the relationship with Te Rūnanga o Ngāi Tahu and the Te Hononga-Council Papatipu Rūnanga partnership, reflecting mutual understanding and respect</p>	<p>Actively collaborating and co-operating with other local, regional and national organisations</p> <p>Ensuring the diversity and interests of our communities across the city and the district are reflected in decision-making</p>
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### Community Outcomes

<p><b>Resilient communities</b></p> <p>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)</p>	<p><b>Liveable city</b></p> <p>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</p>	<p><b>Healthy environment</b></p> <p>Healthy water bodies High quality drinking water Unique landscapes and indigenous biodiversity are valued and stewardship exercised Sustainable use of resources and minimising waste</p>	<p><b>Prosperous economy</b></p> <p>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</p>
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### Strategic Priorities

<p><b>Enabling active and connected communities to own their future</b></p>	<p><b>Meeting the challenge of climate change through every means available</b></p>	<p><b>Ensuring a high quality drinking water supply that is safe and sustainable</b></p>	<p><b>Accelerating the momentum the city needs</b></p>	<p><b>Ensuring rates are affordable and sustainable</b></p>
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<p><b>Ensuring we get core business done while delivering on our Strategic Priorities and achieving our Community Outcomes</b></p>				
<p>Engagement with the community and partners</p>	<p>Strategies, Plans and Partnerships</p>	<p>Long Term Plan and Annual Plan</p>	<p>Our service delivery approach</p>	<p>Monitoring and reporting on our progress</p>

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## Karakia Tīmatanga

### 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. Public Participation Te Huinga Tūmatanui

#### 3.1 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.

#### 3.2 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.

### 4. Presentation of Petitions Ngā Pākikitanga

There were no Presentation of Petitions at the time the agenda was prepared.

## 5. Council Minutes - 7 July 2022

Reference / Te Tohutoro: 22/922054

Report of / Te Pou Matua: Samantha Kelly, Team Leader Hearings and Committee Support, samantha.kelly@ccc.govt.nz

General Manager / Pouwhakarae: Dawn Baxendale, Chief Executive, dawn.baxendale@ccc.govt.nz

### 1. Purpose of Report Te Pūtake Pūrongo

For the Council to confirm the minutes from the Council meeting held 7 July 2022.

### 2. Recommendation to Council

That the Council Confirm the Minutes from the Council meeting held 7 July 2022.

### Attachments Ngā Tāpirihanga

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### Signatories / Ngā Kaiwaitohu

Author	Samantha Kelly - Team Leader Hearings & Committee Support
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## Christchurch City Council MINUTES

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**Date:** Thursday 7 July 2022  
**Time:** 9.36am  
**Venue:** Council Chambers, Civic Offices,  
53 Hereford Street, Christchurch

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**Present**

Chairperson	Mayor Lianne Dalziel – via audio/visual link
Deputy Chairperson	Deputy Mayor Andrew Turner
Members	Councillor Jimmy Chen
	Councillor Catherine Chu – via audio/visual link
	Councillor Melanie Coker
	Councillor Pauline Cotter – via audio/visual link
	Councillor Mike Davidson
	Councillor Celeste Donovan – via audio/visual link
	Councillor Anne Galloway – via audio/visual link
	Councillor James Gough – via audio/visual link
	Councillor Yani Johanson
	Councillor Aaron Keown
	Councillor Sam MacDonald
	Councillor Phil Mauger
	Councillor Jake McLellan
	Councillor Tim Scandrett
	Councillor Sara Templeton

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**Principal Advisor**

Dawn Baxendale  
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**Karakia Tīmatanga:** The Deputy Mayor.

Deputy Mayor Turner assumed the Chair.

The agenda was dealt with in the following order.

## 1. Apologies Ngā Whakapāha

### Council Resolved CNCL/2022/00048

That the apologies for partial absence from Councillors Gough and Donovan and the apology for lateness from Councillor Mauger be accepted.

Deputy Mayor/Councillor Chen

**Carried**

## 2. Declarations of Interest Ngā Whakapuaki Aronga

The Mayor declared an interest in Item 18.

Councillor MacDonald left the meeting at 9.38am during consideration of item 3.1.

## 3. Public Participation Te Huinga Tūmatanui

### 3.1 Public Forum Te Huinga Whānui

#### 3.1.1 Genevieve Robinson

Genevieve Robinson presented regarding the drone project being implemented as part of SailGP next year.

### 3.2 Deputations by Appointment Ngā Huinga Whakaritenga

#### 3.2.1 Malcolm Long - Ōpāwaho Heathcote River Network

Malcolm Long presented on behalf of the Ōpāwaho Heathcote River Network regarding item 9 Ōpāwaho (Lower Heathcote) Guidance Plan.

## 4. Presentation of Petitions Ngā Pākikitanga

There was no presentation of petitions.

## 32. Resolution to Include Supplementary Reports

### Council Resolved CNCL/2022/00049

That the reports be received and considered at the Council meeting on Thursday, 7 July 2022.

#### Open Items

33. Draft submission on Water Services Entities Bill

Deputy Mayor/Councillor Coker

**Carried**

**5. Council Minutes - 9 June 2022**

**Council Resolved CNCL/2022/00050**

That the Council confirms the Minutes from the Council meeting held 9 June 2022.

AND

That the Council confirms the Minutes from the Council - Annual Plan meeting held 21 June 2022.

AND

That the Council confirms the Minutes from the Extraordinary Council meeting held 30 June 2022.

AND

That the Council receives the Minutes from the Audit and Risk Management Committee meeting held 15 June 2022.

Deputy Mayor/Councillor Keown

**Carried**

**6. Council - Annual Plan Minutes - 21 June 2022**

**Council Decision**

Refer item 5.

**7. Council Minutes - 30 June 2022**

**Council Decision**

Refer item 5.

**16. Audit and Risk Management Committee Minutes - 15 June 2022**

**Council Decision**

Refer item 5.

Councillor Templeton left the meeting at 10.04am and returned at 10.16am during consideration of item 8.

Councillor Templeton left the meeting at 10.27am and returned at 10.30am during consideration of item 8.

Councillor McLellan left the meeting at 10.31am during consideration of item 8.

Councillor MacDonald returned to the meeting at 10.36am during consideration of item 8.

The meeting adjourned at 10.36am and reconvened at 10.55am. Councillors Donovan and Gough were not present at this time.

Councillor McLellan returned to the meeting at 10.55am.

## 8. Monthly Report from the Community Boards - June 2022

Mike Mora, Chairperson joined the meeting for presentation of the **Waipuna Halswell-Hornby-Riccarton Community Board Report**.

Alexandra Davids, Chairperson joined the meeting for presentation of the **Waikura Linwood-Central-Heathcote Community Board Report**.

Emma Norrish, Chairperson joined the meeting for presentation of the **Waipapa Papanui-Innes Community Board Report** (via audio/visual link).

Karolin Potter, Chairperson joined the meeting for presentation of the **Waihoru Spreydon-Cashmere Community Board Report**.

Tori Peden, Chairperson joined the meeting for presentation of the **Te Pātaka o Rākauhautū Banks Peninsula Community Board Report**.

Kelly Barber, Chairperson joined the meeting for presentation of the **Waitai Coastal-Burwood Community Board Report**.

Bridget Williams, Chairperson joined the meeting for presentation of the **Waimāero Fendalton-Waimairi-Harewood Community Board Report**.

### Council Resolved CNCL/2022/00051

That the Council:

1. Receive the Monthly Report from the Community Boards June 2022.

Deputy Mayor/Councillor Chen

**Carried**

### Attachments

- A Council 7 July 2022 - Halswell-Hornby-Riccarton Community Board Presentation to Council
- B Council 7 July 2022 - Linwood-Central-Heathcote Community Board Presentation to Council
- C Council 7 July 2022 - Papanui-Innes Community Board Presentation to Council
- D Council 7 July 2022 - Spreydon-Cashmere Community Board Presentation to Council
- E Council 7 July 2022 - Banks Peninsula Community Board PowerPoint to Council
- F Council 7 July 2022 - Coastal-Burwood Community Board Presentation to Council
- G Council 7 July 2022 - Fendalton-Waimairi-Harewood Community Board Presentation to Council

Councillor Donovan returned to the meeting at 11.01am during consideration of item 9.

Councillor Mauger joined the meeting at 11.03am during consideration of item 9.

Council  
07 July 2022

Christchurch  
City Council 

## Report from Linwood-Central-Heathcote Community Board - 15 June 2022

### 9. Ōpāwaho (Lower Heathcote) Guidance Plan

The Council accepted the Community Board recommendations and also included two additional resolutions (3 and 4).

#### Council Resolved CNCL/2022/00052

That the Council:

1. Endorses the Ōpāwaho (Lower Heathcote) Guidance Plan adopted by the Waikura Linwood-Central-Heathcote Community Board at its 15 June 2022 meeting. (Attachment A).
2. Notes that the adoption or endorsement of the Ōpāwaho (Lower Heathcote) Guidance Plan does not commit the Waikura Linwood-Central-Heathcote Community Board, the Council or any community partner to the implementation of the Plan. Instead, the Plan will provide future Community Boards and community groups a coherent big picture from which to advocate for projects and funding, the implementation of which will be undertaken as and when resources are allocated over time.
3. Acknowledges with appreciation for the contribution to the development of the Guidance Plan:
  - a. The working party members and the community organisations they represented.
  - b. Council staff.
  - c. The Waikura Linwood-Central-Heathcote Community Board.
4. Requests staff to consider what actions can be implemented out of existing budgets within the next 12 months.

Councillor Johanson/Councillor Templeton

**Carried**

## Report from Linwood-Central-Heathcote Community Board - 15 June 2022

### 10. Slow Speed Neighbourhoods - Opawa

#### Council Resolved CNCL/2022/00053

#### Community Board recommendations accepted without change.

That the Council:

#### Speed Limit Changes

1. Approves, pursuant to Part 4 Clause 27 of the Christchurch City Council Traffic and Parking Bylaw 2017 and Land Transport Rule: Setting of Speed Limits 2022, that the speed limits on the following roads be revoked and set generally as identified in Attachment A to the staff report and listed below in clauses 1a-1ppp (including resultant changes made to the Christchurch City Council Register of Speed Limits and associated Speed Limit Maps).

- a. Revoke the existing permanent speed limit of 50 kilometres per hour on Hornbrook Street (entire length).
- b. Approve that the permanent speed limit on Hornbrook Street (entire length) be set at 30 kilometres per hour.
- c. Revoke the existing permanent speed limit of 50 kilometres per hour on Bond Street (entire length).
- d. Approve that the permanent speed limit on Bond Street (entire length) be set at 30 kilometres per hour.
- e. Revoke the existing permanent speed limit of 50 kilometres per hour on Hassals Lane (entire length).
- f. Approve that the permanent speed limit on Hassals Lane (entire length) be set at 30 kilometres per hour.
- g. Revoke the existing permanent speed limit of 50 kilometres per hour on Westby Street (entire length).
- h. Approve that the permanent speed limit on Westby Street (entire length) be set at 30 kilometres per hour.
- i. Revoke the existing permanent speed limit of 50 kilometres per hour on York Street (entire length).
- j. Approve that the permanent speed limit on York Street (entire length) be set at 30 kilometres per hour.
- k. Revoke the existing permanent speed limit of 50 kilometres per hour on Acorn Close (entire length).
- l. Approve that the permanent speed limit on Acorn Close (entire length) be set at 30 kilometres per hour.
- m. Revoke the existing permanent speed limit of 50 kilometres per hour on Fifield Terrace from its intersection with Waltham Road to its intersection with Ensors Road.
- n. Approve that the permanent speed limit on Fifield Terrace from its intersection with Waltham Road to its intersection with Ensors Road be set at 30 kilometres per hour.
- o. Revoke the existing permanent speed limit of 50 kilometres per hour on Locarno Street (entire length).
- p. Approve that the permanent speed limit on Locarno Street (entire length) be set at 30 kilometres per hour.
- q. Revoke the existing permanent speed limit of 50 kilometres per hour on Cholmondeley Avenue (entire length).
- r. Approve that the permanent speed limit on Cholmondeley Avenue (entire length) be set at 30 kilometres per hour.
- s. Revoke the existing permanent speed limit of 50 kilometres per hour on Reeves Road (entire length).
- t. Approve that the permanent speed limit on Reeves Road (entire length) be set at 30 kilometres per hour.
- u. Revoke the existing permanent speed limit of 50 kilometres per hour on Fifield Terrace from its intersection with Ensors Road to its intersection with Beckford Road.

- v. Approve that the permanent speed limit on Fifield Terrace from its intersection with Ensors Road to its intersection with Beckford Road be set at 30 kilometres per hour.
- w. Revoke the existing permanent speed limit of 50 kilometres per hour on Ford Road from its intersection with Fifield Terrace to its intersection with Hawford Road.
- x. Approve that the permanent speed limit on Ford Road from its intersection with Fifield Terrace to its intersection with Hawford Road be set at 30 kilometres per hour.
- y. Revoke the existing permanent speed limit of 50 kilometres per hour on Fifield Terrace from its intersection with Beckford Road and extending in a southerly direction to the end of the cul-de-sac.
- z. Approve that the permanent speed limit on Fifield Terrace from its intersection with Beckford Road and extending in a southerly direction to the end of the cul-de-sac be set at 30 kilometres per hour.
- aa. Revoke the existing permanent speed limit of 50 kilometres per hour on Ombersley Terrace (entire length).
- bb. Approve that the permanent speed limit on Ombersley Terrace (entire length) be set at 30 kilometres per hour.
- cc. Revoke the existing permanent speed limit of 50 kilometres per hour on Butler Street (entire length).
- dd. Approve that the permanent speed limit on Butler Street (entire length) be set at 30 kilometres per hour.
- ee. Revoke the existing permanent speed limit of 50 kilometres per hour on Tekapo Place (entire length).
- ff. Approve that the permanent speed limit on Tekapo Place (entire length) be set at 30 kilometres per hour.
- gg. Revoke the existing permanent speed limit of 50 kilometres per hour on Newbery Street (entire length).
- hh. Approve that the permanent speed limit on Newbery Street (entire length) be set at 30 kilometres per hour.
- ii. Revoke the existing permanent speed limit of 50 kilometres per hour on Kitchener Place (entire length).
- jj. Approve that the permanent speed limit on Kitchener Place (entire length) be set at 30 kilometres per hour.
- kk. Revoke the existing permanent speed limit of 50 kilometres per hour on Louisson Place (entire length).
- ll. Approve that the permanent speed limit on Louisson Place (entire length) be set at 30 kilometres per hour.
- mm. Revoke the existing permanent speed limit of 50 kilometres per hour on Ford Road from its intersection with Hawford Road to its intersection with Opawa Road.
- nn. Approve that the permanent speed limit on Ford Road from its intersection with Hawford Road to its intersection with Opawa Road be set at 30 kilometres per hour.
- oo. Revoke the existing permanent speed limit of 50 kilometres per hour on Beckford Road from its intersection with Fifield Terrace to its intersection with Hawford Road.

- pp. Approve that the permanent speed limit on Beckford Road from its intersection with Fifield Terrace to its intersection with Hawford Road be set at 30 kilometres per hour.
- qq. Revoke the existing permanent speed limit of 50 kilometres per hour on Hawford Road from its intersection with Beckford Road to its intersection with Opawa Road.
- rr. Approve that the permanent speed limit on Hawford Road from its intersection with Beckford Road to its intersection with Opawa Road be set at 30 kilometres per hour.
- ss. Revoke the existing permanent speed limit of 50 kilometres per hour on Opawa Road from its intersection with Brougham Street to its intersection with Ensors Road.
- tt. Approve that the permanent speed limit on Opawa Road from its intersection with Brougham Street to its intersection with Ensors Road be set at 40 kilometres per hour.
- uu. Revoke the existing permanent speed limit of 50 kilometres per hour on Opawa Road from its intersection with Ensors Road to its intersection with Hawford Road.
- vv. Approve that the permanent speed limit on Opawa Road from its intersection with Ensors Road to its intersection with Hawford Road be set at 40 kilometres per hour.
- ww. Revoke the existing permanent speed limit of 50 kilometres per hour on Opawa Road from its intersection with Hawford Road to its intersection with Ford Road.
- xx. Approve that the permanent speed limit on Opawa Road from its intersection with Hawford Road to its intersection with Ford Road be set at 30 kilometres per hour.
- yy. Revoke the existing permanent speed limit of 50 kilometres per hour on Opawa Road from its intersection with Ford Road to its intersection with Brougham Street.
- zz. Approve that the permanent speed limit on Opawa Road from its intersection with Ford Road to its intersection with Brougham Street be set at 40 kilometres per hour.
- aaa. Revoke the existing permanent speed limit of 50 kilometres per hour on Opawa Road from its intersection with Opawa Road to its intersection with Garlands Road.
- bbb. Approve that the permanent speed limit on Opawa Road from its intersection with Opawa Road to its intersection with Garlands Road be set at 30 kilometres per hour.
- ccc. Revoke the existing permanent speed limit of 50 kilometres per hour on Garlands Road from its intersection with Opawa Road to its intersection with Opawa Road.
- ddd. Approve that the permanent speed limit on Garlands Road from its intersection with Opawa Road to its intersection with Opawa Road be set at 30 kilometres per hour.
- eee. Revoke the existing permanent speed limit of 50 kilometres per hour on Earl Street (entire length).
- fff. Approve that the permanent speed limit on Earl Street (entire length) be set at 30 kilometres per hour.
- ggg. Revoke the existing permanent speed limit of 50 kilometres per hour on Aynsley Terrace (entire length).
- hhh. Approve that the permanent speed limit on Aynsley Terrace (entire length) be set at 30 kilometres per hour.
- iii. Revoke the existing permanent speed limit of 50 kilometres per hour on Vincent Place (entire length).
- jjj. Approve that the permanent speed limit on Vincent Place (entire length) be set at 30 kilometres per hour.

- kkk. Revoke the existing permanent speed limit of 50 kilometres per hour on Vincent Place (entire length).
- lll. Approve that the permanent speed limit on Vincent Place (entire length) be set at 30 kilometres per hour.
- mmm. Revoke the existing permanent speed limit of 50 kilometres per hour on Richardson Terrace from its intersection with Opawa Road and extending in a north-easterly direction for a distance of 198 metres.
- nnn. Approve that the permanent speed limit on Richardson Terrace from its intersection with Opawa Road and extending in a north-easterly direction for a distance of 198 metres be set at 30 kilometres per hour.
- ooo. Revoke the existing permanent speed limit of 50 kilometres per hour on Clarendon Terrace from its intersection with Opawa Road and extending in a north-easterly direction for a distance of 175 metres.
- ppp. Approve that the permanent speed limit on Clarendon Terrace from its intersection with Opawa Road and extending in a north-easterly direction for a distance of 175 metres be set at 30 kilometres per hour.
- 2. Approve that these resolutions take effect when the signage that evidence the restrictions described in the staff report are in place (or removed in the case of revocations).
- 3. Authorise staff to make any typographical changes or to correct minor errors or omissions in the above descriptions of the roads to which the speed limits apply (being changes that do not affect the materiality of the resolutions).

Cycle lanes

Approves, pursuant to Clause 18 of the Christchurch City Council Traffic and Parking Bylaw 2017:

- 4. That a Special Vehicle Lane (Cycle) Lane be installed on the south side of Opawa Road from the intersection of Brougham Street and extending an easterly direction for a distance of 77 metres.
- 5. That a Special Vehicle Lane (Cycle) Lane be installed on the north side of Opawa Road from the intersection of Brougham Street and extending an easterly direction for a distance of 60 metres.
- 6. That a Special Vehicle Lane (Cycle) Lane be installed on the north side of Opawa Road between the intersection of Ensors Road to its intersection with Vincent Place (south).
- 7. That a Special Vehicle Lane (Cycle) Lane be installed on the south side of Opawa Road between the intersection of Ensors Road and the intersection with Ford Road.

General

- 8. Approve that these resolutions take effect when construction on infrastructure changes begins and parking signage and/or road marking that evidence the parking and stopping restrictions described in the staff report are in place (or removed in the case of revocations).

Councillor Scandrett/Councillor Coker

**Carried**

Council  
07 July 2022

Christchurch  
City Council 

**Report from Spreydon-Cashmere Community Board - 15 June 2022**

**11. Slow Speed Neighbourhood - Opawa (Hunter Terrace)**

**Council Resolved CNCL/2022/00054**

**Community Board recommendations accepted without change.**

That the Council:

1. Approves, pursuant to Part 4 Clause 27 of the Christchurch City Council Traffic and Parking Bylaw 2017 and Land Transport Rule: Setting of Speed Limits 2022, that the speed limits on the following roads be revoked and set generally as identified in Attachment A to the report on the meeting agenda and listed below in clauses 1a-1d (including resultant changes made to the Christchurch City Council Register of Speed Limits and associated Speed Limit Maps).
  - a. Revokes the existing permanent speed limit of 50 kilometres per hour on Hunter Terrace (entire length).
  - b. Approves that the permanent speed limit on Hunter Terrace (entire length) be set at 30 kilometres per hour.
  - c. Revokes the existing permanent speed limit of 50 kilometres per hour on Malcolm Avenue commencing at its intersection with Colombo Street and extending in an easterly direction to its intersection with Waimea Terrace.
  - d. Approves that the permanent speed limit on Malcolm Avenue commencing at its intersection with Colombo Street and extending in an easterly direction to its intersection with Waimea Terrace be set at 40 kilometres per hour.
2. Approves that these resolutions take effect when the signage that evidence the restrictions described in resolution 1. are in place (or removed in the case of revocations).
3. Authorises staff to make any typographical changes or to correct minor errors or omissions in the above descriptions of the roads to which the speed limits apply (being changes that do not affect the materiality of the resolutions).

Councillor Templeton/Councillor Scandrett

**Carried**

## Report from Papanui-Innes Community Board - 17 June 2022

### 12. Slow Speed Neighbourhood - Papanui

Council Resolved CNCL/2022/00055

Community Board recommendations accepted without change.

That the Council:

1. Approves, pursuant to Part 4 Clause 27 of the Christchurch City Council Traffic and Parking Bylaw 2017 and Land Transport Rule: Setting of Speed Limits 2022, that the speed limits on the following roads be revoked and set generally as identified in Attachment A to the staff report and listed below in clauses 1a-1aaaaa (including resultant changes made to the Christchurch City Council Register of Speed Limits and associated Speed Limit Maps).
  - a. Revoke the existing permanent speed limit of 50 kilometres per hour on Vagues Road (entire length).
  - b. Approve that the permanent speed limit on Vagues Road (entire length) be set at 40 kilometres per hour.
  - c. Approves the installation of a 30 kilometres per hour variable speed limit on Vagues Road (School Zone) commencing at a point 61 metres north-west of its intersection with Main North Road and extending in a north-westerly direction for a distance of 228 metres. Times of operation are as evidenced on the sign detail.
  - d. Revoke the existing permanent speed limit of 50 kilometres per hour on Lydia Street (entire length).
  - e. Approve that the permanent speed limit on Lydia Street (entire length) be set at 40 kilometres per hour.
  - f. Revoke the existing permanent speed limit of 50 kilometres per hour on La Perouse Place (entire length).
  - g. Approve that the permanent speed limit on La Perouse Place (entire length) be set at 40 kilometres per hour.
  - h. Revoke the existing permanent speed limit of 50 kilometres per hour on Nyoli Street (entire length).
  - i. Approve that the permanent speed limit on Nyoli Street (entire length) be set at 40 kilometres per hour.
  - j. Revoke the existing permanent speed limit of 50 kilometres per hour on Sawtell Place (entire length).
  - k. Approve that the permanent speed limit on Sawtell Place (entire length) be set at 40 kilometres per hour.
  - l. Revoke the existing permanent speed limit of 50 kilometres per hour on Leander Street (entire length).
  - m. Approve that the permanent speed limit on Leander Street (entire length) be set at 40 kilometres per hour.

- n. Revoke the existing permanent speed limit of 50 kilometres per hour on Primrose Street (entire length).
- o. Approve that the permanent speed limit on Primrose Street (entire length) be set at 40 kilometres per hour.
- p. Revoke the existing permanent speed limit of 50 kilometres per hour on Oakland Street (entire length).
- q. Approve that the permanent speed limit on Oakland Street (entire length) be set at 40 kilometres per hour.
- r. Revoke the existing permanent speed limit of 50 kilometres per hour on Morrison Avenue (entire length).
- s. Approve that the permanent speed limit on Morrison Avenue (entire length) be set at 40 kilometres per hour.
- t. Revoke the existing permanent speed limit of 50 kilometres per hour on Honey Suckle Lane (entire length).
- u. Approve that the permanent speed limit on Honey Suckle Lane (entire length) be set at 40 kilometres per hour.
- v. Revoke the existing permanent speed limit of 50 kilometres per hour on Virgil Place (entire length).
- w. Approve that the permanent speed limit on Virgil Place (entire length) be set at 40 kilometres per hour.
- x. Revoke the existing permanent speed limit of 50 kilometres per hour on Boyne Avenue (entire length).
- y. Approve that the permanent speed limit on Boyne Avenue (entire length) be set at 40 kilometres per hour.
- z. Revoke the existing permanent speed limit of 50 kilometres per hour on Langdons Road from its intersection with Greers Road to its intersection with Chapel Street.
- aa. Approve that the permanent speed limit on Langdons Road from its intersection with Greers Road and extending in an easterly direction for a distance of 482 metres be set at 40 kilometres per hour.
- bb. Approve that the permanent speed limit on Langdons Road from its intersection with Chapel Street and extending in a westerly direction for a distance of 267 metres be set at 30 kilometres per hour.
- cc. Revoke the existing permanent speed limit of 50 kilometres per hour on Hoani Street (entire length).
- dd. Approve that the permanent speed limit on Hoani Street (entire length) be set at 40 kilometres per hour.
- ee. Revoke the existing permanent speed limit of 50 kilometres per hour on Cone Street (entire length).
- ff. Approve that the permanent speed limit on Cone Street (entire length) be set at 40 kilometres per hour.
- gg. Revoke the existing permanent speed limit of 50 kilometres per hour on Ellery Street (entire length).

- hh. Approve that the permanent speed limit on Ellery Street (entire length) be set at 40 kilometres per hour.
- ii. Revoke the existing permanent speed limit of 50 kilometres per hour on Wilmot Street (entire length).
- jj. Approve that the permanent speed limit on Wilmot Street (entire length) be set at 40 kilometres per hour.
- kk. Revoke the existing permanent speed limit of 50 kilometres per hour on Sails Street (entire length).
- ll. Approve that the permanent speed limit on Sails Street (entire length) be set at 40 kilometres per hour.
- mm. Revoke the existing permanent speed limit of 50 kilometres per hour on Chapel Street (entire length).
- nn. Approve that the permanent speed limit on Chapel Street (entire length) be set at 40 kilometres per hour.
- oo. "Revoke the existing permanent speed limit of 50 kilometres per hour on Meadow Street (entire length).
- pp. Approve that the permanent speed limit on Meadow Street (entire length) be set at 40 kilometres per hour.
- qq. Revoke the existing permanent speed limit of 50 kilometres per hour on Apollo Place (entire length).
- rr. Approve that the permanent speed limit on Apollo Place (entire length) be set at 40 kilometres per hour.
- ss. Revoke the existing permanent speed limit of 50 kilometres per hour on Shearer Avenue (entire length).
- tt. Approve that the permanent speed limit on Shearer Avenue (entire length) be set at 40 kilometres per hour.
- uu. Revoke the existing permanent speed limit of 50 kilometres per hour on Grassmere Street (entire length).
- vv. Approve that the permanent speed limit on Grassmere Street (entire length) be set at 40 kilometres per hour.
- ww. Revoke the existing permanent speed limit of 50 kilometres per hour on Tulloch Place (entire length).
- xx. Approve that the permanent speed limit on Tulloch Place (entire length) be set at 40 kilometres per hour.
- yy. Revoke the existing permanent speed limit of 50 kilometres per hour on Halliwell Avenue (entire length).
- zz. Approve that the permanent speed limit on Halliwell Avenue (entire length) be set at 40 kilometres per hour.
- aaa. Revoke the existing permanent speed limit of 50 kilometres per hour on Proctor Street (entire length).
- bbb. Approve that the permanent speed limit on Proctor Street (entire length) be set at 40 kilometres per hour.

- ccc. Revoke the existing permanent speed limit of 50 kilometres per hour on Mary Street (entire length).
- ddd. Approve that the permanent speed limit on Mary Street (entire length) be set at 40 kilometres per hour.
- eee. Revoke the existing permanent speed limit of 50 kilometres per hour on Loftus Street (entire length).
- fff. Approve that the permanent speed limit on Loftus Street (entire length) be set at 40 kilometres per hour.
- ggg. Revoke the existing permanent speed limit of 50 kilometres per hour on Horner Street (entire length).
- hhh. Approve that the permanent speed limit on Horner Street (entire length) be set at 40 kilometres per hour.
- iii. Revoke the existing permanent speed limit of 50 kilometres per hour on Wyndham Street (entire length).
- jjj. Approve that the permanent speed limit on Wyndham Street (entire length) be set at 40 kilometres per hour.
- kkk. Revoke the existing permanent speed limit of 50 kilometres per hour on Gambia Street (entire length).
- lll. Approve that the permanent speed limit on Gambia Street (entire length) be set at 30 kilometres per hour.
- mmm. Revoke the existing permanent speed limit of 50 kilometres per hour on Frank Street (entire length).
- nnn. Approve that the permanent speed limit on Frank Street from its intersection with Papanui Road and extending in an easterly direction for a distance of 272 metres be set at 30 kilometres per hour.
- ooo. Approve that the permanent speed limit on Frank Street from its intersection with Proctor Street and extending in a westerly direction for a distance of 169 metres be set at 40 kilometres per hour.
- ppp. Revoke the existing permanent speed limit of 50 kilometres per hour on Grants Road (entire length).
- qqq. Approve that the permanent speed limit on Grants Road from its intersection with Papanui Road and extending in an easterly direction for a distance of 325 metres be set at 30 kilometres per hour.
- rrr. Approve that the permanent speed limit on Grants Road from its intersection with Grassmere Street and extending in a westerly direction for a distance of 488 metres be set at 40 kilometres per hour.
- sss. Revoke the existing permanent speed limit of 50 kilometres per hour on Taunton Green (entire length).
- ttt. Approve that the permanent speed limit on Taunton Green (entire length) be set at 40 kilometres per hour.
- uuu. Revoke the existing permanent speed limit of 50 kilometres per hour on Dulles Place (entire length).

- vvv. Approve that the permanent speed limit on Dulles Place (entire length) be set at 40 kilometres per hour.
- www. Revoke the existing permanent speed limit of 50 kilometres per hour on Erica Street (entire length).
- xxx. Approve that the permanent speed limit on Erica Street (entire length) be set at 40 kilometres per hour.
- yyy. Revoke the existing permanent speed limit of 50 kilometres per hour on Dormer Street (entire length).
- zzz. Approve that the permanent speed limit on Dormer Street (entire length) be set at 40 kilometres per hour.
- aaaa. Revoke the existing permanent speed limit of 50 kilometres per hour on Rayburn Avenue (entire length).
- bbbb. Approve that the permanent speed limit on Rayburn Avenue (entire length) be set at 40 kilometres per hour.
- cccc. Revoke the existing permanent speed limit of 50 kilometres per hour on Perry Street (entire length).
- dddd. Approve that the permanent speed limit on Perry Street (entire length) be set at 40 kilometres per hour.
- eeee. Revoke the existing permanent speed limit of 50 kilometres per hour on Paparoa Street (entire length).
- ffff. Approve that the permanent speed limit on Paparoa Street from its intersection with Papanui Road and extending in an easterly direction for a distance of 399 metres be set at 40 kilometres per hour.
- gggg. Approve that the permanent speed limit on Paparoa Street from a point 63 metres west of its intersection with Claremont Avenue and extending in an easterly direction for a distance of 297 metres be set at 30 kilometres per hour.
- hhhh. Revoke the existing permanent speed limit of 50 kilometres per hour on Claremont Avenue (entire length).
- iiii. Approve that the permanent speed limit on Claremont Avenue (entire length) be set at 30 kilometres per hour.
- jjjj. Revoke the existing permanent speed limit of 50 kilometres per hour on Bennett Street (entire length).
- kkkk. Approve that the permanent speed limit on Bennett Street (entire length) be set at 40 kilometres per hour.
- llll. Revoke the existing permanent speed limit of 50 kilometres per hour on Nightingale Place (entire length).
- mmmm. Approve that the permanent speed limit on Nightingale Place (entire length) be set at 40 kilometres per hour.
- nnnn. Revoke the existing permanent speed limit of 50 kilometres per hour on Tomes Road (entire length).

- oooo. Approve that the permanent speed limit on Tomes Road from its intersection with Papanui Road and extending in an easterly direction for a distance of 399 metres be set at 40 kilometres per hour.
- pppp. Approve that the permanent speed limit on Tomes Road from a point 63 metres west of its intersection with Claremont Avenue and extending in an easterly direction to the intersection of Rutland Street be set at 30 kilometres per hour.
- qqqq. Revoke the existing permanent speed limit of 50 kilometres per hour on Norfolk Street (entire length).
- rrrr. Approve that the permanent speed limit on Norfolk Street (entire length) be set at 40 kilometres per hour.
- ssss. Revoke the existing permanent speed limit of 50 kilometres per hour on Scotson Avenue (entire length).
- tttt. Approve that the permanent speed limit on Scotson Avenue (entire length) be set at 40 kilometres per hour.
- uuuu. Revoke the existing permanent speed limit of 50 kilometres per hour on Tavendale Place (entire length).
- vvvv. Approve that the permanent speed limit on Tavendale Place (entire length) be set at 40 kilometres per hour.
- wwww. Revoke the existing permanent speed limit of 50 kilometres per hour on Mays Road (entire length).
- xxxx. Approve that the permanent speed limit on Mays Road (entire length) be set at 40 kilometres per hour."
- yyyy. Revoke the existing permanent speed limit of 50 kilometres per hour on Rutland Street from its intersection with Tomes Road to its intersection with Mays Road.
- zzzz. Approve that the permanent speed limit on Rutland Street from its intersection with Tomes Road and extending in a southerly direction for a distance of 172 metres be set at 30 kilometres per hour.
- aaaa. Approve that the permanent speed limit on Rutland Street from its intersection with Mays Road and extending in a northerly direction for a distance of 18 metres be set at 40 kilometres per hour.
2. Approve the installation of a 30 kilometres per hour variable speed limit on Main North Road (School Zone) commencing at a point 38 metres south of its intersection with Cranford Street and extending in a southerly direction for a distance of 200 metres. Times of operation are as evidenced on the sign detail.
  3. Revoke the existing permanent speed limit of 50 kilometres per hour on Sawyers Arms Road (from Main North Road to Northcote Road).
  4. Approve that the permanent speed limit on Sawyers Arms Road from its intersection with Main North Road and extending in a westerly direction for a distance of 175 metres be set at 50 kilometres per hour.
  5. Approve that the permanent speed limit on Sawyers Arms Road from a point 175 metres west of its intersection with Main North Road and extending in a westerly direction for a distance of 530 metres be set at 30 kilometres per hour.

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6. Approve that the permanent speed limit on Sawyers Arms Road from its intersection with Northcote Road and extending in an easterly direction for a distance of 554 metres be set at 50 kilometres per hour.
7. Approve that these resolutions take effect when the signage that evidence the restrictions described in the staff report are in place (or removed in the case of revocations).
8. Authorise staff to make any typographical changes or to correct minor errors or omissions in the above descriptions of the roads to which the speed limits apply (being changes that do not affect the materiality of the resolutions).
9. Notes the Waipapa Papanui-Innes Community Board requests staff to progress toward the business area of Papanui, Harewood and Main North Roads being reduced to 30 kilometres per hour when funding becomes available.
10. Notes the submissions from the Northcote suburb and from the opposite side of Harewood and Papanui Roads, and the Waipapa Papanui-Innes Community Board's will to see these areas become a slow speed neighbourhood.

Councillor Davidson/Councillor Cotter

Carried

Unconfirmed

**Report from Fendalton-Waimairi-Harewood Community Board - 13 June 2022**

**13. Slow Speed Neighbourhood - Papanui**

**Council Resolved CNCL/2022/00056**

**Community Board recommendations accepted without change.**

That the Council:

1. Approves, pursuant to Part 4 Clause 27 of the Christchurch City Council Traffic and Parking Bylaw 2017 and Land Transport Rule: Setting of Speed Limits 2017, that the speed limits on the following roads be revoked and set generally as identified in Attachment A to the staff report and listed below in clauses 1a-1n (including resultant changes made to the Christchurch City Council Register of Speed Limits and associated Speed Limit Maps).
  - a. Revoke the existing permanent speed limit of 50 kilometres per hour on Bretts Road (entire length).
  - b. Approve that the permanent speed limit on Bretts Road (entire length) be set at 40 kilometres per hour.
  - c. Revoke the existing permanent speed limit of 50 kilometres per hour on Lingard Street (entire length).
  - d. Approve that the permanent speed limit on Lingard Street (entire length) be set at 40 kilometres per hour.
  - e. Revoke the existing permanent speed limit of 50 kilometres per hour on Mathias Street (entire length).
  - f. Approve that the permanent speed limit on Mathias Street (entire length) be set at 40 kilometres per hour.
  - g. Revoke the existing permanent speed limit of 50 kilometres per hour on Rutland Street from its intersection with Innes Road to its intersection with Mays Road.
  - h. Approve that the permanent speed limit on Rutland Street from its intersection with Innes Road to its intersection with Mays Road be set at 40 kilometres per hour.
  - i. Revoke the existing permanent speed limit of 50 kilometres per hour on Mays Road from its intersection with Papanui Road to its intersection with Rutland Street.
  - j. Approve that the permanent speed limit on Mays Road from its intersection with Papanui Road to its intersection with Rutland Street be set at 40 kilometres per hour.
  - k. Revoke the existing permanent speed limit of 50 kilometres per hour on Chapter Street (entire length).
  - l. Approve that the permanent speed limit on Chapter Street (entire length) be set at 40 kilometres per hour.
  - m. Revoke the existing permanent speed limit of 50 kilometres per hour on Weston Road from its intersection with Papanui Road to its intersection with Rutland Street.

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- n. Approve that the permanent speed limit on Weston Road from its intersection with Papanui Road to its intersection with Rutland Street be set at 40 kilometres per hour.
  - o. Revoke the existing permanent speed limit of 50 kilometres per hour on Knowles Street from its intersection with Papanui Road to its intersection with Rutland Street.
  - p. Approve that the permanent speed limit on Knowles Street from its intersection with Papanui Road to its intersection with Rutland Street be set at 40 kilometres per hour.
2. Approve that these resolutions take effect when the signage that evidence the restrictions described in the staff report are in place (or removed in the case of revocations).
  3. Authorise staff to make any typographical changes or to correct minor errors or omissions in the above descriptions of the roads to which the speed limits apply (being changes that do not affect the materiality of the resolutions).

Councillor Keown/Councillor Scandrett

Carried

Unconfirmed

**Report from Banks Peninsula Community Board - 16 May 2022**

**14. Banks Peninsula Speed Limit Review- State Highway 75 Side Roads**

**Council Resolved CNCL/2022/00057**

**Community Board recommendations accepted without change.**

**Secretarial Note:** Officers noted an error in recommendation 7l. This was corrected to read 60 kilometres per hour.

That the Council:

1. Approve, pursuant to Part 4 Section 27 of the Christchurch City Council Traffic and Parking Bylaw and the Land Transport Rule: Setting of Speed Limits 2017, that the speeds on the following roads be revoked and set as listed below in clauses 1- 11 and indicated in the **File Link:**  
<https://gis.ccc.govt.nz/portal/apps/webappviewer/index.html?id=fa1db742b1d94e37b3d8e1ee768e2f47>
2. Motukarara
  - a. Revoke the existing permanent speed limit of 100 kilometres per hour on Park Hill Road commencing at its intersection with Gebbies Pass Road and extending in a north westerly direction to its boundary with Selwyn District Council.
  - b. Approve that the permanent speed on Park Hill Road commencing at its intersection with Gebbies Pass Road and extending in a north westerly direction to its boundary with Selwyn District Council be set at 60 kilometres per hour.
  - c. Revoke the existing permanent speed limit of 100 kilometres per hour on Park Hill Road commencing at its intersection with Gebbies Pass Road and extending in a south easterly direction to its intersection with Christchurch Akaroa Road (SH75).
  - d. Approve that the permanent speed limit on Park Hill Road commencing at its intersection with Gebbies Pass Road and extending in a south easterly direction to its intersection with Christchurch Akaroa Road (SH75) be set at 80 kilometres per hour.
  - e. Revoke the existing permanent speed limit of 100 kilometres per hour on Gebbies Pass Road commencing at its intersection with Christchurch Akaroa Road (SH75) and extending in a northerly direction to its intersection with Park Hill Road.
  - f. Approve that the permanent speed limit on Gebbies Pass Road commencing at its intersection with Christchurch Akaroa Road (SH75) and extending in a northerly direction to its intersection with Park Hill Road be set at 80 kilometres per hour.
  - g. Revoke the existing permanent speed limit of 100 kilometres per hour on Seabridge Road commencing at its intersection with Christchurch Akaroa Road (SH75) and extending in westerly direction to its boundary with Selwyn District Council.
  - h. Approve that the permanent speed limit on Seabridge Road commencing at its intersection with Christchurch Akaroa Road (SH75) and extending in westerly direction to its boundary with Selwyn District Council be set at 80 kilometres per hour.

- i. Revoke the existing permanent speed limit of 100 kilometres per hour on Graylees Road (entire length).
  - j. Approve that the permanent speed limit on Graylees Road (entire length) be set at 80 kilometres per hour.
3. Kaituna
- a. Revoke the existing permanent speed limit of 100 kilometres per hour on Kaituna Valley Road (entire length).
  - b. Approve that the permanent speed limit on Kaituna Valley Road (entire length) be set at 60 kilometres per hour.
  - c. Revoke the existing permanent speed limit of 100 kilometres per hour on Parkinsons Road (entire length).
  - d. Approve that the permanent speed limit on Parkinsons Road (entire length) be set at 60 kilometres per hour.
  - e. Revoke the existing permanent speed limit of 100 kilometres per hour on Okana Road (entire length).
  - f. Approve that the permanent speed limit on Okana Road (entire length) be set at 60 kilometres per hour.
  - g. Revoke the existing permanent speed limit of 100 kilometres per hour on Turrells Road (entire length).
  - h. Approve that the permanent speed limit on Turrells Road (entire length) be set at 80 kilometres per hour.
  - i. Revoke the existing permanent speed limit of 100 kilometres per hour on Prices Valley Road (entire length).
  - j. Approve that the permanent speed limit on Prices Valley Road (entire length) be set at 60 kilometres per hour.
  - k. Revoke the existing permanent speed limit of 100 kilometres per hour on Birdlings Road (entire length).
  - l. Approve that the permanent speed limit on Birdlings Road (entire length) be set at 80 kilometres per hour.
4. Little River
- a. Revoke the existing permanent speed limit of 60 kilometres per hour on Morrisons Road (entire length).
  - b. Approve that the permanent speed on Morrisons Road (entire length) be set at 50 kilometres per hour.
  - c. Revoke the existing permanent speed limit of 60 kilometres per hour on Barclays Road (entire length).
  - d. Approve that the permanent speed limit on Barclays Road (entire length) be set at 50 kilometres per hour.
5. Cooptown

- a. Revoke the existing permanent speed limit of 70 kilometres per hour on Ribble Street (entire length).
  - b. Approve the permanent speed limit on Ribble Street (entire length) be set at 60 kilometres per hour.
  - c. Revoke the existing permanent speed limit of 70 kilometres per hour on Mersey Street (entire length).
  - d. Approve that the permanent speed limit on Mersey Street be set at 60 kilometres per hour.
6. Barrys Bay / Duvauchelle
- a. Revoke the existing permanent speed limit of 100 per hour on French Peak Road (entire length).
  - b. Approve that the permanent speed limit on French Peak Road (entire length) be set at 60 kilometres per hour.
  - c. Revoke the existing permanent speed limit of 100 kilometres per hour on Barrys Bay Valley Road (entire length).
  - d. Approve that the permanent speed limit on Barrys Bay Valley Road (entire length) be set at 60 kilometres per hour.
  - e. Revoke the existing permanent speed limit of 100 kilometres per hour on Duvauchelle Stock Route (entire length).
  - f. Approve that the permanent speed limit on Duvauchelle Stock Route (entire length) be set at 60 kilometres per hour.
  - g. Revoke the existing permanent speed limit of 100 kilometres per hour on Pigeon Bay Road commencing at its intersection with Duvauchelle Stock Route and extending in a northerly direction to its intersection with Summit Road.
  - h. Approve that the permanent speed limit on Pigeon Bay Road commencing at its intersection with Duvauchelle Stock Route and extending in a northerly direction to its intersection with Summit Road be set at 60 kilometres per hour.
  - i. Revoke the existing permanent speed limit of 70 kilometres per hour on Duvauchelle School Lane (entire length)
  - j. Approve that the permanent speed limit on Duvauchelle School Lane (entire length) be set at 60 kilometres per hour.
  - k. Revoke the existing permanent speed limit of 70 kilometres per hour on Pawsons Valley Road commencing at its intersection with Christchurch- Akaroa Road (SH75) and extending in a northerly direction for a distance of 770 metres.
  - l. Revoke the existing permanent speed limit of 100 kilometres per hour on Pawsons Valley Road commencing at a point 770 metres north of its intersection with Christchurch- Akaroa Road (SH75) and extending in a northerly direction to its end.
  - m. Approve that the permanent speed limit on Pawsons Valley Road be set at 60 kilometres per hour (entire length).
  - n. Revoke the existing permanent speed limit of 100 kilometres per hour on Pipers Valley Road (entire length).

- o. Approve that the permanent speed limit on Pipers Valley Road be set 60 kilometres per hour (entire length).
  - p. Revoke the existing permanent speed limit of 50 kilometres per hour on Seafield Road (entire length).
  - q. Approve that the permanent speed limit on Seafield Road (entire length) be set at 40 kilometres per hour.
  - r. Revoke the existing permanent speed limit of 50 kilometres per hour on Haywards Lane (entire length).
  - s. Approve that the permanent speed on Haywards Lane (entire length) be set at 40 kilometres per hour.
  - t. Revoke the existing permanent speed limit of 50 kilometres per hour on Bayview Crescent (entire length).
  - u. Approve that the permanent speed limit on Bayview Crescent (entire length) be set at 40 kilometres per hour.
7. Ngaio Point / Robinsons Bay
- a. Revoke the existing permanent speed limit of 50 kilometres per hour on Monarch Drive (entire length).
  - b. Approve that the permanent speed limit on Monarch Drive (entire length) be set at 40 kilometres per hour.
  - c. Revoke the existing permanent speed limit of 50 kilometres per hour on Kanuka Place (entire length).
  - d. Approve that the permanent speed limit on Kanuka Place (entire length) be set at 40 kilometres per hour.
  - e. Revoke the existing permanent speed limit of 50 kilometres per hour on Totara Drive (entire length).
  - f. Approve that the permanent speed limit on Totara Drive (entire length) be set at 40 kilometres per hour.
  - g. Revoke the existing permanent speed limit of 100 kilometres per hour on Okains Bay Road commencing at its intersection with Christchurch Akaroa Road (SH75) and extending in a north easterly direction to its intersection with Summit Road.
  - h. Approve that the permanent speed limit on Okains Bay Road commencing at its intersection with Christchurch Akaroa Road (SH75) and extending in a north easterly direction to its intersection with Summit Road be set at 60 kilometres per hour.
  - i. Revoke the existing permanent speed limit of 50 kilometres per hour on Ngaio Grove (entire length).
  - j. Approve that the permanent speed limit on Ngaio Grove (entire length) be set at 40 kilometres per hour.
  - k. Revoke the existing permanent speed limit of 100 kilometres per hour on Robinsons Bay Valley Road (entire length).
  - l. Approve that the permanent speed limit on Robinsons Bay Valley Road (entire length) be set at 60 kilometres per hour.

- m. Revoke the existing permanent speed limit of 100 kilometres per hour on School Road (Robinsons Bay) (entire length).
  - n. Approve that the permanent speed limit on School Road (Robinsons Bay) (entire length) be set at 60 kilometres per hour.
  - o. Revoke the existing permanent speed limit of 100 kilometres per hour on Sawmill Road (entire length).
  - p. Approve that the permanent speed limit on Sawmill Road (entire length) be set at 60 kilometres per hour.
  - q. Revoke the existing permanent speed limit of 100 kilometres per hour on Tizzards Road (entire length).
  - r. Approve that the permanent speed limit on Tizzards Road (entire length) be set at 60 kilometres per hour.
  - s. Revoke the existing permanent speed limit of 100 kilometres per hour on Kingstons Hill Road (entire length).
  - t. Approve that the permanent speed limit on Kingstons Hill Road (entire length) be set at 60 kilometres per hour.
  - u. Revoke the existing permanent speed limit of 100 kilometres per hour on Robinsons Bay Wharf Road (entire length).
  - v. Approve that the permanent speed limit on Robinsons Bay Wharf Road (entire length) be set at 60 kilometres per hour.
8. Takamatua Bay
- a. Revoke the existing permanent speed limit of 50 kilometres per hour speed limit on Takamatua Bay Road (entire length).
  - b. Approve the permanent speed limit on Takamatua Bay Road (entire length) be set a 40 kilometres per hour.
  - c. Revoke the existing permanent speed limit of 50 kilometres per hour on Takamatua Beach Road (entire length).
  - d. Approve that the permanent speed limit on Takamatua Beach Road (entire length) be set at 40 kilometres per hour.
  - e. Revoke the existing permanent speed limit of 50 kilometres per hour on Old French Road commencing at intersection with Takamatua Bay Road and extending in a southerly direction for a distance of 260 metres.
  - f. Revoke the existing permanent speed limit of 100 kilometres per hour on Old French Road commencing at a point 260 metres south of its intersection with Takamatua Bay Road and extending in a southerly direction to its intersection with Christchurch Akaroa Road (SH75).
  - g. Approve that the permanent speed limit on Old French Road (entire length) be set at 40 kilometres per hour.
  - h. Revoke the existing permanent speed limit of 50 kilometres per hour on Quail Crescent (entire length).
  - i. Approve that the permanent speed limit on Quail Crescent (entire length) be set at 40 kilometres per hour.

- j. Revoke the existing permanent speed limit of 50 kilometres per hour on McRaes Road (entire length).
  - k. Approve that the permanent speed limit on McRaes Road (entire length) be set at 40 kilometres per hour.
  - l. Revoke the existing permanent speed limit of 50 kilometres per hour on Kingfisher Road (entire length).
  - m. Approve that the permanent speed limit on Kingfisher Road (entire length) be set at 40 kilometres per hour.
  - n. Revoke the existing permanent speed limit of 50 kilometres per hour on Kotare Lane (entire length).
  - o. Approve that the permanent speed limit on Kotare Lane (entire length) be set at 40 kilometres per hour.
  - p. Revoke the existing permanent speed limit of 50 kilometres per hour on Lushingtons Bay Road (entire length).
  - q. Approve that the permanent speed limit on Lushingtons Bay Road (entire length) be set at 40 kilometres per hour.
9. Takamatua Valley
- a. Revoke the existing permanent speed limit of 70 kilometres per hour on Takamatua Valley Road commencing at its intersection with Christchurch Akaroa Road (SH75) and extending in an easterly direction to a point 299 metres east of its intersection with Kotlowski Road.
  - b. Revoke the existing permanent speed limit of 100 kilometres per hour on Takamatua Valley Road commencing at a point 299 metres east of its intersection with Kotlowski Road and extending to its end.
  - c. Approve the permanent speed limit on Takamatua Valley Road (entire length) be set at 40 kilometres per hour.
  - d. Revoke the existing permanent speed limit of 70 kilometres per hour on Bells Road (entire length).
  - e. Approve that the permanent speed limit on Bells Road (entire length) be set at 40 kilometres per hour.
  - f. Revoke the existing permanent speed limit of 70 kilometres per hour on Kotlowski Road (entire length).
  - g. Approve that the permanent speed limit on Kotlowski Road (entire length) be set at 40 kilometres per hour.
  - h. Revoke the existing permanent speed limit of 100 kilometres per hour on Old Le Bons Track (entire length).
  - i. Approve that the permanent speed limit on Old Le Bons Track (entire length) be set at 40 kilometres per hour.
10. Approve that these resolutions take effect when signage and/or road markings that evidence the restrictions described in the staff report are in place (or removed in the case of revocations).

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11. Authorise staff to make and typographical changes or to correct minor errors or omissions in the above descriptions of the roads to which the speed limits apply (being changes that do not affect the materiality of the resolutions).

Deputy Mayor/Councillor Davidson

Carried

### Report from Banks Peninsula Community Board - 13 June 2022

#### 15. The Red House, Takapūneke Reserve - Residential Lease

Council Resolved CNCL/2022/00058

That the Council:

1. Agrees to depart from policy and deal unilaterally with the proposed tenant, Steven Searle, in relation to a residential lease of the Red House property.

Deputy Mayor/Councillor Davidson

Carried

Unconfirmed

Councillor MacDonald left the meeting at 11.32am and returned at 11.35am during consideration of item 17.

Councillor MacDonald left the meeting at 11.43am and returned at 11.46am during consideration of item 17

## 17. Hearings Panel Report on Lincoln Road Peak Hour Bus Lane Proposal

### Council Resolved CNCL/2022/00059

#### Hearings Panel recommendations accepted without change.

That Council:

1. Receives the information within, attached to this report, and considers the written and oral submissions made as part of the public consultation process.
2. Approves the revised scheme design of the Lincoln Road PT Improvements (Between Curletts & Whiteleigh), as detailed in **Attachment A**; including changes to the Lincoln Road/ Domain Terrace and Lincoln Road/ Torrens Road intersections, and including the following amendments:

#### **Section 1 Curletts Road to Annex Road**

- a. Request that staff use their best endeavours to relocate or transplant the trees outside 7 Halswell Road and other trees if possible.
- b. Request that staff investigate installing a pedestrian crossing west of Coppell Place that goes across Lincoln Road.
- c. Note that the footpath on the north side of Lincoln Road between Curletts Road and Annex Road is to be marked as a shared path and request staff continue to work with Ministry of Education to procure land to widen it to best practice guidelines.
- d. Note that the footpath on the south side of Lincoln Road between Coppell Place and Annex Road is to be marked as a shared path with additional markings encouraging good shared space behaviour on both sides of Lincoln Road.
- e. Install wayfinding signage for Nor'West Arc cycleway at Annex Road intersection for road users coming from Halswell.

#### **Section 2 between Domain Terrace and Torrens Road**

- f. Request that staff assess parking requirements along Domain Terrace, and present a decision report to the Waihoru-Spreydon-Cashmere Community Board.
- g. Notes staff will continue to work with owners of the Dairy (35 Lincoln Road) the Black Horse Hotel (33 Lincoln Road) on safe parking options and vehicle delivery access.

#### **Section 3 between Wrights Road and Nairn Street**

- h. Request that staff to investigate an option for enabling cyclists to use the shared space on the north-east corner of Wrights Road and Lincoln Road intersection.

#### **Section 4 between Lindores Street and Parade Court**

- i. Request that staff install a pedestrian refuge across Twigger Street.

#### **Other Recommendations**

- j. Request that staff investigate each intersection that has a give way sign, especially Annex Road, to ensure there is sufficient clear line of sight along Lincoln Road for road users.
  - k. Request that staff investigate maximising parking and cycle lane width between Wrights Road & Whiteleigh Avenue.
  - l. Recommend that the bus lane peak periods on Lincoln Road between Moorhouse Avenue and Whiteleigh Avenue be amended to 3pm-6pm during weekdays and note that weekend peak hour times should be revisited once bus frequency increases. This is a change from the previously consulted and approved bus lane peak periods from 4pm-6pm.
  - m. Notes that emergency services have been consulted on the project and have no concerns about the proposal.
  - n. Notes the planned expansion of Hillmorton Hospital and request that staff work with Canterbury District Health Board on transport planning, particularly around the Hillmorton Street / Wrights Road intersection.
  - o. Notes staff advice that an open-day will be arranged well before construction is scheduled to start where staff will take businesses and residents through the proposed tree relocations and planting, changes, traffic management plans, and construction implications.
  - p. Notes staff are working with Waka Kotahi to increase educational awareness for all road users on this traffic corridor and its new layout.
  - q. Approves the time restricted parking, as detailed in **Attachment A**; and
  - r. Approves the tree removal, as detailed in **Attachment A**.
3. That the detailed traffic resolutions required for the implementation of the project are brought back to Council for approval at the end of the detailed design phase, prior to the beginning of construction.

Councillor Coker/Councillor Templeton

**Carried**

Councillor Keown requested for his vote against the resolutions be recorded.

## 18. Central City Cycle Facilities Connection and Safety Improvements Project - Armagh Street

Council Resolved CNCL/2022/00060

**Officer recommendations accepted without change.**

That the Council:

1. Receives the information attached to this report, and considers the written submissions made as part of the public engagement process.

### **Armagh Street (Park Terrace to Oxford Terrace)**

2. Approves the scheme design for Armagh Street between Park Terrace and Oxford Terrace as shown on the drawing TG133431\_ Issue 1, dated 24/01/2022, including all road markings, signage and road surface treatments and attached to this report as **Attachment A**.
3. Approves that a special vehicle lane, in accordance with Clause 18 of the Christchurch City Council Traffic and Parking Bylaw 2017, for the use of eastbound cycles, be established on the north side of Armagh Street, commencing at its intersection with Park Terrace and extending in an easterly direction to its intersection with Cranmer Square (west side), as detailed by a continuous white line on drawing TG133431\_ Issue 1, dated 24/01/2022, and attached to this report as **Attachment A**.
4. Approves that a special vehicle lane, in accordance with Clause 18 of the Christchurch City Council Traffic and Parking Bylaw 2017, for the use of eastbound cycles, be established on the north side of Armagh Street, commencing at its intersection with Cranmer Square (west side) and extending in an easterly direction to its intersection with Cranmer Square (east side), as detailed by a continuous white line on drawing TG133431\_ Issue 1, dated 24/01/2022, and attached to this report as **Attachment A**.
5. Approves that a special vehicle lane, in accordance with Clause 18 of the Christchurch City Council Traffic and Parking Bylaw 2017, for the use of eastbound cycles, be established on the north side of Armagh Street, except for the tram tracks crossing point just west of Durham Street North. This special vehicle lane is to commence at its intersection with Durham Street North and extend in a westerly direction to its intersection with Cranmer Square (east side), as detailed on drawing TG133431\_ Issue 1, dated 24/01/2022, and attached to this report as **Attachment A**.
6. Approves that a shared pedestrian/cycle path where cycles can travel eastbound only, in accordance with Clause 21 of the Christchurch City Council Traffic and Parking Bylaw 2017, be established on the north side of Armagh Street commencing at its intersection with Park Terrace and extending in an easterly direction for a distance of 53 metres, as detailed on drawing TG133431\_ Issue 1, dated 24/01/2022, and attached to this report as **Attachment A**.
7. Approves that a Tram Stop be installed on the north side of Armagh Street, in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, located at a point 33 metres east of its intersection with Park Terrace, as detailed in the drawing TG133431\_ Issue 1, dated 24/01/2022, and attached to this report as **Attachment A**.
8. Approves that in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the stopping of vehicles be prohibited at any time on the north

- side of Armagh Street, commencing at its intersection with Park Terrace and extending in an easterly direction to the intersection with Cranmer Square (west side), as detailed in the drawing TG133431\_ Issue 1, dated 24/01/2022, and attached to this report as **Attachment A**.
9. Approves that in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the stopping of vehicles be prohibited at any time on the north side of Armagh Street, commencing at its intersection with Cranmer Square (west side) and extending in an easterly direction to the intersection with Cranmer Square (east side), as detailed in the drawing TG133431\_ Issue 1, dated 24/01/2022, and attached to this report as **Attachment A**.
  10. Approves that in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the stopping of vehicles be prohibited at any time on the north side of Armagh Street, commencing at its intersection with Durham Street North and extending in a westerly direction for a distance of 76 metres, as detailed in the drawing TG133431\_ Issue 1, dated 24/01/2022, and attached to this report as **Attachment A**.
  11. Approves that a Loading Zone be installed on the north side of Armagh Street, in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, and restricted to a maximum period of 5 minutes, commencing at a point 76 metres west of its intersection with Durham Street North, and extending in a westerly direction for a distance of seven metres, as detailed in the drawing TG133431\_ Issue 1, dated 24/01/2022, and attached to this report as **Attachment A**.
  12. Approves that the parking of vehicles be restricted to a maximum period of 120 minutes, in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 and be controlled by parking meters, (including Pay by Plate machines or any approved means of payment) on the north side of Armagh Street, commencing at a point 83 metres west of its intersection with Durham Street North and extending in a westerly direction for a distance of 54 metres, as detailed in the drawing TG133431\_ Issue 1, dated 24/01/2022, and attached to this report as **Attachment A**. This restriction is to apply Monday to Sunday, 9:00am to 6:00pm.
  13. Approves that in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the stopping of vehicles be prohibited at any time on the north side of Armagh Street, commencing at a point 137 metres west of its intersection with Durham Street North and extending in a westerly direction to its intersection with Cranmer Square (east side) as detailed in the drawing TG133431\_ Issue 1, dated 24/01/2022, and attached to this report as **Attachment A**.
  14. Approves that a shared pedestrian/cycle path where cycles can travel eastbound only, in accordance with Clause 21 of the Christchurch City Council Traffic and Parking Bylaw 2017, be established on the north side of Armagh Street commencing at its intersection with Durham Street North and extending in an easterly direction for a distance of 58 metres, as detailed on drawing TG133431\_ Issue 1, dated 24/01/2022, and attached to this report as **Attachment A**.
  15. Approves that a Give Way control be placed against the eastbound cycles on the shared pedestrian/ cycle path, to give way to eastbound traffic on Armagh Street, on the north side of Armagh Street located at point 58 metres east of its intersection with Durham Street North, as detailed on drawing TG133431\_ Issue 1, dated 24/01/2022, and attached to this report as **Attachment A**.
  16. Approves that in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the stopping of vehicles be prohibited at any time on the north

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side of Armagh Street, commencing at its intersection with Durham Street North and extending in an easterly direction for a distance of 124 metres as detailed in the drawing TG133431\_ Issue 1, dated 24/01/2022, and attached to this report as **Attachment A**.

17. Revokes any previous resolutions pertaining to traffic controls and parking & stopping restrictions made pursuant to any bylaw to the extent that they are in conflict with the traffic controls described in *recommendations* 2 to 16 above.
18. Approves that these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in the staff report are in place (or removed in the case of revocations).

Councillor McLellan/Councillor Davidson

**Carried**

*The division was declared **carried** by 10 votes to 4 votes the voting being as follows:*

**For:** *Deputy Mayor Turner, Councillor Chen, Councillor Chu, Councillor Coker, Councillor Cotter, Councillor Davidson, Councillor Galloway, Councillor McLellan, Councillor Scandrett and Councillor Templeton*

**Against:** *Councillor Johanson, Councillor Keown, Councillor MacDonald and Councillor Mauger*

The Mayor sat back from the table and did not take part in the discussion or voting on this matter.

**Attachments**

A Item 18 - Officer Presentation

Councillor Gough returned to the meeting at 12.39pm via audio/visual link.

## 19. Private Plan Change 10 - Meadowlands Exemplar

**Council Resolved CNCL/2022/00061**

**Officer recommendations accepted without change.**

That the Council:

1. Receives the report and recommendations of Commissioner Lindsay Daysh on Private Plan Change 10, Meadowlands Exemplar;
2. Accepts in part or rejects the submission on PC10 as recommended by Commissioner Lindsay Daysh in Appendix A to this report for the reasons set out in the Commissioner's report;
3. Adopts, as the decision of Council, the recommendations of Commissioner Lindsay Daysh on Private Plan Change 10, Meadowlands Exemplar, for the reasons set out in the Commissioner's report under Clause 10 of Schedule 1 of the Resource Management Act 1991.

Councillor Chen/Councillor Mauger

**Carried**

Councillor Davidson abstained from voting on this item.

## 20. Request to the Minister for Environment for an extension of time

**Council Resolved CNCL/2022/00062**

**Officer recommendations accepted without change.**

That the Council:

1. Resolves to seek an extension of time to 31 March 2023 from the Minister for the Environment for issuing a decision on Plan Change 5E (Noise Sensitive Activities near roads and rail corridors) in accordance with clause 10A(1) Schedule 1 of the Resource Management Act 1991.

Deputy Mayor/Councillor MacDonald

**Carried**

## 24. Amendments to Delegations

Council Resolved CNCL/2022/00063

**Officer recommendations accepted without change.**

That the Council:

1. Relying on clause 32 of Schedule 7 of the Local Government Act 2002 and for the purposes of efficiency and effectiveness in the conduct of the Council's business, and relying on clause 132 of the Local Government (Rating) Act 2002 any other applicable statutory authority;
  - a. Revoke and amend the delegations set out in Parts B and D of the Delegations Register (as shown and highlighted in **Attachment A**); and
  - b. Accordingly, delegate the responsibilities, duties and powers to the officers as set out in **Attachment A** (as so shown and highlighted);
2. Notes that these delegation changes take effect on the date of this resolution, and that Legal Services will update the Delegations Register accordingly.

Councillor MacDonald/Councillor Scandrett

**Carried**

## 23. Amendment to Insurance Subcommittee's Terms of Reference and Insurance Delegations

Council Resolved CNCL/2022/00064

**Subcommittee Chairperson recommendations accepted without change.**

That the Council:

1. Amend the Terms of Reference for the Insurance Subcommittee as attached, but specifically:
  - a. Approve full delegations to the Insurance Subcommittee to progress and settle the Wastewater Treatment Plant fire insurance claim should this be required in the period leading up to the 8 October 2022 elections.
  - b. Amend the reference to reporting back recommendations on any final resolution from the Finance and Performance Committee to the Council.
2. Amend the delegation to include the Chair and Deputy Chair of the Insurance Subcommittee, **or** the Mayor and Chair of the Finance and Performance Committee, regarding the placement of all the Council's insurance policies, where there is a proposed change to the Council's lead insurer.

Councillor Scandrett/Councillor Templeton

**Carried**

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The meeting adjourned at 12.54pm and reconvened at 2.01pm. Councillors Davidson and Donovan were not present at this time.

Councillors Coker and Johanson returned to the meeting at 2.01pm via audio/visual link.

## 21. Regulatory Services - Building Consenting Unit Report - March, April and May 2022

**Council Resolved CNCL/2022/00065**

**Officer recommendations accepted without change.**

That the Council:

1. Receive the information in the Regulatory Services Building Consenting Update Report – March, April and May 2022.

Councillor Mauger/Deputy Mayor

**Carried**

### Attachments

A Item 21 - Officer Presentation

Councillor Gough returned to the meeting at 2.04pm during consideration of item 21.

Councillor Davidson returned to the meeting at 2.29pm during consideration of item 21.

## 22. Planning and Consents Report - Resource Consents - March, April and May 2022

**Council Resolved CNCL/2022/00066**

**Officer recommendations accepted without change.**

That the Council:

1. Receive the information in the Planning and Consents, Resource Consents Report – January and February 2022.

Councillor MacDonald/Councillor Mauger

**Carried**

### Attachments

A Item 21 - Officer Presentation

## 25. Draft submission on Exposure Draft of National Policy Statement for Indigenous Biodiversity

The Council delegated Councillors authority to finalise and approve the Council submission.

### Council Resolved CNCL/2022/00067

That the Council:

1. Delegate to Councillors Cotter, Templeton, Davidson, Johanson, Galloway, Coker and Mauger authority to finalise and approve the Council submission on the Exposure Draft of National Policy Statement for Indigenous Biodiversity, to be submitted by Thursday 21 July 2022.

Councillor MacDonald/Councillor Keown

**Carried**

Unconfirmed

### 33. Draft submission on Water Services Entities Bill

The Council delegated Councillors authority to finalise and approve the Council submission. The Council also noted points to improve the Bill (refer to resolution 2).

#### Council Resolved CNCL/2022/00068

That the Council:

1. Delegate to Mayor and Councillors Cotter, MacDonald and Mauger authority to finalise and approve the Council submission on the Water Services Entities Bill, to be submitted by Friday 22 July 2022.
2. Notes that the submission will acknowledge the need for change, but that the Council does not agree with the model proposed in the Bill. The submission will therefore seek to improve the Bill, including:
  - a. Deferring final decisions on Christchurch's highly integrated stormwater system which includes flood management and land drainage;
  - b. Ensuring Christchurch has an appropriate level of representation on the governance group relative to size;
  - c. Providing for priority-setting for entity work programme to be set locally/sub-regionally, ensuring a local voice in decision-making – the WSE must be a plan-taker not a plan-maker;
  - d. Requiring founding documents for entities to be developed by local councils and mana whenua;
  - e. Gaining certainty about the details of council's debt transfer to the entity;
  - f. Limiting transfer of government spending so that debt is directly related to activities of the entities;
  - g. Clarifying treatment of controlled trading organisations, such as City Care Ltd;
  - h. Ensuring integration with Resource Management Act and other relevant reforms.

Deputy Mayor/Councillor Keown

**Carried**

### 26. Mayor's Monthly Report - June 2022

#### Council Resolved CNCL/2022/00069

That the Council:

1. Receive the information in this Report.
2. Requests staff to prepare a briefing note on the process to achieve national reserve status for Takapūneke Reserve and any other national recognition, in partnership with Ōnuku Rūnanga.

Mayor/Deputy Mayor

**Carried**

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**27. Resolution to Exclude the Public**

**Council Resolved CNCL/2022/00070**

That at 2.51pm the resolution to exclude the public set out on pages 602 to 604 of the agenda be adopted.

Deputy Mayor/Councillor Scandrett

**Carried**

**The public were re-admitted to the meeting at 3.13pm.**

**Karakia Whakamutunga:** Given by the Deputy Mayor.

**Meeting concluded at 3.13pm.**

**CONFIRMED THIS 11<sup>TH</sup> DAY OF AUGUST 2022**

**MAYOR LIANNE DALZIEL  
CHAIRPERSON**

Unconfirmed

## 6. Council Minutes - 14 July 2022

Reference / Te Tohutoro: 22/941259

Report of / Te Pou Matua: Samantha Kelly, Team Leader Hearings and Committee Support, samantha.kelly@ccc.govt.nz Sam

General Manager / Pouwhakarae: Dawn Baxendale, Chief Executive, dawn.baxendale@ccc.govt.nz

### 1. Purpose of Report Te Pūtake Pūrongo

For the Council to confirm the minutes from the Council meeting held 14 July 2022.

### 2. Recommendation to Council

That the Council Confirm the Minutes from the Council meeting held 14 July 2022.

### Attachments Ngā Tāpirihanga

No.	Title	Page
 A	Minutes Council - 14 July 2022	44

### Signatories / Ngā Kaiwaitohu

Author	Samantha Kelly - Team Leader Hearings & Committee Support
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## Christchurch City Council MINUTES

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**Date:** Thursday 14 July 2022  
**Time:** 10.01am  
**Venue:** Council Chambers, Civic Offices,  
53 Hereford Street, Christchurch

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**Present**

Chairperson	Mayor Lianne Dalziel
Deputy Chairperson	Deputy Mayor Andrew Turner
Members	Councillor Jimmy Chen
	Councillor Catherine Chu
	Councillor Melanie Coker
	Councillor Pauline Cotter
	Councillor Mike Davidson
	Councillor Celeste Donovan
	Councillor Anne Galloway
	Councillor James Gough
	Councillor Yani Johanson
	Councillor Aaron Keown
	Councillor Sam MacDonald
	Councillor Phil Mauger
	Councillor Jake McLellan
	Councillor Tim Scandrett
	Councillor Sara Templeton

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**Principal Advisor**

Dawn Baxendale  
Chief Executive  
Tel: 941 8999

Samantha Kelly  
Team Leader Hearings & Committee Support  
941 6227  
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[www.ccc.govt.nz](http://www.ccc.govt.nz)

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**Karakia Tīmatanga:** Given by the Mayor.

The agenda was dealt with in the following order.

**1. Apologies Ngā Whakapāha**

There were no apologies received.

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

Councillor Scandrett declared an interest in Item 5.

**3. Public Participation Te Huinga Tūmatanui**

**3.1 Public Forum Te Huinga Whānui**

There was no public forum scheduled for this meeting.

**3.2 Deputations by Appointment Ngā Huinga Whakaritenga**

**3.2.1 Hospitality New Zealand**

Peter Morrison on behalf of Hospitality New Zealand spoke regarding item 5 Te Kaha multi-use arena budget increase.

**3.2.2 William Stewart**

William Stewart spoke regarding item 5 Te Kaha multi-use arena budget increase.

**Attachments**

A 3.2.2 William Stewart Presentation

**3.2.3 Crusaders and Canterbury Rugby Football**

Grant Jarrold, Chair of Crusaders and, Colin Mansbridge, Chief Executive of the Crusaders spoke regarding item 5 Te Kaha multi-use arena budget increase.

Tony Smail, Chief Executive of Canterbury Rugby Football spoke regarding item 5 Te Kaha multi-use arena budget increase.

**3.2.4 Helen Broughton**

Helen Broughton spoke regarding item 5 Te Kaha multi-use arena budget increase, by audio/visual link.

**3.2.5 Josiah Tualamali'i**

Josiah Tualamali'i spoke regarding item 5 Te Kaha multi-use arena budget increase.

**3.2.6 Central City Business Association**

Annabel Turley spoke regarding item 5 Te Kaha multi-use arena budget increase.

**Attachments**

A 3.2.6 Central City Business Association Presentation

**4. Presentation of Petitions Ngā Pākikitanga**

There was no presentation of petitions.

Councillor Gough left the meeting at 10.49am and returned at 10.51am during discussion on item 5.

The meeting adjourned at 11.25am and reconvened at 11.44am.

## 5. Te Kaha multi-use arena budget increase

### **Introduction**

Christchurch City Council Citizens and Community General Manager Mary Richardson joined the table and provided a PowerPoint presentation (Attachment A).

### **Consultation Analysis and Findings**

Christchurch City Council Research Analysts Aimee Martin and Ashleigh Hamilton joined the table and provided a PowerPoint presentation (Attachment B) regarding the consultation analysis.

### **Te Kaha Project Delivery Limited Board**

Barry Bragg, Chair of the Te Kaha Project Delivery Limited Board, Caroline Harvie-Teare, Chief Executive of Venues Ōtautahi and David Kennedy, Chief Executive of the Te Kaha Project Delivery Limited Board joined the table and provided a PowerPoint presentation (Attachment C) regarding the Boards recommendations.

Also in attendance were the following:

Lisa Curran, Simpson Grierson, Special Counsel, Peter Neven, Positive Contractual Relationships Ltd, Assurance Expert (by audio/visual link), Gill Cox, Te Kaha Project Delivery Limited Board Member/Chair of Venues Ōtautahi, Richard Peebles, Te Kaha Project Delivery Limited Board member (by audio/visual link) and Jane Huria, Te Kaha Project Delivery Limited Board member.

The meeting adjourned at 12.57pm and reconvened at 2.03pm.

### **Financial Impact**

Christchurch City Council General Manager/Chief Financial Officer Leah Scales and Finance Business Partner Peter Langbein provided a PowerPoint presentation (Attachment D) regarding the financial implications.

### **Council Decision**

The Council resolved to increase the total budget for Te Kaha multi-use arena to \$683,165,830 as detailed in resolutions 2 to 7.

The Council also included additional requests as detailed in resolutions 8 to 10.

### **Officer Recommendations**

That the Council:

1. Receive the report on the consultation on the investment of a further up to \$150 million in the Te Kaha project.
2. Receive and consider the recommendation in the report from Te Kaha Project Delivery Ltd and advice from the Independent Assurance Expert and Simpson Grierson independent Legal Advisors.
3. Receive and consider the information in the report on the financial impact of a further investment in Te Kaha.

### Te Kaha Project Delivery Limited Board Recommendations

That the Council:

1. Appoint BESIX Watpac NZ (CMUA) Limited to carry out the Design and Construct contract for the Te Kaha project for the contract sum and details as set out in Detailed Project Costings (Attachment D (Confidential)).
2. Delegate authority to the Christchurch City Council Chief Executive to execute a Letter of Acceptance to BESIX Watpac to enable work to proceed and to execute the Design and Construct contract once all the contract documentation has been completed.
3. Approve the overall Total Project Budget of \$683,165,830 including the BESIX Watpac D&C Contract and other project costs, including Governance, Project Team, Insurance, Enabling Works, PCSA Phase Consent Fees, Other Works outside BESIX Watpac's contract, Design & Construct Contingency (P85 QRA) and Council Project Contingency, as set out in Detailed Project Costings (Attachment D (Confidential)).
4. Approve the Delegations to the Board and Contingencies as set out in Detailed Project Costings (Attachment D (Confidential)).
5. Acknowledge confirmation from the Crown via The Treasury Te Tai Ōhanga that the Project Assurance Points 2 & 3 as set out in the Funding Agreement with the Crown have been satisfied, subject to Council approving the additional funding required for the project and providing the required Delegations and Contingency to the Board as noted above.

### Council Resolved CNCL/2022/00053

That the Council:

2. Approve to increase the overall Total Project Budget for Te Kaha to \$683,165,830, noting this budget includes D&C Contract and other project costs, including Governance, Project Team, Insurance, Enabling Works, PCSA Phase Consent Fees, Other Works outside BESIX Watpac's contract, Design & Construct Contingency (P85 QRA) and Council Project Contingency, as set out in Detailed Project Costings (Attachment D (Confidential)).
3. Appoint BESIX Watpac NZ (CMUA) Limited to carry out the Design and Construct contract for the Te Kaha project for the contract sum and details as set out in Detailed Project Costings (Attachment D (Confidential)).
4. Delegate authority to the Christchurch City Council Chief Executive in consultation with the Chair and Deputy Chair of the Finance and Performance Committee to execute a Letter of Acceptance to BESIX Watpac to enable work to proceed and to execute the Design and Construct contract once all the contract documentation has been completed.
5. Contract and other project costs, including Governance, Project Team, Insurance, Enabling Works, PCSA Phase Consent Fees, Other Works outside BESIX Watpac's contract, Design & Construct Contingency (P85 QRA) and Council Project Contingency, as set out in Detailed Project Costings (Attachment D (Confidential)).
6. Approve the Delegations to the Board and Contingencies as set out in Detailed Project Costings (Attachment D (Confidential)).

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7. Acknowledge confirmation from the Crown via The Treasury Te Tai Ōhanga that the Project Assurance Points 2 & 3 as set out in the Funding Agreement with the Crown have been satisfied, subject to Council approving the additional funding required for the project and providing the required Delegations and Contingency to the Board as noted above.

Mayor/Councillor Gough

**Carried**

The division was declared **carried** by 13 votes to 3 votes the voting being as follows:

**For:** Mayor Dalziel, Deputy Mayor Turner, Councillor Chen, Councillor Chu, Councillor Cotter, Councillor Davidson, Councillor Galloway, Councillor Gough, Councillor Johanson, Councillor Keown, Councillor MacDonald, Councillor Mauger and Councillor McLellan

**Against:** Councillor Coker, Councillor Donovan and Councillor Templeton

Councillor Scandrett declared an interest, sat back from the table and took no part in the discussion or debate on this matter.

#### **Council Resolved CNCL/2022/00054**

That the Council:

1. Receives:
  - a. The report on the consultation on the investment of a further up to \$150 million in the Te Kaha project.
  - b. The report from Te Kaha Project Delivery Ltd and advice from the Independent Assurance Expert and Simpson Grierson independent Legal Advisors.
  - c. The report on the financial impact of a further investment in Te Kaha.
8. Request that Te Kaha Project Delivery and Venues Ōtautahi work with Council to maximise commercial and funding opportunities that will minimise the ongoing opex contribution to Te Kaha required from Christchurch City Council.
9. Request that Te Kaha Project Delivery and Venues Ōtautahi work with Council to attempt to secure additional capital contributions to Te Kaha to reduce the amount required from Christchurch City Council.
10. Request that Te Kaha Project Delivery and Venues Ōtautahi provide quarterly updates to the Council on progress.

Mayor/Councillor Gough

**Carried**

Councillor Scandrett declared an interest, sat back from the table and took no part in the discussion or debate on this matter.

#### **Attachments**

- A Te Kaha - Introduction
- B Te Kaha - Consultation Analysis
- C Te Kaha Project Delivery Limited Board presentation
- D Te Kaha - Financial Implications

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The meeting did not go into Public Excluded session.

**Karakia Whakamutunga:** Given by the Mayor.

Meeting concluded at 3.29pm.

CONFIRMED THIS 11<sup>TH</sup> DAY OF AUGUST 2022.

MAYOR LIANNE DALZIEL  
CHAIRPERSON

Unconfirmed

## 7. Monthly Report from the Community Boards - July 2022

Reference Te Tohutoro: 22/950080

Report of Te Pou Matua: The Chairpersons of all Community Boards

General Manager Mary Richardson, General Manager, Citizens and Community

Pouwhakarae: mary.richardson@ccc.govt.nz

### 1. Purpose of Report Te Pūtake Pūrongo

The purpose of this report is to provide the Council with an overview of initiatives and issues recently considered by the Community Boards. This report attaches the most recent Community Board Area Report included in each Boards public meeting. Please see the individual agendas for the attachments to each report.

Each Board will present important matters from their respective areas during the consideration of this report and these presentations will be published with the Council minutes after the meeting.

### 2. Community Board Recommendations

That the Council:

1. [Receive the Monthly Report from the Community Boards July 2022.](#)

### Attachments Ngā Tāpirihanga

No.	Title	Page
A  	Waikura Linwood-Central-Heathcote Community Board Area Report July 2022	52
B  	Waipapa Papanui-Innes Community Board Area Report July 2022	60
C  	Waihoru Spreydon-Cashmere Community Board Area Report July 2022	72
D  	Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report June 2022	77
E  	Waitai Coastal-Burwood Community Board Area Report July 2022	82
F  	Waimāero Fendalton-Waimairi-Harewood Community Board July 2022	95
G  	Waipuna Halswell-Hornby-Riccarton Community Board Area Report July 2022	100

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## 12. Waikura Linwood-Central-Heathcote Community Board Area Report - July 2022

Reference Te Tohutoro: 22/794485

Report of Te Pou Matua: Arohanui Grace, Community Governance Manager  
Arohanui.grace@ccc.govt.nz

General Manager: Mary Richardson, Citizen and Community

Pouwhakarae: mary.richardson@ccc.govt.nz

### 1. Purpose of Report Te Pūtake Pūrongo

This report provides the Board with an overview on initiatives and issues current within the Community Board area.

### 2. Officer Recommendations Ngā Tūtohu

That the Waikura Linwood-Central-Heathcote Community Board:

1. Receive the Waikura Linwood-Central-Heathcote Community Board Area Report for July 2022.

### 3. Community Support, Governance and Partnership Activity

#### 3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
Lancaster Park Opening	Lancaster Park was blessed and officially opened by Mayor Lianne Dalziel on the 19 June 2022. Following the ribbon cutting, there were junior cricket, rugby and football sessions being undertaken. The community were welcomed to attend the ceremony.	Completed	Community wellbeing is supported and improved.
Ōpāwaho to Ihutai	Guidance Plan has been finalised and approved by the working party, adopted by the Board and to be presented to Council for endorsement.	Ongoing	Board Priority - Project
Community & Youth Service Awards	Planning is underway for the 2022 Community Service Awards, to be held at The Atrium.	27 July 2022	Board project. Resilient-connected communities.
Bromley Traffic Project	Regular monthly meetings are underway with the Bromley Community for the Bromley Traffic Project. Linwood-Central-Heathcote Community Governance Team are working alongside the Safer Schools Project team	Ongoing	Board Priority - Project

Waikura Linwood-Central-Heathcote Community Board  
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	partnering with local community to ensure their voice is heard.		
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3.2 **Community Funding Summary**

3.2.1 **Community Board Discretionary Response Fund 2021/22** – as at 21 June 2022:

- Discretionary Response Fund unallocated balance for 2021/22 is \$4,331.62
- Youth Achievement and Development Fund unallocated balance for 2021/22 is \$0.00
- Light Bulb Moments Fund unallocated balance for 2021/22 is \$2,000.00

The 2021/22 Discretionary Response Funding Spreadsheet is attached for record purposes. **(Attachment A).**

3.2.2 **Summer with your Neighbours** events were due to be held from 29 October to 31 March 2022. Owing to the effect of Covid-19, the timeframe for events was extended, with reimbursements forms and receipts required to be returned by 1 June 2022 to allow events to be held up to the end of May 2022. A total of 8 of the 35 events the Board funded at their 18 October 2021 meeting were able to go ahead (total cost \$963.41). The remaining funds have been returned to the Discretionary Response Fund.

3.2.3 **Youth Development Fund Applications** - At the Board's 2 December 2021 meeting the Board resolved that the Waikura Linwood-Central-Heathcote Community Board Youth Development Fund allocations process be to two Board Members, until the end of the Board's 2020/22 term. The following Youth Development Fund applications have been approved:

Name	Event	Amount
Joshua Duncan	2022 ICF Canoe Polo World Championships held in St. Omer, France. (16-21 August 2022)	\$300

The Youth Development Fund Decision Matrices are attached for record purposes. **(Attachment B).**

3.2.4 **2021/22 Light Bulb Moment Fund Applications** – the following Light Bulb Moment Fund applications have been approved:

Name	Event	Amount
Roimata Commons Trust	Rekindle workshops for Matariki	\$500
Chris Henderson	Pizza Party – Latimer Neighbourhood Building	\$500

The Light Bulb Moment Decision Matrices are attached for record purposes. **(Attachments C & D).**

3.2.5 **Te Ao Hurihuri Art exhibition and performances at the Cardboard Cathedral** - The Light Bulb Moment Fund grant of \$500 along with \$308 of donations was used to pay for the use of the Cathedral (\$250), refreshments, and gift vouchers for volunteers. The organiser covered the cost of snacks at the before and after events. The one month exhibition was closed with original poetry readings accompanied by improvised music then a live performance for the sound track of Kathleen Gallagher's film about the

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swamps in Canterbury and how they are regenerating the health of the local environment.



- 3.2.6 **Latimer Neighbourhood Pizza Party** - This event was held on 18 June 2022 and despite very cold weather over 50 residents came to enjoy the wood fired pizza, play some games to get to know each other, and sign up to join a Latimer Neighbourhood project group. Participants commented on how much they enjoy living in this part of the inner city and that they would like to have more connection with neighbours as there are many flats used for Air BnB or shorter term tenants.



- 3.2.7 **Give it a go - Tag Skills and Drills Clinic** - Canterbury Tau Tag Football held a “Give it a go” skills and drills clinic at Bromley Park on 5 June 2022, with the use of Lightbulb Moment Funding. The event was attended by 30 rangatahi, ages ranging from 10-17 years. The focus of the event was to encourage participation and connectedness, with participants enjoying fun activities and finishing off with a sausage sizzle and drinks.

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3.2.8 **Fresh Events - Te Pou Toetoe Pool Party:** Youth and Cultural Development hosted the Fresh Events monthly pool Party on Saturday 25 June 2022. Word of mouth is definitely getting out about this great event, with attendance being the most successful yet.

233 rangatahi and their whānau attended the event, which had something for everyone, braiders and barbers, pizza and drinks, the popular manu competition, and of course, fun in the pool listening to the DJ spinning some beats.



3.2.9 **2020-21 Strengthening Communities Funding** - A summary of the End of Project Reports for the 2020-21 Strengthening Communities Fund is attached. **(Attachment E).**

3.3 **Participation in and Contribution to Decision Making**

3.3.1 **Council Engagement and Consultation.**

- **Have your Say** – at the time of writing the report the following consultations were open within the Community Board Area and city-wide consultation:

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Topic	Closing Date	Link
South Library Te Kete Wānanga o wai Mōkihi - User survey	25 July 2022	<a href="https://ccc.govt.nz/the-council/haveyoursay/show/526">https://ccc.govt.nz/the-council/haveyoursay/show/526</a>
Recreation and Sports Centres Survey	31 July 2022	<a href="https://ccc.govt.nz/the-council/haveyoursay/show/512">https://ccc.govt.nz/the-council/haveyoursay/show/512</a>

- **Start Work Notices** – Various Start Work Notices have been sent to the Board throughout the month. All Board area and city-wide start work notices can be found at: <https://ccc.govt.nz/transport/works>.
- **Christchurch District Plan - Plan Change 4 Short Term Accommodation Appeal** - Airbnb Australia Pty Limited have lodged an appeal against a decision of the Christchurch City Council on proposed Plan Change 4. The Board have lodged to be an interested party to the proceedings. At the Board's 15 June 2022 meeting the Board agreed to facilitated mediation.

3.4 **Governance Advice**

3.4.1 **Public Forum** – The Board received the following public forum presentations at its 1 and 15 June 2022 meetings:

- Te Pou Toetoe: Linwood Pool Basketball Court Lights request.
- Canterbury Softball's project to replace the lime fields at Cuthbert's Green.

3.4.2 **Board Requests** – The Board made the following requests at its 1 and 15 June 2022 meetings:

- Requests staff provide advice to the Sumner Tennis Club and the Board on the process for long term use of the Residential Red Zone land in the Port Hills.
- Requests that staff include the information from the public forum presentation by the Sumner Tennis Club to the Board's 1 June 2022 meeting for consideration in development of the Council's Draft Sports Facilities Plan and ensure that the Sumner Tennis Club has input into the Draft Sports Facilities Plan.
- Requests staff advice on the licensing arrangements for the lights on the Cave Rock Mast, including options to extend the lights and how they are arranged, the times they are lit and the potential for the community to be consulted.
- Requests staff discuss with the licence holder about the potential to switch off the Cave Rock Mast lights over the period of Matariki.
- The Board agreed to ask for staff advice on a plan to manage inappropriate parking and speed on the Port Hills suburbs.
- The Board agreed to request a briefing on the current state of the Council's waterpipes network on the hill suburbs from Scarborough through to Mt Pleasant and the Council's future plans for the hill suburbs water pipes network.
- The Board agreed to request staff to arrange a meeting of the Board with the Canterbury Chief Medical Officer to discuss the impacts of 1 November 2021 Christchurch Wastewater Plant Fire on the affected community.

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- The Board agreed to request that a letter be written to the Chief Executive of the Canterbury District Health Board (CDHB) requesting information on what data is being collected on the effects of the 1 November 2021 Christchurch Wastewater Plant Fire, how the CDHB is supporting the affected community post and what are the CDHB's plans moving forward to support the affected community.
- The Board agreed to request a briefing on Te Haumako Te Whitingia Strengthening Communities Together Strategy and the role of Community Boards in regards to the strategy.
- The Board agreed to request an update from the Phillipstown Neighbourhood Policing Team (NPT) on their workplan.
- The Board agreed to request that staff meet with Board members Tim Lindley and Michelle Lomax to discuss the implications and processes of being a party to an Environment Court appeal.
- Requests staff provide an updated map to reflect the Board recommendations to the Council for the Slow Neighbourhood - Opawa report.
- Requests staff to provide information about the safety concerns raised for parking alongside the river.
- Requests a site visit to Ainsley Terrace with the Board, staff and residents to look at parking and general maintenance matters in the Terrace.
- Write to the Minister of Health and the Board Area Members of Parliament outlining the Board's concerns on the lack of health response for the community following the Christchurch Wastewater Plant fire.
- The Board agreed to request staff advice on the Board considering a late nomination to the Board's 2022 Community and Youth Service Awards.
- The Board agreed to request staff advice on the progress of the rebuild of Penfolds Cob Cottage.
- The Board agreed to request a letter be sent on behalf of the Board to Te Aratai College Board of Trustees and the Principal acknowledging their contribution to the rebuild and opening of Te Aratai College.
- The Board agreed that the Board considers the Christchurch District Plan Change 4 – Short Term Accommodation issues on appeal amenable to court facilitated mediation.
- The Board agreed to forward the feedback received from Board members to be considered for incorporation into the Council submission on the Water Entities Bill.

3.4.3 **Briefings** - The Board received briefings during June 2022 about the following:

- Linwood Youth Development Project.
- Christchurch Transport Plan.

#### 4. Advice Provided to the Community Board

- 4.1 **Woonerf Streets in Renewal Programme and Infrastructure Design Standards** – Memorandum in reply to the Board's 16 February 2022 request: *Requests staff advice on amending the Council's Infrastructure Design Standards to accommodate the special*

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*characteristics of a woonerf street (pedestrian focussed street) in the street/pavement renewal programme. (Attachment F).*

- 4.2 **Te Pou Toetoe: Linwood Pool Toetoe Linwood Pool Mural** – Memorandum in reply to the Board’s 20 October 2021 request: *The Board requests staff advice on where a community mural recognising the former Woolston Pool could be painted at Te Pou Toetoe: Linwood Pool Toetoe Linwood Pool. (Attachment G).*
- 4.3 **Friends of Woodham Park** – Memorandum in reply to the Board’s 20 October 2021 request: *The Board agreed to request staff advice on the progress of the actions arising from the community, staff and Community Board Woodham Park 20 May 2021 site visit. (Attachment H).*
- 4.4 **Linfield Park Inappropriate On-Street and Berm Parking** – Memorandum in reply to the Board’s 13 April 2022 request: *The Board agreed to request staff to investigate mitigation measures to prevent inappropriate on-street and berm parking around Linfield Park in Kearneys Road during the winter sports season, including the inappropriate parking at Kearneys Road bend and report back to the Board. (Attachment I).*
- 4.5 **Sumner Esplanade Seating** – Memorandum in reply to the Board’s 16 March 2022 request: *The Board agreed to request staff advice on measure available for the repair and replacement of the dilapidated seating on the Sumner Esplanade. (Attachment J).*

**Attachments Ngā Tāpirihanga**

No.	Title	Page
A	2021-22 Discretionary Response Funding Spreadsheet as at 21 June 2022	
B	2021/22 Youth Development Fund Decision Matrix - Joshua Duncan - 3 June 2022	
C	Light Bulb Moment Fund Application - Roimata Commons Trust - 23 May 2022	
D	Light Bulb Moment Fund Application - Chris Henderson - 2 June 2022	
E	2020-21 Strengthening Communities Fund Summary - End of Project Reports	
F	Memorandum: Woonerf Streets in Renewal Programme and Infrastructure Desing Standards - 1 June 2022	
G	Memorandum: Te Pou Toetoe Linwood Pool - Mural Advice - 1 June 2022	
H	Memorandum: Friends of Woodham Park - 29 June 2022	
I	Memorandum: Linfield Park Inappropriate On-Street and Berm Parking - 28 June 2022	
J	Memorandum: Sumner Esplanade Seating - 30 June 2022	

Waikura Linwood-Central-Heathcote Community Board  
13 July 2022

**Signatories Ngā Kaiwaitohu**

<b>Authors</b>	Liz Beaven - Community Board Advisor Arohanui Grace - Manager Community Governance, Linwood-Central-Heathcote Cathy Sweet - Community Development Advisor Jae Youn Lee - Community Recreation Advisor Jane Walders - Support Officer Shanelle Temaru-Ilalio - Community Development Advisor
<b>Approved By</b>	Matthew McLintock - Manager Community Governance Team Claire Appleby-Phillips - Principal Community Partnerships & Planning Advisor

Waipapa Papanui-Innes Community Board  
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## 13. Waipapa Papanui-Innes Community Board Area Report - July 2022

Reference / Te Tohutoro: 22/755143

Report of / Te Pou Matua: Emma Pavey – Community Governance Manager Papanui-Innes  
Emma.Pavey@ccc.govt.nz

General Manager / Pouwhakarae: Mary Richardson – General Manager Citizens and Community  
Mary.Richardson@ccc.govt.nz

### 1. Purpose of Report Te Pūtake Pūrongo

This report provides the Board with an overview on initiatives and issues current within the Community Board area.

### 2. Officer Recommendations Ngā Tūtohu

That the Waipapa Papanui-Innes Community Board:

1. Receive the Waipapa Papanui-Innes Community Board Area Report for July 2022.

### 3. Community Support, Governance and Partnership Activity

#### 3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
Downstream Effects Management Plan (DEMP)	A briefing update was provided to the Board on 1 July 2022.	Ongoing	Endorse and encourage a functioning and safe traffic network that supports a connected community
<a href="#">Summer with Your Neighbours 2022-23</a>	Summer with your neighbours is about bringing people closer together and celebrating the unique and diverse mix of each neighbourhood.  Report to this meeting to approve funding provision for applications to be made for funding assistance to hold Summer with your Neighbours events in the Board area.	Subject to approval of funding, applications open from 15 July 2022 to 12 August 2022.	Resilient Communities Strengthening Communities Strategy
Langdons Road Corridor	Network study requested. Work has progressed, but staff are currently awaiting further details around the implementation of the Northlink Retail Park - Stage 3, including when this will proceed, what this will look like, what roading works might result, and the scale of additional network demands generated.	Network study aiming to be complete in 2022	Endorse and encourage a functioning and safe traffic network that supports a connected community

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Shirley Community Reserve Activation	On 10 June 2022, Council staff met with community members who are advocating for replacing a community centre on the Shirley Community Reserve. The meeting was to advise on the nature of the feasibility study, and the potential options for the site, including the option to replace the community centre.	Ongoing	Improve and support community facilities and amenity in the Papanui-Innes Wards.
MacFarlane Park Centre	Report to this meeting to seek the Board's recommendation to the Council to deal unilaterally with the Shirley Community Trust (SCT) and to approve 'gift' of the MacFarlane Park Centre building to SCT together with the grant of a lease of the land.	Ongoing	Community Facilities Network Plan 2020
Psychological Wellbeing Support advocated for Community Organisations	Members met with local MPs, Duncan Webb and Sarah Pallett, to advance discussion of this topic that the Board had written to the MPs about.  An EAP Funding Pilot emerging from staff work on this topic is detailed below (3.4.1).	Ongoing	Support and encourage volunteering within the community.
<a href="#">Community Service Awards 2022</a>	Council's Community Service Awards are a way of giving well-deserved recognition to people who make our communities better places to live.  Waipapa Papanui-Innes Community Board conferred Awards on all nominees this year. Board members are in the middle of going out into the community to deliver the Awards.	Awards will be delivered throughout July till September.	Resilient Communities  Strengthening Communities Strategy



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### 3.2 Community Funding Summary

- 3.2.1 The current balance of the 2021-2022 financial year's Discretionary Response Fund at time of writing is \$12,307. There is \$3,450 remaining in the Positive Youth Development Fund. Further detail is to be found in **Attachment A**.
- 3.2.2 Applications for the 2022/23 [Strengthening Communities Fund](#) opened on 21 March 2022 and closed on 26 April 2022. The Board is scheduled to consider the applications at its August meeting.
- 3.2.3 There was one 2021/22 Waipapa Papanui-Innes Youth Development Fund application approved under delegation of the Waipapa Papanui-Innes Community Governance Manager in the month of June:
- Rosa Vesty was granted \$300 as a contribution towards the cost of attending New Zealand U19 Indoor Volleyball Team's test series against Australia held in the North Island in July of 2022. The decision under delegation for this application was made on Monday 20 June 2022.

### 3.3 Community Events

- ["Tūrangawaewae" Exhibition](#) - Artwork from several local schools in local libraries from 22 June to 25 July**

This project, co-ordinated by Chris Potts, Papanui High comes from Tōtaranui Kāhui Ako which is a community of learning in Northwest Christchurch. Their vision is Hono, Mahi Tahi, E tipu - Connect, Collaborate, Grow. Students across all schools have been focused this year on Tūrangawaewae.

Tūrangawaewae is one of the most well-known and powerful Māori concepts. Literally tūrangā (standing place), waewae (feet), it is often translated as 'a place to stand.

Tūrangawaewae represents the places where we feel especially empowered and connected. These places are our foundation, our place in the world, our home.

All schools that belong to the Tōtaranui Kāhui Ako understand the connection this has for the area we live in. Each student has a place of belonging and this can be a physical, emotional and spiritual place.

The work on display represents what Tūrangawaewae means for our akonga (learners).

Location of student work:

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- Redwood Library - Te Kura o te Rakau Whero/Redwood Primary School, Te Kura o Matarangi/Northcote School, Te Kura Mareko/Casebrook Intermediate
  - Bishopdale Library - Te Kura o Mātāhae/Cotswold School, Te Kura o Papakōhatu/Bishopdale School, Te Kura Mareko/Casebrook Intermediate
  - Papanui Library - Papanui Primary School, Papanui High School, Te Kura Mareko/Casebrook Intermediate
  - **[KidsFest](#)**  
KidsFest is Christchurch's festival for kids that takes place in the winter school holidays. KidsFest 2022 is on from 9 to 24 July 2022. KidsFest events at Libraries are found [here](#).
  - **Keep Christchurch Beautiful Community Awards 2022**  
Nominations for the Keep Christchurch Beautiful Community Awards opened on Monday 13 June and close on Friday 18 July. The awards consist of Individuals, Community Groups and Businesses categories. All nominees must be active within Christchurch or its surrounding areas.
  - **Christchurch Civic Awards 2022**  
The Council recognises the service of volunteers and others who go above and beyond the call of duty for Christchurch and its people with its annual Civic Awards. [Nominations](#) for 2022 are open until Monday 1 August 2022.
  - **Volunteer Events**  
Visit [this link](#) for the variety of volunteer events held around the city. Activities vary, but may involve general clean ups, planting, weeding and mulching. Some planting events are family-friendly and [eligible for Children's University \(CU\) credits](#).  
Upcoming weekend planting days include the [Cranford Basin volunteer days](#). Conservation Volunteers New Zealand will be planting 7,000 kahikatea in Cranford Basin this winter (2022), which these days contribute to.
  - **Other upcoming community events and festivals in the wider city**  
Visit [this link](#) for the variety of community events and festivals held around the city. This also links to the [What's On](#) site, where events like the [Vegan night māketē \(market\)](#), [Laughter Yoga](#) at the Scottish Society Hall in St Albans, and the [Northern Community Market](#) are detailed.  
Events are also regularly available through Libraries, such as [Reading to Dogs](#), [CSO Music Trails through the Library](#), and [Wā Kōrero: Storytimes](#).
- 3.4 **Participation in and Contribution to Decision Making**
- 3.4.1 **Report back on other Activities contributing to Community Board Plan** [for items not included in the above table but are included in Community Board Plan]
- **Employee Assistance Programme Funding Pilot**  
Staff have secured funding to support NGO staff and volunteers who work directly with the most vulnerable in the Waipapa Papanui-Innes Wards.  
Following feedback from community organisations, liaison meetings, and organisational health checks carried out by staff during and post-Pandemic lockdown, it was highlighted the organisational emotional toll in delivering

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services, while concurrently supporting staff, volunteers, and the most vulnerable clients namely children, the elderly and the socially isolated. The Manager of the Belfast Community Network further highlighted the issue via an open forum opportunity with the Waipapa Community Board.

The funding has been allocated to the Belfast Community Network as the fund holder for the North West Collective (nine organisations located in the suburbs of Belfast, Shirley, Papanui, and Bishopdale namely: Belfast Community Network, Bishopdale Community Network (F-W-H), Community Focus Trust, Neighbourhood Trust, Northgate Community Services Trust, Papanui Baptist Freedom Trust, Papanui Youth Development Trust, Shirley Community Trust, and Te Ora Hou.

The funding will be allocated to the nine organisations by the fund holder.

This direct funding complements staff initiated delivery via the Mental Health Education and Resource Centre of two modules of education (Wellbeing on 7 July 2022 and Thrive and Revive on 19 July 2022) aimed at and delivered to community organisations within the Waipapa Community Board area in July.

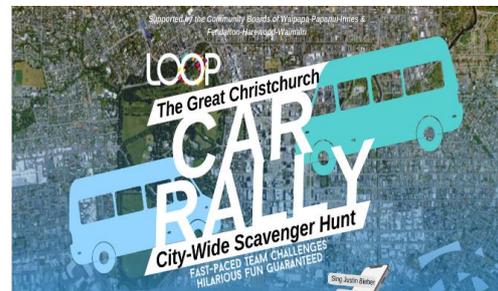
The funding signals an organisational, (Community and Board highlighted) response to an issue that is now raised at a National level by current and ongoing discussions at the Board level with local Members of Parliament.

Staff have also liaised with Rata around possible investment in this initiative.

- **Northwest Youth Events**

The Papanui Youth Development Trust (PYDT) and Te Ora Hou hosted the Northwest Car Rally which was held on Friday 1 July 2022 for high school youth. This event was organised by a group of young people from the PAC team with support from Youth workers from PYDT, Council and Te Ora Hou.

The event saw 80 young people compete in fun and competitive challenges similar to the amazing race around the city to win points. This was done thru the app Goosechase. Feedback from the event was very positive.



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3.4.2 Council Engagement and Consultation.

- [Smart Christchurch Strategy](#) (closes 14 July 2022)

The Council set up Smart Christchurch in 2016 with the goal of promoting Ōtautahi-Christchurch as an open and connected city. The programme focuses on using new technology and innovative trials to make Christchurch a smarter, safer place to live, work and play.

The programme has delivered:

- [Smart bins that include solar-powered trash compactors](#)
- [Fruit and Nut trees – Food Foragers - story](#)
- [Fruit trees map](#)
- [Seismic sensors that can help boost a city's earthquake resilience](#)
- [High-tech graffiti map and track programme](#)
- [Smart View](#)

The strategy for the Smart Christchurch programme reflects the lessons learned over the past six years and the need for the programme to keep evolving. The Council is seeking feedback on the strategy and whether the direction is the right one for our city.

- [South Library Te Kete Wānanga o wai Mōkihi - User survey](#) (closes 19 July 2022)

The Council is exploring plans for rebuilding South Library and Service Centre Te Kete Wānanga o wai Mōkihi, and is seeking user feedback to help shape its design, feel and functionality.

- [Expansion of the sculptural gardens tourist activity](#) (closes 19 July 2022)

This publicly notified resource consent application is for the Construction of a café, an entrance building and expansion of the sculptural gardens at the Giants House in Akaroa

3.5 Governance Advice

3.5.1 Customer Service Request Report – Hybris Report for the Papanui-Innes Wards

Refer to **Attachment B** for the 1 June – 30 June 2022 statistics, providing an overview of the number of Customer Service Requests that have been received, including the types of requests being received and a breakdown of how they are being reported.

It is noted that there are a high number of dog administration tickets when compared to registration tickets. Dog administration tickets are for changes to dog/owner records – change of address, contact details, desexing status, microchip numbers, death of a dog, etc. Registration tickets showing on the report are understood to be new registrations only – approximately 36,000 annual registration tickets have been created since 4 June 2022. These tickets do not show on the report.

3.5.2 Meeting with Duncan Webb MP and Sarah Pallett MP

The Board met with Duncan Webb MP and Sarah Pallett on 27 June 2022 to kōrero regarding psychological wellbeing support for community organisation and volunteers. Some notes from the meeting can be found in **Attachment C**.

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**3.5.3 Kohinga St Albans Community Centre**

On Friday 8 July 2022 this year's Canterbury Architecture Awards were held, where it was announced that [Kohinga St Albans](#) was a winner in the public architecture category. This is a prestigious prize within the peer-reviewed Te Kāhui Whaihanga New Zealand Institute of Architects Local Architecture Awards.



**3.5.4 Public Participation**

The Board received the following at its 17 June 2022 meeting:

• ***Deputations on Slow Speed Neighbourhood – Papanui***

The deputations received by the Board at its 17 June 2022 in regard to the Slow Speed Neighbourhood (Papanui) were summarised for the Council's consideration at its meeting of 7 July 2022 alongside the Board's recommendations on matter. The deputations helped shape the decision to extend the 30km/h zone on Rutland Street, introduce one on Sawyers Arms Road, and include a variable 30km/h school zone on Main North Road across from St Joseph's School.

• ***Deputation on Shirley Community Reserve***

The Board received a deputation advocating for relocating and upgrading Shirley Library to be part of a community centre suggested to be sited on Shirley Community Reserve.

**3.5.5 Briefings**

The Board received briefings since its last meeting about the following projects/issues:

- Update on DEMP and CNC
- Strengthening Communities Fund Workshop

Briefings are upcoming to address previous Board requests:

- Courtenay Street Transport Improvement case
- Edgeware Road outside Edgeware Village – Drainage and Kerb Assessment

**3.5.6 Board Requests**

• ***276 & 278 Westminster Street Demolitions***

The Board were updated on the commencement of demolition works at 276 and 278 Westminster Street. Start Work Notices were circulated.

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- **Severn Street Trees**

The Chairperson received inquiry from the resident who generated the Board to visit Severn Street with the arborist to view the street trees on 2 May 2022. Staff provided interim update that there are discussions ongoing with Orion regarding provisions for the electricity infrastructure that could relate to the treatment of the trees, though staff are exploring communication with the residents to understand the wider view of the significant trees lining the relevant section of the street to also consider in respect of the review of the long term management of the trees.



- **Graham Condon Changing Room Cleaning**

Board follow up from a resident's concern about the cleanliness of the changing room floors at Graham Condon Pool received assurance from staff that the floors have been cleaned, and even the Centres Operations Leader has been in there scrubbing the floors with a rust cleaner. A stubborn stain was noted in the accessible change room that could not be removed with ordinary scrubbing. Staff advised they would use a steam cleaner in endeavour to remove the stain, however assured that the floors are cleaned throughout the day and at night so, whilst the stain is unsightly, the floors are hygienic.

- **Street Works**

The Board sought and had follow up and clarification on a number of works in the Board area:

- Edgware wastewater renewals – the Board gained assurance of minimisation of the impacts of the works on the parking for St Albans Park, appreciating there needed to be some temporary impact on the parking as part of the works. The Board also had exchange with staff to improve the legibility of the temporary traffic management.
- Aylesford Street – the Board sought and gained clarity on the communications around the works for the Mairehau Drain timber lining renewal, as covering the section of Aylesford Street affected.
- Chrystal, Warden and Petrie Streets Renewals – the Board gained further detail around the Project Delivery Completion Date moving to 14 October 2022, noting the COVID impact on the contractor, archaeological notification due to an 'historic rubbish pit', and coal tar investigations, which have had minimal detection at sites within Richmond.

- **Shirley Library**

Further to receiving the deputation advocating for relocating and upgrading Shirley Library to the Shirley Community Reserve site, the Board requested to see the engineering report for Shirley Library, receiving advice after its last meeting that:

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*As the building strength is greater than 67%, it is not considered at risk of being earthquake prone.*

*From an asset, sustainability and lifecycle approach, Shirley Library is currently in good physical condition, having undergone capital works in 2020 and also received works to HVAC systems in 2014. The building is currently in the first third of its useful life.*

*Council would not anticipate significant capital works to occur in the next five years based on current condition and data modelling. There is a programme of funds in the LTP for the portfolio which is allocated to the remainder of the Libraries network.*

*The primary services delivered from the facility include:*

- o Library services*
- o Service Centre*
- o NZ Post*
- o Governance*

*The recent refurbishment works ensure that the facility continues to provide value to the community and remains fit for purpose. Continued data collection and condition monitoring will be used to help inform future decision making for this site. Physically, the asset is well positioned to respond to how these services are delivered.*

The Board inquired about a re-assessment of the building given the passage of time, and related points, and received advice that the engineering assessment (completed by Aurecon) for Shirley Library (which also accommodates the Community Governance Team for the neighbouring Coastal-Burwood Board area, as being located within that area) occurred on 27 May 2013 and was determined to be 68% of the New Building Standard. Two Chartered Engineers undertook a quantitative review of the report from CERA on 6 March 2014, with further Capital works occurring in 2020.

Council's Senior Manager Facilities and its Technical Advisor, who oversees the Council's Earthquake-prone buildings, have reviewed the 2013 report and advise there is no need to commission another assessment of the Shirley Library. The Technical Advisor has advised that the Library is of a Low Risk and not classified as earthquake-prone or at earthquake risk.

#### **4. Advice Provided to the Community Board**

##### **4.1 Information sent to the Board:**

- [Exposure Draft of National Policy Statement for Indigenous Biodiversity](#)

Submissions on the Exposure Draft of National Policy Statement for Indigenous Biodiversity are due Thursday 21 July 2022.

- [Christchurch District Plan Proposed Private Plan Change 6: Homebase extension](#)

The Council has adopted the Hearings Panel's recommendation that the plan change be approved with some modification.

**Waipapa Papanui-Innes Community Board  
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**4.2 Start Work Notices (SWN)**

- SWN relating to the Board area have been sent to the Board throughout the month. All Board area and city-wide start work notices can be found at [this link](#).

**4.3 Graffiti Snapshot:**

- Graffiti Snapshot June 2022 (refer **Attachment D**).

**4.4 Memoranda sent to the Board:**

- CCC: Update on Urban Forest Plan (*circulated 9 June 2022*)
- CCC: Submissions open - Water Services Entities Bill (*circulated 23 June 2022*)
- Chrystal, Warden and Petrie Streets Renewals - Project Delivery Completion Date moved to 14 October 2022 (*circulated 23 June 2022*)
- SWN - 276 Westminster Street – demolition (*circulated 23 June 2022*)
- SWN: 278 Westminster Street – demolition (*circulated 28 June 2022*)
- CCC: Time and Explanation of Investigation of Options for Kerb on Edgeware Road Outside Edgeware Village (*circulated 28 June 2022*)
- CCC: Stormwater Drain Rehabilitation Update - Canal Reserve Drain and Mairehau Drain (*circulated 8 July 2022*)
- CCC: Weather Event (*circulated 11 July 2022*)

**4.5 Alcohol Licence Applications Notifications in the Board area**

Date of notification	Closing date	Applicant name	Trading name	Address	Application and licence type	Type of business
17 Jun 2022	11 Jul 2022	<a href="#">ATU Limited</a>	Saket Indian Restaurant	74 Edgeware Road St Albans Christchurch	On-licence renewal	On-restaurant class 3
27 Jun 2022	18 Jul 2022	<a href="#">Elmwood Park Bowling Club Incorporated</a>	Elmwood Park Bowling Club	5 Donald Place St Albans Christchurch	Club licence renewal	Club class 3
5 Jul 2022	26 Jul 2022	<a href="#">Cinco 2016 Limited</a>	Papanui Pak 'N Save	171 Main North Road Papanui Christchurch	Off-licence new	Off-supermarket

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- 4.5.1 Every application for an alcohol licence requires a formal public notification to be made. These public notices can be found on the [Alcohol Licensing website](#).
- 4.5.2 Anyone with a greater interest than the public generally, may lodge an objection against an application by writing to: The Secretary, Christchurch District Licensing Committee, Alcohol Licensing, Christchurch City Council, PO Box 73013, Christchurch 8154 or by emailing: [alcohollicensing@ccc.govt.nz](mailto:alcohollicensing@ccc.govt.nz).
- 4.5.3 Any such community objections must be lodged in writing within 15 working days of the first publication of the notice on the website. These objections may only be made against the specific criteria contained within the Sale and Supply of Alcohol Act 2012. General guidance on objecting is available through [this website](#) run by Te Hiringa Hauora/Health Promotion Agency. Request to view, or query, a specific application may be directed to the Alcohol Licensing Team at [alcohollicensing@ccc.govt.nz](mailto:alcohollicensing@ccc.govt.nz) or 03 941 8999.
- 4.5.4 Community Boards in this district have been authorised by the Council to appear and be heard (upon seeking, and if granted, permission from the chairperson of the District Licensing Committee) at any hearing of an application for an alcohol licence. This is distinct and different from being an objector. Community objectors should thus make their objections [direct to the Council's Alcohol Licensing Team](#); they cannot be made via the Community Board.
- 4.5.5 However, anyone may ask to speak to the Community Board about whether the Community Board will seek permission to appear if an application for an alcohol licence is proceeding to a hearing. Again, the Community Board do not object on behalf of, or represent, individual objectors, but can (if they seek and are granted permission to appear) deliver a submission at the hearing, principally to provide the Community Board's overview and insight into the community in the locality of the premises.

**4.6 Alcohol Licence Application in the Board area with objections to be Heard**

Hearing date	Applicant name	Trading name	Address	Application and licence type	Type of business
Aug 2022	<b>Liquorsea Limited</b>	Northwood Liquor Store	Shop F.03a, Northwood Supa Centa, 1 Radcliffe Road	Off-licence new	Off- bottle store
TBC	<a href="#">Pari International Limited</a>	Liquor Spot Edgware	565 Barbadoes Street	Off-licence new	Off- bottle store

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**Attachments Ngā Tāpirihanga**

No.	Title	Page
A	Papanui-Innes Community Board – Fund Balances as at 30 June 2022	
B	Papanui-Innes Hybris Report June 2022	
C	Notes from Kōrero with Duncan Webb MP and Sarah Pallett MP on 27 June 2022 re Psychological Wellbeing Support for Community Organisations	
D	Graffiti Snapshot June 2022	

**Signatories / Ngā Kaiwaitohu**

<b>Authors</b>	Mark Saunders - Community Board Advisor Lyssa Aves - Support Officer Trevor Cattermole - Community Development Advisor Stacey Holbrough - Community Development Advisor Helen Miles - Community Recreation Advisor Emma Pavey - Manager Community Governance, Papanui-Innes
<b>Approved By</b>	Emma Pavey - Manager Community Governance, Papanui-Innes Matthew McLintock - Manager Community Governance Team Claire Appleby-Phillips - Principal Community Partnerships & Planning Advisor

Waihoru Spreydon-Cashmere Community Board  
12 July 2022



## 8. Waihoru Spreydon-Cashmere Community Board Area Report - July 2022

Reference Te Tohutoro: 21/1756828

Report of Te Pou Matua: Matthew McLintock, Community Governance Manager – Spreydon-Cashmere, matthew.mclintock@ccc.govt.nz

General Manager Pouwhakarae: Mary Richardson, General Manager Customer and Community, mary.richardson@ccc.govt.nz

### 1. Purpose of Report Te Pūtake Pūrongo

This report provides the Board with an overview on initiatives and issues current within the Community Board area.

### 2. Officer Recommendations Ngā Tūtohu

That the Waihoru Spreydon-Cashmere Community Board:

1. Receive the Waihoru Spreydon-Cashmere Community Board Area Report for July 2022.

### 3. Community Support, Governance and Partnership Activity

#### 3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
Summer With Your Neighbours 2022-23	Summer With Your Neighbours is a project with the objective of bringing people closer together and celebrating the unique and diverse mix of each neighbourhoods. Individuals and community groups are invited to apply for a small contribution towards holding a neighbourhood event.	Applications open on 15 July and close on 12 August 2022.	Council Strategic Priority "Enabling active and connected communities to own their future."
Community Service Awards 2022	The Waihoru Spreydon-Cashmere Community Service and Youth Community Service Award nominations were considered by the Community Board 15 June, resulting in ten recipients to be notified.	Applications opened 11 March and closed 14 April. The date and format for any ceremony is to be decided.	Resilient Communities.
Walk Waitaha 2022	Walk Waitaha 2022 is the new format Walking Festival that ran throughout April and May 2022, offering a selection of self-guided walks and walking activities over a six week period.	Completed	Safe and healthy communities.

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	<p>In April 2022 the Christchurch City Council Walking Festival event received a Merit Award in the Best Event category at the Recreation Aotearoa Awards for 2020/2021.</p> 		
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**3.2 Community Funding Summary**

- 3.2.1 At its 3 August 2021 meeting, the Board granted \$85,500 to 11 community groups from its 2021/22 Strengthening Communities Fund.
- 3.2.2 The Board's Discretionary Response Fund unallocated balance for 2021/22 is \$1,145 (refer to **Attachment A** for details). The Board allocated funding from its 2021/22 Discretionary Response Fund at its 31 May 2022 and 15 June 2022 meetings as follows;
- Smash Volleyball Club (Playing equipment and uniforms) - \$1,500
  - Barrington Tennis Club (Toilet upgrade) - \$2,000
  - Cashmere Technical Football Club (Floodlight Towers) - \$10,000
- 3.2.3 The Board's Youth Achievement and Development Fund unallocated balance for 2021/22 is \$900 (refer to **Attachment A** for details). The Board has allocated funding from its 2021/22 Youth Development Fund as follows;
- Maddison Moore (National Gymnastics Championships Attendance) - \$300
  - Fergus O'Neill (World Orienteering Championships) - \$500
- 3.2.4 The Board's Off the Ground Fund unallocated balance for 2021/22 is \$2,400 (refer to **Attachment A** for details).
- 3.2.5 The 2022-23 Strengthening Communities Fund application period was open from 21 March 2022 to 26 April 2022. Staff are currently assessing applications, and the Board will consider them at the 2 August 2022 meeting.

**3.3 Participation in and Contribution to Decision Making**

- 3.3.1 **Report back on other Activities contributing to Community Board Plan [for items not included in the above table but are included in Community Board Plan]**
- Barrington Street / Cashmere Road / Purau Terrace Intersection.
- 3.3.2 **Council Engagement and Consultation.**

**Waihoru Spreydon-Cashmere Community Board**  
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- **Start Work Notices** – Various Start Work Notices have been sent to the Board throughout the month. All city-wide start work notices can be found at: <https://ccc.govt.nz/transport/works>.
- **South Library** – A public meeting, livestreamed through the Board's YouTube Channel was held on Monday 27 June. The intention of the meeting was to inform the community on the decision. A survey canvassing user thoughts on the facility is currently open through the Have Your Say website until 25 July 2022 at <https://www.ccc.govt.nz/the-council/haveyoursay/show/526>.

3.4 **Governance Advice**

- 3.4.1 Public Forum. – The Board received public forum presentations at its 31 May 2022 and 15 June 2022 meetings on the following topics:
- A resident spoke about a proposal to have fruit trees planted in Gainsborough Reserve.
  - Representatives from the Cashmere Technical Football Club spoke about the club's need for grounds.
  - A resident spoke about engaging with the community regarding the South Library rebuild project.
  - Representatives from Beckenham Neighbourhood Association spoke on three topical issues.
- 3.4.2 Deputations. – The Board received a deputation at its 31 May 2022 meeting on the following topic:
- The chair of Te Kura Addington Taumatua Board of Trustees spoke to the item of correspondence.
- 3.4.3 Correspondence. – The Board received correspondence at its 31 May 2022 and 15 June 2022 meetings on the following topics:
- The chair of Te Kura Addington Taumatua Board of Trustees provided correspondence on traffic and safety issues around the School's entrances
  - The Spreydon-Cashmere Age Friendly Committee provided correspondence regarding the South Library rebuild project.
  - Two residents provided separate items of correspondence on the Cashmere Road / Barrington Street / Purau Terrace intersection upgrade project.
- 3.4.4 Briefings – The Board received briefings in May and June 2022 about the following matters;
- The Christchurch Transport Plan
  - An update from New Zealand Police
  - Ōpāwaho-Heathcote River low stopbanks in a joint briefing with Waikura Linwood-Central-Heathcote Community Board
  - Community Board projects for 2022-23
  - Community Engagement for the South Library Rebuild project
  - Community Governance Team updates

**Waihoru Spreydon-Cashmere Community Board**  
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3.4.5 Board Requests – The Board made the following request during Elected Members' Information Exchange at its 15 June 2022 meetings

- An update to the Selwyn Street traffic masterplan.

#### 4. Advice Provided to the Community Board

- 4.1 South Library Rebuild – Information regarding the Public Meeting for the South Library Rebuild Project has been forwarded to the Board. The livestreamed meeting was scheduled to be held on Monday 27 June 2022.
- 4.2 Addington Land Ownership – At its meeting on 29 March 2022, the Board received a deputation regarding the possibility of a footbridge over the railway in Addington. The Board requested staff provide advice on land ownership information in the area and whether there are any pending developments in the area. Staff advised that;
- Land ownership of Walsall Street is the subject of an application by some adjoining owners to acquire title
  - The Court Theatre land is in the name of a privately owned company
  - Kiwirail have control of the railway land
  - There are no known development plans for adjoining parcels of land and no resource or building consents have recently been applied for.
- 4.3 Lindon Grove Request for Traffic Calming – At its meeting on 7 December 2021, the Board sought staff advice on a request from a community member for traffic calming on Annex Road, approaching Lindon Grove. To evaluate speeds on Annex Road, a tube count survey was undertaken in April. The average speeds over the times were below the posted speed limit, however the 85 percentile speeds are up to 56.3 kilometres per hour. In conclusion;
- Staff have assessed that traffic calming on Annex Road is not a priority for Minor Safety funding compared to other sites in the city.
  - Speed survey results have been forwarded to Police for enforcement if they have available resource.
  - Yellow, permanent "Warning Pedestrian" signs will be installed in advance of the playground at the northern end of Annex Road.

21/80176

#### Attachments Ngā Tāpirihanga

No.	Title	Page
A	Waihoru Spreydon-Cashmere Community Board Funding Balance July 2022	

**Waihoru Spreydon-Cashmere Community Board**  
**12 July 2022**

**Signatories Ngā Kaiwaitohu**

<b>Authors</b>	Marie Byrne - Community Board Advisor Heather Davies - Community Development Advisor Watene Hema - Community Recreation Advisor Jay Sepie - Community Development Advisor
<b>Approved By</b>	Matthew McLintock - Manager Community Governance Team Claire Appleby-Phillips - Principal Community Partnerships & Planning Advisor

## 11. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - June 2022

Reference Te Tohutoro: 22/162387

Report of Te Pou Matua: Penelope Goldstone, CGM Banks Peninsula  
Penelope.Goldstone@ccc.govt.nz

General Manager: Mary Richardson, GM Citizens & Community  
Pouwhakarae: Mary.Richardson@ccc.govt.nz

### 1. Purpose of Report Te Pūtake Pūrongo

This report provides the Board with an overview on initiatives and issues current within the Community Board area.

### 2. Officer Recommendations Ngā Tūtohu

That the Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report for June 2022.

### 3. Community Support, Governance and Partnership Activity

#### 3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
Walk Waitaha	<p>The new format of the Christchurch Walking Festival, 'Walk Waitaha' ran throughout April and May 2022 and was very well received, offering a great array of self-guided walks and walking activities over a six week period.</p> 	Ongoing	Our communities are strong, connected and foster a sense of belonging.
Christchurch Walking Festival Merit Award	<p>In April 2022 the Christchurch City Council Walking Festival event received a Merit Award in the Best Event category at the Recreation Aotearoa Awards. The Recreation Awards recognise excellence, innovation and effectiveness of outstanding activity within the recreation sector as well as the achievement and service of individuals whose commitment and contribution promotes the on-going development and enhancement of the industry. Thank you to the 35+ partners who were with us every step of the way to bring the</p>	Completed	Our communities are strong, connected and foster a sense of belonging.

**Te Pātaka o Rākaihautū Banks Peninsula Community Board**  
**11 July 2022**

	<p>Christchurch Walking Festival to life each year. We are looking forward to bringing the Christchurch Walking Festival back in its usual format in April 2023; where we will continue to explore, discover and connect with the wonderful world of walking.</p> 		
<p>Reserve Management Committees – Terms of Reference</p>	<p>Governance Team staff have continued to meet with the Committees and the local Rūnanga to workshop the revised draft Terms of Reference.</p>	<p>Report to Board late August</p>	<p>Unique landscapes and indigenous biodiversity are valued and stewardship exercised.</p>

**3.2 Community Funding Summary**

**3.2.1 Discretionary Response Fund (DRF)** – Four Youth Development applications were received this year, all in the last few months of the financial year. These are allocated directly from the Board's DRF. For a full summary of DRF expenditure for the year, see **Attachment A**.

**3.2.2 Strengthening Communities Fund** - assessment of applications is complete. Staff will discuss them with the Board over the coming months prior to a final decision report to the Board during August. Applicants will be notified of outcomes in time for projects beginning 1 September.

**3.3 Participation in and Contribution to Decision Making**

**3.3.1 Report back on other Activities contributing to Community Board Plan [for items not included in the above table but are included in Community Board Plan]**

- The Board had a site visit to the Diamond Harbour Health Centre on 13 June 2022 and were met by a Council arborist and members of the Diamond Harbour and District Health Support Group.

**3.3.2 Council Engagement and Consultation**

- Additions and Alterations to The Giants House, Akaroa – Open for submissions from 20 June to 19 July 2022.
- Banks Peninsula Community Board Submission – Duvauchelle Treated Wastewater Options. **Attachment B**.

**Te Pātaka o Rākaihautū Banks Peninsula Community Board**  
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- Banks Peninsula Feedback to Council – Water Services Entities Bill – 22 June 2022. **Attachment C.**
- Feedback to Council requested on the Exposure Draft of National Policy Statement for Indigenous Biodiversity. The Board provided the following feedback:
  - The Board wishes to emphasise the benefits of planting native trees, as opposed to exotic trees, on Banks Peninsula to support its indigenous biodiversity, and strongly encourages the planting of natives as part of the NPS-IB and in the context of the Government’s One Billion Trees Programme.
- Proposed new bus stop on Harbour View Terrace near Cass Bay Place – consultation closed on 27 June.
- Smart Christchurch Strategy – Open for submissions from 23 June to 14 July 2022.

**3.4 Governance Advice**

**3.4.1 Public Forum** – The Board received the following public forums at its 13 June 2022 meeting:

- Kerri Bowen and Fiona Waghorn, regarding Fiona’s new role as Community Partnerships Ranger;
- Reverend John McLister, regarding the Lyttelton Parish and Lyttelton Seafarers.

**3.4.2 Deputations** - The Board received the following deputations at its 27 June 2022 meeting:

- Diamond Harbour and Districts Health Support Group, regarding the approval requested for building improvements to the Diamond Harbour Health Centre and tree removal;
- Eddie Costello, resident of Diamond Harbour, regarding the proposed removal of two Eucalyptus trees to accommodate the building improvements to the Diamond Harbour Health Centre.

**3.4.3 Reserve Management Committee Meetings:**

- Cass Bay – 1 June
- Stanley Park – 2 June
- Awa-iti – 2 June
- Diamond Harbour – 13 June
- Okains Bay – 14 June
- Duvauchelle – 20 June

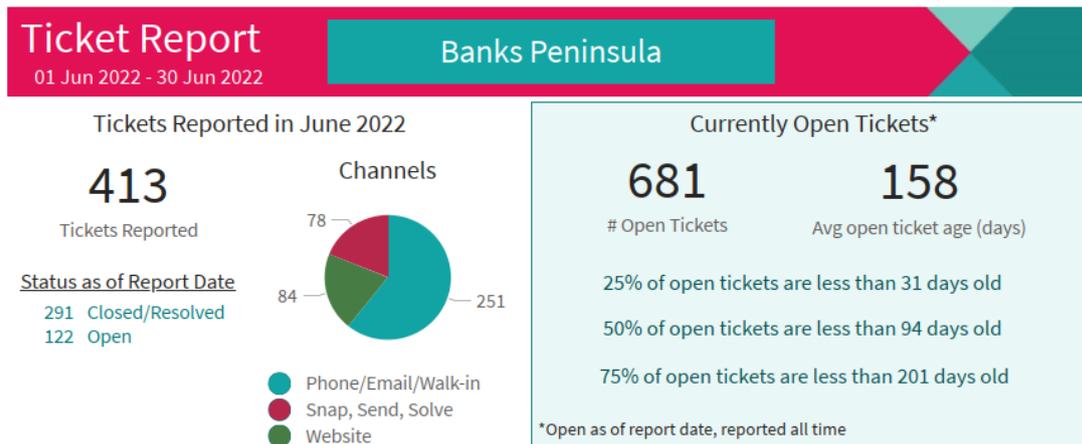
**4. Advice Provided to the Community Board**

- 4.1 **Memo to the Board** – Temporary Chlorination – Little River Water Supply. **Attachment D.**
- 4.2 **Memo to the Board** – Safety Improvements Options – Marine Drive, Charteris Bay. **Attachment E.**
- 4.3 **Memo to the Board** - Interactions Volumes for Banks Peninsula Service Centres. **Attachment F.**
- 4.4 **Memo to the Board** – Residents Survey 2021-22. **Attachment G.**

**Te Pātaka o Rākaihautū Banks Peninsula Community Board**  
**11 July 2022**



- 4.5 **Memo to the Board** – Kerbside Extension in Banks Peninsula-Wairewa. **Attachment H.**
- 4.6 **Memo to the Board** – Submissions Open – Water Services Entities Bill. **Attachment I.**
- 4.7 **Graffiti Insight Report** – May 2022. **Attachment J.**
- 4.8 **Customer Service Requests Report** – 1 June to 30 June 2022. **Attachment K.**



**Attachments Ngā Tāpirihanga**

No.	Title	Page
A	Banks Peninsula Discretionary Response Fund Summary - July 2022	
B	Banks Peninsula Community Board Submission - Duvauchelle Wastewater Treatment Options - June 2022	
C	Banks Peninsula Community Board Feedback to Council - Water Services Entities Bill - 22 June 2022	
D	Memo - Temporary Chlorination - Little River Water Supply	
E	Memo - Safety Improvements Options - Marine Drive, Charteris Bay	
F	Memo - Interactions Volumes for Banks Peninsula Service Centres	
G	Memo - Residents Survey 2021-22	
H	Memo - Kerbside Extension in Banks Peninsula-Wairewa	
I	Memo - Submissions Open - Water Services Entities Bill	
J	Banks Peninsula Graffiti Insight - May 2022	
K	Customer Services Requests Report - June 2022	

**Te Pātaka o Rākaihautū Banks Peninsula Community Board**  
**11 July 2022**

**Signatories Ngā Kaiwaitohu**

<b>Authors</b>	Katie Matheis - Banks Peninsula Governance Adviser Liz Carter - Community Board Advisor Robin Arnold - Community Development Advisor Trisha Ventom - Community Recreation Advisor Jane Harrison - Community Development Advisor Andrea Wild - Community Development Advisor Philipa Hay - Community Development Advisor Bipul Adhikari - Support Officer
<b>Approved By</b>	Penelope Goldstone - Manager Community Governance, Banks Peninsula Matthew McLintock - Manager Community Governance Team Claire Appleby-Phillips - Principal Community Partnerships & Planning Advisor

Waitai Coastal-Burwood Community Board  
18 July 2022

Christchurch  
City Council 

## 8. Waitai Coastal-Burwood Community Board Area Report - July 2022

Reference / Te Tohutoro: 22/344546

Report of / Te Pou Matua: Christopher Turner-Bullock, Community Governance Manager  
christopher.turner@ccc.govt.nz

General Manager / Pouwhakarae: Mary Richardson, General Manager, Citizens and Community  
mary.richardson@ccc.govt.nz

### 1. Purpose of Report Te Pūtake Pūrongo

This report provides the Board with an overview on initiatives and issues current within the Community Board area.

### 2. Officer Recommendations Ngā Tūtohu

That the Waitai Coastal-Burwood Community Board:

1. Receive the Waitai Coastal-Burwood Community Board Area Report for July 2022.

### 3. Community Support, Governance and Partnership Activity

#### 3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
Community Daffodil Planting	The Guardians of Rāwhiti Domain have secured 20,000 daffodil bulbs to plant in the Domain at the woodland playground.  Holding a series of planting days from the 13 to 17 June, students from New Brighton Catholic School attended each afternoon to get the 20,000 bulbs in the ground.	17 June 2022	Make our place appealing and attractive
Hampshire Street Murals	A community collaboration focused on expanding and refreshing the murals on the Hampshire Street Shops in Aranui. This has been a community driven project that will engage with local artists, schools, organisations and residents. Concept designs and event planning is currently underway with a date for event to be confirmed.	Ongoing	Make our place appealing and attractive

#### 3.2 Community Funding Summary

**Waitai Coastal-Burwood Community Board**  
**18 July 2022**

- 3.2.1 For the Board's information, a summary is provided (refer **Attachment A**) on the status of the Board's 2021-22 funding as at 17 June 2022.
- 3.2.2 Summer with your Neighbours events were due to be held from 29 October to 31 March 2022. Due to the impact of Covid-19, the timeframe for events was extended to allow events to be held up until the end of May 2022. A total of 16 of the 33 events the Board funded at their 18 October 2021 meeting were able to go ahead. The remaining funds have been returned to the Discretionary Response Fund.



Pictured above are members of the Beach Road Neighbourhood Support Group who pass on their thanks to the Community Board for the support of their event. Photo Credit: This photo was taken by the oldest member of their group, name withheld (91 years of age).

- 3.2.3 There were two 2021/22 Waitai Coastal-Burwood Youth Development Fund applications approved under delegation of the Waitai Coastal-Burwood Community Governance Manager in the month of June:
- Annie O'Neill was granted \$150 to attend the Federation Cup in the Hawkes Bay as part of the Villa Maria College First VI from 29 August to 3 September 2022. The decision under delegation for this application was made on Friday 3 June 2022.
  - Burnside West Christchurch University Cricket Club, were granted \$200 towards the costs of Jordan Sim to attend a cricket development tour to India from 27 September to 14 October 2022. The decision under delegation for this application was made on Friday 17 June 2022.

Waitai Coastal-Burwood Community Board  
18 July 2022

3.3 Participation in and Contribution to Decision Making

3.3.1 Report back on other Activities contributing to Community Board Plan [for items not included in the above table but are included in Community Board Plan]

• **Brooklands Petition**

At its meeting on 13 June 2022 the Board received a 169 signatory petition from Amanda Neil, local resident requesting a stop bank around the Brooklands Lagoon:

The Prayer of the petition reads:

We want a proper stop-bank to top the flooding tide. We've had a major think-tank so Council will provide. Now join up every sand dune and help us all to see, along the long lagoon a safe track there should be.

Whilst presenting the petition, Amanda Neil highlighted four specific requests:

1. We ask Councillors from ECAN and CCC to assess this situation together, consult with local residents, engineers and contractors – who know and love this land, having the wisdom to make a decent stopbank – and then all parties to take urgent team action.
2. We ask CCC to use the money given to each Council from 3 Waters, which can be used for stopbank protection.
3. We ask you to provide a report of planning back to us within 2 months, which we will distribute throughout our neighbourhoods.
4. We ask that these four things be recorded here today, in readiness for action.

The Board decided to:

1. Refers the issues raised in the petition to staff for investigation and response back to the Community Board by way of InfoCouncil Memorandum.
2. Requests staff to liaise with Environment Canterbury and any other relevant agencies in relation to the issues raised by the petitioner.

• **Stich-O-Mat and The Bridge South Brighton**

Stich-O-Mat and the Bridge South Brighton have collaborated to organise a series of clothing markets where people can buy second hand, upcycled clothing, shoes, accessories, patterns, jewellery and other fashion items. The first of the *Conscious Clothing Market* was held on Sunday 19 June from 10am to 2pm with the next markets planned for Sunday 25 September and Sunday 4 December 2022.

The *Conscious Clothing Market* is an initiative to reduce the amount of waste going to landfill, encourage tangata to shop locally and purchase second hand and educate on the how to make changes in lifestyle to support the targets for emissions reduction.

The first of the markets was a great success, with all the stall holder spots booked up two weeks before the event. With a great turn out on the day and a huge variety of product on offer, the event has create another great attraction for the Brighton area and another great initiative towards environmental sustainability.

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- **The Bridge Hub**

Since its opening, The Bridge Hub has gone from strength to strength with an ever expanding variety of different classes, groups and activities for the community to enjoy. On 13 June, The Hub launched its first in-house community group, *Crafty Corner*, which runs every Monday from 10am to 12 noon. The drop-in session is a free social craft connection group for tangata to come along, work on their projects, grab a cuppa and socialise.

The café based at the hub will be officially opened soon, once the new tenants move in after 23 July 2022.



- **New Brighton Museum**

The New Brighton and District Historical Society and Museum have recently received a grant from the Lottery Environment and Heritage fund which has enabled them to raise the remaining \$85,000 to buy the historic building they currently rent at 8 Hardy Street.

Originally St Enochs Presbyterian Church, the 110 year old building is the oldest in New Brighton. The group have been renting the facility with the constant possibility

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of rent being increased or the building being sold, being sustainable as an organisation has been challenging.

The group inherited \$40,000 from Kay Jackson's Pegasus Trust and then raised a further \$50,000 themselves through donations from the community and fundraising. The funds from the Lottery providing the remaining amount they required to purchase the building which has secured their future as a museum. With many of New Brighton's buildings damaged and closed after the earthquakes, being able to keep this heritage building is a great win for the greater Brighton area, its hapori and for Ōtautahi.



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- **9 Flags of Matariki**

Stitch-O-Mat hosted their *9 Flags of Matariki* event on Thursday 9 June making Matariki flags for the Kāpūtahi Rongoā Māori Demonstration Site. The wānanga was split into two parts, the first in the morning with a kōrero about the 9 stars of Matariki with a discussion around the meaning that each star represents for the Kā Pūtahi Rongoā Māori Demonstration Site and Whānau referencing Rangī Matamua knowledge. A colour was chosen and a symbol to create the flag which serves as a visual for the story and belief of the star was then explained at the Matariki celebration at Rongoā site on the weekend of Matariki. In the afternoon for the second part of the wānanga, having settled on the design moved on to constructing the flags.



- **Brooklands working bee**

Instead of the usual weekly Tuesday morning hui at the Pūharakekenui boat ramp, the group of residents decided to hold a working bee to tidy up the nearby boardwalk and platform. The area is regularly used by kayakers and for fishing, but the bench there was completely covered with vegetation and the pathway to the platform had a thick layer of leaves making the wooden slats slippery and dangerous to walk on.

The group spent a couple of hours clearing vegetation off the pathway, sweeping up the leaves so the boardwalk could dry out, removing the vegetation growing over the bench and tidying up the platform. Afterwards the group sat down for hot soup and muffins and discussed ideas on what they would like to do next to further enhance the boardwalk and surrounding area.



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- **Matariki Events**

**Matariki Community Gala**

The Bridge Hub held their Matariki Community Gala on Friday 24 June 2022 and had over 100 tangata attend. The event had face painting, a colouring competition, free sausage sizzle and live performances from *The Wildflowers* as well as lots of art on display created by students from the local kura especially for Matariki.



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**Matariki in Southshore**

Southshore Residents Association held their Matariki event on Sunday 3 July with free kai, waiata, fire poi and star gazing on offer to participants from 4.30pm to 6pm at Plover Street. The event was a collaboration with New Brighton MenzShed who made a batch of wooden stars which were distributed to the local hapori to paint and decorate in the build up to Matariki and were available at the Matariki Community Gala that The Bridge Hub hosted as an activity at the event. The New Brighton Community garden also got involved, making 15 litres of vegetable soup from their garden produce to keep everyone warm who attended the event.

<https://www.youtube.com/watch?v=6EwZQmNPHvs>



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**Matariki Night Market**

The Carnaby Lane Collective in New Brighton held their special Matariki Night Market on 18 June 2022. The event was opened by Rāwhiti School's Kapa Haka group who performed in front of big crowd who came down to support the event. With 35 stalls, entertainment from local artists, face painting and children's entertainers the event was a high success and great example of the local business, community groups and hapori coming together to celebrate New Brighton and Matariki.



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- **Eco-Action Nursery Trust Tree Planting Day**  
The second of a series of planting days planned for QEII took place on Sunday 19 June 2022 from 10am to midday to plant 2,500 native trees along QEII Adventure Nature Trail. The plants were eco-sourced and grown by twenty schools including Te Kura Tawhito, Rawhiti Primary, Shirley Boys and Avonhead Girls high School from the Community Board area. Around 150 volunteers turned up to help with the planting. Once established, the new trees will form a forest which will provide habitat and food for native birds and lizards as well as sequester carbon to help with mitigating climate change.



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- National Volunteer Week Celebration – Dallington Red Zone**  
 A community celebration took place in the Dallington Red Zone between Gayhurst Road and Dallington Terrace on Sunday 19 June 2022 to recognise National Volunteer Week. The event saw a native tree planting in collaboration with CVNZ from 10am to 12pm followed by information stalls from community organisations, activities, live music and kai until 1.30pm. The event was a great opportunity to shine a light on our hidden heroes who give their time for our communities and to celebrate and share their passion with the wider public and to say thank you.



3.3.2 Council Engagement and Consultation.

Topic	Date	Link
Recreation and Sports Centre Survey	Open for feedback until 31 July 2022	<a href="https://ccc.govt.nz/the-council/haveyoursay/show/512">https://ccc.govt.nz/the-council/haveyoursay/show/512</a>

4. Advice Provided to the Community Board

4.1 Customer Service Request/Hybris Report

For the Board's information, attached is a copy of the May 2022 Hybris Report (refer **Attachment B**).

4.2 Arthur Adcock Reserve

At its meeting on 18 October 2021, the Board received a public forum presentation from Grant Donnell in relation to Arthur Adcock Reserve. Attached for the Board's information is the response from staff to the queries raised (refer **Attachment C**).

4.3 New Brighton Road Stop Bank

At its meeting on 14 March 2022, the Board received an item of correspondence from the Burwood East Residents' Association in relation to safe pedestrian access along the New Brighton Road Stop Bank. Attached for the Board's information is a staff memorandum responding to the request (refer **Attachment D**).

4.4 Pine Avenue Asset Renewal

For the Board's information, attached is a copy of a staff memorandum in relation to asset renewal works planned for Pine Avenue (refer **Attachment E**).

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### Attachments Ngā Tāpirihanga

No.	Title	Page
A	Waitai Coastal-Burwood Community Board Funding Update as at 17 June 2022	
B	Waitai Coastal-Burwood Community Board - Hybris Report May 2022	
C	Waitai Coastal-Burwood Community Board - Arthur Adcock Reserve - Staff Memorandum	
D	Waitai Coastal-Burwood Community Board - New Brighton Road Stop Bank - Staff Memorandum	
E	Waitai Coastal-Burwood Community Board - Pine Avenue Asset Renewal - Staff Memorandum	

### Signatories / Ngā Kaiwaitohu

<b>Authors</b>	Cindy Sheppard - Community Board Advisor Katie MacDonald - Support Officer Emily Toase - Community Development Advisor Rory Crawford - Community Development Advisor Jacqui Miller - Community Recreation Advisor Christopher Turner-Bullock - Manager Community Governance, Coastal-Burwood
<b>Approved By</b>	Christopher Turner-Bullock - Manager Community Governance, Coastal-Burwood Matthew McLintock - Manager Community Governance Team Claire Appleby-Phillips - Principal Community Partnerships & Planning Advisor

## 11. Waimāero Fendalton-Waimairi-Harewood Community Board Area Report - July 2022

Reference / Te Tohutoro: 22/814247

Report of / Te Pou Matua: Maryanne Lomax, Community Governance Manager,  
maryanne.lomax@ccc.govt.nz

General Manager / Pouwhakarae: Mary Richardson, General Manager Citizens and Community,  
mary.richardson@ccc.govt.nz

### 1. Purpose of Report Te Pūtake Pūrongo

This report provides the Board with an overview on initiatives and issues current within the Community Board area.

### 2. Officer Recommendations Ngā Tūtohu

That the Waimāero Fendalton-Waimairi-Harewood Community Board:

1. Receive the Waimāero Fendalton-Waimairi-Harewood Community Board Area Report for July 2022.

### 3. Community Support, Governance and Partnership Activity

#### 3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
Talltree Avenue - Street tree engagement	A flyer has been delivered to residents of Talltree Ave regarding the request to plant more trees on the street. Depending on the feedback from residents, the Board will need to consider requesting funding for this project as part of next year's Annual Plan process.	June-July 2022	<ul style="list-style-type: none"> <li>• Liveable City</li> <li>• Tree Policy</li> </ul>
Community Safety Initiatives	The Safety Expo for the Avonhead/Russley area will be taking place on 7 August 2022 at Russley School. The Police, Community Patrols, Neighbourhood Support and Civil Defence will be in attendance with information stalls.  The Bishopdale Safety Initiative booklet has now been delivered to over 3,000 homes in the local area.	7 August 2022  Ongoing	<ul style="list-style-type: none"> <li>• Resilient Communities</li> <li>• Board Plan Priority</li> </ul>
Community Service Awards	The Community Service Awards function was held on 7 July 2022 at the Russley Golf Club.	Completed	<ul style="list-style-type: none"> <li>• Resilient Communities</li> </ul>

#### 3.2 Burnside Park Tennis Club

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The Burnside Park Tennis Clubhouse was built about 40 years ago in Burnside Park. At that time the club was known as the Fendalton Tennis Club reflecting its original location on Memorial Avenue. However, in 2006 the club membership decided to change the name to Burnside Park Tennis Club.

As a result of general wear and tear over those 40 years the roof began to leak and the old lead flashings needed to be replaced. It was decided to replace the complete roof with support from the Waimāero Fendalton-Waimairi-Harewood Community Board's Discretionary Response Fund. The new roof blends in much better with the rest of the clubhouse and hopefully will last another 40 years.



*Construction of new roof underway*



*Completed roof looking fantastic!*

**3.3 Fendalton-Waimairi-Harewood Community Liaison Meeting**

The first in-person Community Liaison Meeting this year took place on Wednesday, 15 June, at St Christopher's in Avonhead. Reverend Michael Brantley welcomed everyone to St Christopher's and talked about the St Christopher's outreach programmes.

Joss Clarke, Well-being Advisor for Kāinga Ora, then spoke about the purpose of her role, which is to support the Housing Managers with the wellbeing of the tenants, and how it fits into the organisation and highlighted the importance of them building connections within the local community.

Local Community Governance staff ran a fun interactive activity, human bingo, which encouraged individuals to talk to each other to find out more about who they are and the activities, programmes and services of the organisation they represent.

The next meeting will be at 10:30am, Wednesday 17 August 2022 at Fendalton Library and Service Centre.

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3.4 **Summer with your Neighbours**

A variety of local community events and street gatherings were held between October 2021 and June 2022 to celebrate Summer with your Neighbours. The time period was extended to June to acknowledge the impact of COVID and restrictions on gatherings. Great feedback has been received from those who took the opportunity to bring their neighbours together and create better connections within their neighbourhood.



*Residents of Wardour Mews, Avonhead enjoying the sun and getting to know each other.*



*Due to COVID, the Hillcrest Place event did not go ahead. Instead, the organisers created little Easter packages and delivered them to the residents of the street.*

3.5 **Community Capacity Building - Speaker Series**

The third workshop of the Speaker Series took place on Thursday, 9 June; Staying Safe Online. It was a zoom session delivered through Netsafe presented by Paula Wistrand (Netsafe, Education Advisor for the South Island).

A local community group, St Christopher's, opened its doors and streamed the workshop for 150 participants, providing the opportunity for those that didn't have the facilities to watch at home. There were another 20 online connections to the session, which included smaller groups watching together.

Workshop topics included privacy – passwords, terms and conditions, algorithms, personal and business, fake News, misinformation and what to look for, scams – what do we know and how do you protect yourself and the harmful Digital Communications act and Paula also talked about Netsafe and how they can help. A good cross-section of the community attended the workshop, from those working and volunteering for local community organisations to

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residents. Feedback regarding the delivery, contents and length of the workshop from those that attended has been overwhelmingly positive with many saying it was, “Very informative and well structured” and “Good basic workshop. It was worth my time. I enjoyed it.”

Further to the feedback and in partnership with Netsafe and local community groups, staff are looking at hosting the workshop later in the year at various venues in the Fendalton-Waimairi-Harewood area.



*Attendees at the Netsafe session at St Christopher's, Avonhead*

**3.6 Community Funding Summary**

- 3.6.1 A status report on the Board's 2021-22 Discretionary Response Fund and Youth Development Fund as at 21 June 2022 is attached (refer **Attachment A**).
- 3.6.2 The Strengthening Communities Fund opened for applications on Monday 21 March 2022 and closed on Tuesday 26 April 2022. A workshop will be held with the Board on 25 July 2022 for the Board to consider the applications received and seek further information/clarification, if required. A full report with staff recommendations will be presented to the Board for a decision at their meeting in August 2022.

**3.7 Participation in and Contribution to Decision Making**

**3.7.1 Council Engagement and Consultation**

- **Te Kaha multi-use arena budget consultation**

Consultation regarding the Te Kaha multi-use arena budget was open from 10 June 2022 to 5 July 2022.

- **Playground Surveys**

The Council is currently running a survey on playgrounds that have recently been renewed. The intention is to find out how people are using the new playgrounds and how we can do better in the future.

Two playgrounds in our area are included in the survey - Annandale Park and Armitage Park.

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- **Recreation and Sport Centres Survey** - The Council are seeking feedback from residents in regards to the opening of two new centres towards the end of 2023; Parakiore and the Hornby Centre.

This survey will help the Council understand what people want from our recreation and sports centres – our two new centres and our existing centres. It’s a chance for residents to have a say on the activities and programmes we offer and to suggest new ideas for us to consider.

The survey opened on 13 May 2022 and will close on 31 July 2022. Feedback can be submitted on the Council's Have Your Say page.

#### 4. Advice Provided to the Community Board

- 4.1 Customer Service Request Report - Hybris monthly report for May 2022 attached, providing an overview of the number of Customer Service Requests that have been received, including the types of requests being received and a breakdown of how they are being reported (refer to **Attachment B**).
- 4.2 Fendalton-Waimairi-Harewood Graffiti Report - May-June 2022 (refer to **Attachment C**).

#### Attachments Ngā Tāpirihanga

No.	Title	Page
A	Fendalton-Waimairi-Harewood Board Funding Update - June 2022	
B	Fendalton-Waimairi-Harewood Hybris Ticket Report - May 2022	
C	Fendalton-Waimairi-Harewood Graffiti Report - May-June 2022	

#### Signatories / Ngā Kaiwaitohu

<b>Authors</b>	Maryanne Lomax - Manager Community Governance, Fendalton-Waimairi-Harewood Natalie Dally - Community Development Advisor Karen Boag - Community Development Advisor Lisa Gregory - Community Recreation Advisor Aidan Kimberley - Community Board Advisor
<b>Approved By</b>	Matthew McLintock - Manager Community Governance Team Claire Appleby-Phillips - Principal Community Partnerships & Planning Advisor

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## 13. Waipuna Halswell-Hornby-Riccarton Community Board Area Report - July 2022

Reference / Te Tohutoro: 22/690108

Report of / Te Pou Matua: Matthew Pratt, Community Governance Manager,  
matthew.pratt@ccc.govt.nz

General Manager / Pouwhakarae: Mary Richardson, General Manager Citizens and Community,  
mary.richardson@ccc.govt.nz

### 1. Purpose of Report Te Pūtake Pūrongo

This report provides the Board with an overview on initiatives and issues current within the Community Board area.

### 2. Officer Recommendations Ngā Tūtohu

That the Waipuna Halswell-Hornby-Riccarton Community Board:

1. Receives the Waipuna Halswell-Hornby-Riccarton Community Board Area Report for July 2022.

### 3. Community Support, Governance and Partnership Activity

#### 3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
Summer with your neighbours	Summer with your neighbours is about bringing people closer together and celebrating the unique and diverse mix of each neighbourhood. Applications for funding assistance to hold Summer with your Neighbours events open on Friday 15 July 2022 and closes Friday 12 August 2022. Applications for a small funding subsidy can be made online at: <a href="http://ccc.govt.nz/GetTogether">ccc.govt.nz/GetTogether</a> .	Applications open from 15 July 2022 to 12 August 2022.	Strengthening Communities

- **Keep Christchurch Beautiful Community Awards 2022**

Nominations for the Keep Christchurch Beautiful Community Awards opened on Monday 13 June and close on Monday 18 July. The awards consist of Individuals, Community Groups and Businesses categories. All nominees must be active within Christchurch or its surrounding areas.



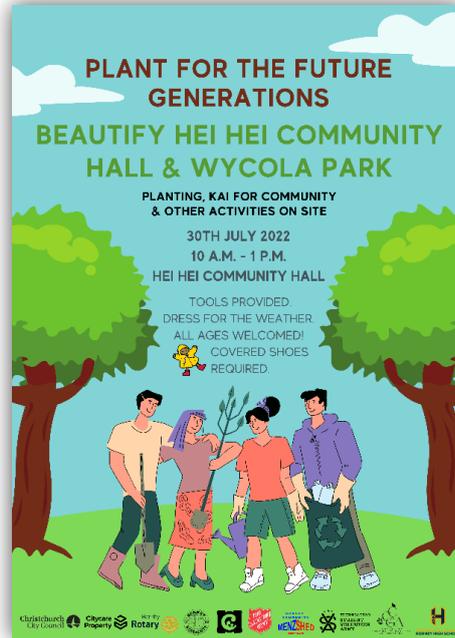
- **Largest ever native planting project**

At its meeting on 31 May 2022, the Board approved The Eastman Wetland landscape plan. More than 100,000 native trees will be planted over the next three years as part of a network of new wetland areas in the upper catchment of the Ōpāwaho Heathcote River. It will be the largest native planting project ever undertaken by the Christchurch City Council.



- **Wycola Park Community Planting**

A Community Planting Event is planned for Wycola Park on Saturday July 30. Community organisations and volunteers will plant out the existing garden beds at the park and the front of the community hall. This initiative supports the ongoing beautification and activation efforts at Wycola Park.



- **Matariki Fun Day, Greater Hornby Residents' Association**

The Greater Hornby Residents' Association (GHRA) organised a very successful Matariki event at South Hornby Primary School on Saturday 18 June. Offering a wide range of activities for children and whānau for little/no cost, there was a large number of the community in attendance. Activities on offer included bouncy castles, pony rides, gumboot throwing, sack races and more. There were a range of food vendors and community organisations in attendance in addition to the Hornby Indoor Market who combined their event and were located inside the school hall. The GHRA received great support from numerous Hornby businesses and community organisations.



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**3.2 Community Funding Summary**

3.2.1 For information, a summary is provided on the status of the Board's 2021-22 funding as at June 2022 (**refer Attachment A**).

**3.2.2 Discretionary Response Fund**

Staff regularly receive accountability information from organisations that have been granted Discretionary Response Funding. A recent report received from the Halswell Scout Group has been provided below.

- Halswell Scout Group Roof Replacement Project (**refer Attachment B**)

The Halswell Scouts has now been running for over 65 years and is one of the larger Scout Groups in Aotearoa New Zealand, with around 130 youth plus leaders. The Halswell Scout Den was originally built in the 1960's at Halswell Domain and houses both the Scout Group and the Halswell Tennis Club.

Due to the poor condition of the Scout Den roof, in 2020 the Halswell Scout Group Committee initiated a project for its replacement.

In early 2022, two grant applications were awarded from the Halswell-Hornby-Riccarton Discretionary Response Fund (\$10,000) and Kiwi Gaming Foundation Limited (\$10,000). The balance of the cost was covered by the Halswell Scout Group. Numerous community groups that use the facility appreciate being able to continue using this community asset.



3.2.3 **Off the Ground Fund** – Under the Board's delegated authority, the following allocations were made in June 2022:

- \$400 to Templeton Residents' Association towards the Waka Waewae Project.
- The Christchurch Girls High School Business Studies Group Ghost Chips applied to the fund for their Young Enterprise Scheme (YES) project. This funding application was not approved as responses from five board members were not received within the specified timeframe

3.2.4 **Youth Development Fund** – Under the Board's delegated authority, the following allocations were made in June 2022:

- \$450 to Villa Maria College towards the costs of Kate Cowan, Holly Beagle and Jamie Cantwell competing in the Hockey Federation Cup 2022 in Hawkes Bay.
- \$300 to Elle-Roze Ilkiw towards New Zealand Rhythmic Gymnastics Nationals to be held in Invercargill.

**3.3 Participation in and Contribution to Decision Making**

3.3.1 **Report back on other Activities contributing to Community Board Plan [for items not included in the above table but are included in Community Board Plan]**

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- **Hornby Centre Site Visit**

Community Board members and staff were invited to a Hornby Centre Site visit on 10 June 2022 where contractor Naylor Love provided an update on the project. Earlier in the day, the contractor had provided a bbq, inviting neighbouring premises to join with them to celebrate the completion of the majority of the piling for the project.

- **Hornby Centre Update**

Council officers are engaging with mana whenua for the gifting of a name that reflects the history, culture, environment and/or current identity of the location of the Hornby Centre currently under construction.

It is anticipated that a report will be presented to the Community Board advising of the name gifted by Rūnanga in August this year.

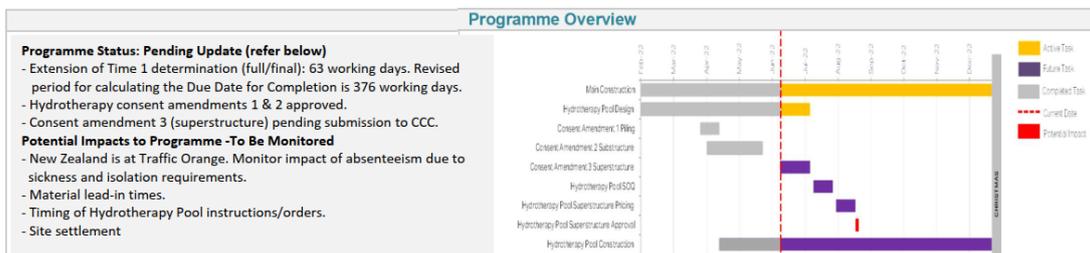
As of 16 June 2022:

- Piling continues to the hydrotherapy pool zone, while LFG network and membrane installation progresses across the original building footprint.
- Foundation beams are targeted to commence prior to 30 June 2022.

In the next 30 days:

- Piling continues to hydrotherapy pool zone. Installation of LFG system continues.
- Order hydrotherapy pool Myrtha pool liner, poolwater plant and commence steel shop drawings.
- Consent processing, schedule of prices and contractor pricing for hydrotherapy pool superstructure (consent amendment 3) starts.
- Finalise review of substructure programme/pricing proposal from Naylor Love.
- Issue for-construction documentation / instruction to proceed for hydrotherapy pool substructure.

Programme Overview:



### 3.3.2 Council Engagement and Consultation.

- **Te Kaha multi-use arena budget consultation**

Consultation regarding the Te Kaha multi-use arena budget was open from 10 June 2022 to 5 July 2022.

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- **Proposed new bus stop upgrades on Kissel Street near Banks Street, Templeton**

A consultation letter and plan for the Kissel Street bus stop was sent out on the 13 June to residents in the vicinity of the bus stop (**refer Attachments C and D**).

The consultation closes on Wednesday 29th of June. It is anticipated a report with recommendations following the consultation will be before the community board in July or August.

3.4 **Governance Advice**

3.4.1 **Denton Park Site Visit**

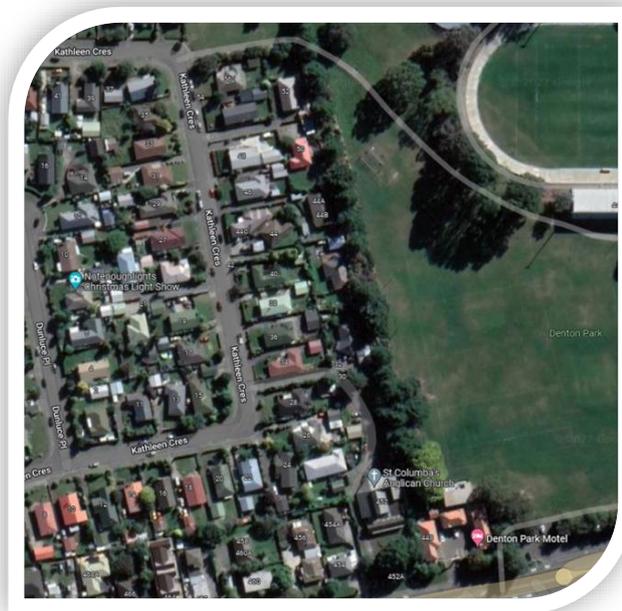
A site visit was held at Denton Park on Friday 10 June 2022 at 1.45pm.

The purpose of the visit was for staff to hear from residents of Kathleen Crescent (many properties in Kathleen Crescent back on to Denton Park), regarding the trees in Denton Park.

In attendance were Mike Mora and Mark Peters from the Community Board. Jonathan Hansen and Matthew Pratt attended from Christchurch City Council. A number of residents from Kathleen Crescent were also at the meeting, as were representatives from the Greater Hornby Residents' Association, Hornby Rugby Club and St Columba's Anglican Church.

The following is a brief summary of the korero:

- The trees were planted along the western perimeter of Denton Park for the 1974 Commonwealth Games.



- The trees are not natives to New Zealand, rather are cedar trees (*Cedrus deodara*). Their common name is deodar cedar but are sometimes referred to as Himalayan cedar (they're native to the Himalayas). Aspirationally, residents

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would like to see natives planted in the Park to encourage native birds into the area.

- The trees do provide shelter from the wind and from the noise of the park.
- Residents described the impacts of pollen from the trees, impacts that last for two to three months per year:
  - The pollen fall can be intense, with a yellow haze in the air for days.
  - Some days, property owners can't open windows due to the amount of pollen that comes in the house.
  - Pollen causes breathing and coughing issues among some residents.
  - Pollen can make footpaths slippery and coats houses.
  - Filtration systems (i.e. in heat pumps) have to be regularly cleaned and serviced as they get blocked by pollen.
- The air conditioning unit of the Rugby Club is blocked from 'white fluffy' pollen from a different species of tree.
- Pine needles from the trees regularly fall and create debris in gardens, on occasion this falling debris blocks downpipes.
- The height of the trees creates significant shading.
  - Some of the shading is welcome in summer months by users of the park (i.e. it creates shade to watch cricket being played).
  - Shading significantly reduces the light of residents in Kathleen Crescent, all residents spoke of a lack of sun and reduced exposure to the sun (i.e. it goes behind the trees).
  - Some residents have installed solar tubes to allow in more light to their property.
- A clump of trees in the southwest corner of the park (by St Columba's Anglican Church) are overgrown and block the lights for the Rugby Club.

#### 4. Advice Provided to the Community Board

##### 4.1 Halswell Junction Road extension

On Thursday 9 June, the Council agreed to provide an additional \$5.5 million in the budget for the Halswell Junction Road extension project (**Refer Attachment E**).

The Halswell Junction Road extension project to provide a new link road from Halswell Junction Road at Foremans Road to Waterloo Road was consulted on in 2017. The project was strongly supported by the Community Board and Waterloo Business Park as it provides a significant improvement in freight connectivity to the Business Park and the Hornby Freight Hub. The project also received strong support from the local community.

As the new road will cross over railway lines the Council has been working with KiwiRail on how to integrate it with the rail infrastructure. At the time it was envisaged that construction would be completed by 2019 but due to complexities of the interface with KiwiRail infrastructure, and its issues due to resourcing and COVID impacts the project delivery has been delayed.

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KiwiRail originally estimated the work, which involves relocating track and sidings, as well as building a new crossing and signals, would cost about \$6.9 million, however, it has now advised that the rail infrastructure work is likely to cost \$11.1 million - \$4.2 million more than expected.

At the same time there has been a \$1.3 million increase in the estimated cost of the roading component of the project, meaning there is an overall budget shortfall of \$5.5 million.

Now that the additional funding is allocated, the Council's part of the work can go for tender and KiwiRail can continue with its part of the work. It is anticipated that works will be completed by June 2023.

**4.2 Goulding Avenue**

Action to address flooding in Goulding Avenue was agreed as part of the 2021-31 Long Term Plan in July 2021. Design has been undertaken and alignment of works is happening.

With the start of the new road maintenance contracts in October 2022 works in Goulding Avenue are scheduled to be completed by Christmas 2022.

Pavement improvements are also planned and expected to be undertaken before Christmas 2022. The stormwater upgrade works will proceed in conjunction with pavement improvements.

**4.3 Graffiti Snapshot**

For the Board's information, attached is a Graffiti Snapshot, an update on graffiti as of May 2022 (**Refer Attachment F**).

**4.4 Hornby Community Patrol**

Hornby Community Patrol is a volunteer organisation operating as the "Eyes and Ears" of the community for the Police and its citizens. The organisation patrols the areas of Sockburn, Templeton, Prebbleton, Halswell, Broomfield, Hei Hei, Islington, Wigram, Park House and Hornby.

For the Board's information, below are the Hornby Community Patrol statistics for May 2022:

Vehicle related : 131	Damage to property : 8	Disorder: 0
Property related: 70	People related: 0	Special service: 187
Number of 3ws: 81	Schools patrolled : 29	No. patrols: 28
No. patrol hours: 198	Km's: 1702	

**4.5 Customer Service Requests/Hybris Report**

For the Board's information, attached is a copy of the May 2022 Hybris Report (**Refer Attachment G**).

Waipuna Halswell-Hornby-Riccarton Community Board  
12 July 2022

**Attachments Ngā Tāpirihanga**

No.	Title	Page
A	Waipuna Halswell-Hornby-Riccarton Community Board Funding Update - June 2022	
B	Halswell Scout Group Roof Replacement Project	
C	Kissel Street, Templeton - Consultation Letter	
D	Kissel Street, Templeton - Bus Stop Proposed Plan	
E	Internal or External Memos Halswell Junction Road extension - Council meeting update 30 June 2022 Report	
F	Graffiti Snapshot - May 2022	
G	Halswell-Hornby-Riccarton Hybris Report May 2022	

**Signatories / Ngā Kaiwaitohu**

<b>Authors</b>	Noela Letufuga - Support Officer Sam Savage - Community Recreation Advisor Bailey Peterson - Community Development Advisor Faye Collins - Community Board Advisor Matthew Pratt - Manager Community Governance, Halswell-Hornby-Riccarton
<b>Approved By</b>	Matthew Pratt - Manager Community Governance, Halswell-Hornby-Riccarton Matthew McLintock - Manager Community Governance Team Claire Appleby-Phillips - Principal Community Partnerships & Planning Advisor

Report from Linwood-Central-Heathcote Community Board – 13 July 2022

## 8. Opawa Childrens Library Building Disposal

Reference Te Tohutoro:	22/942846
Report of Te Pou Matua:	Barry Woodland, Property Consultant, barry.woodland@ccc.govt.nz; Paul McKeefry, Community Facilities Specialist, paul.mckeefry@ccc.govt.nz
General Manager Pouwhakarae:	Mary Richardson, General Manager Citizens and Community, mary.richardson@ccc.govt.nz

### 1. Linwood-Central-Heathcote Community Board Consideration Te Whaiwhakaarotanga

The Board discussed the Expression of Interest process and concerns around this, suggesting that “commercial operators” be changed to “private operators”.

The Board also suggested that the Library be considered for temporary use by community group(s).

### 2. Officer Recommendations Ngā Tūtohu

That the Waikura Linwood-Central-Heathcote Community Board recommend to Council to:

1. Approve the removal of the building from its current flood prone location, following;
2. An Expression of Interest process to determine whether there is any interest:
  - a. From **commercial operators** to purchase and remove the building from the site (taking into account if this can be achieved for less than the cost of demolition) or;
  - b. From **not-for-profit, incorporated, community organisations** to remove and relocate the building for a sustainable community use at no cost to Council.
3. Request staff to report back to the Board if any relocation / purchase options arise from the EOI process.
4. Approve the demolition of the building and remediation of the site if no purchase / relocation options arise from the EOI process.
5. Delegate to the Manager Property Consultancy the authority to negotiate and enter into such contracts and documentation as deemed necessary to implement the action(s) arising from the EOI process including the removal of the building from its existing location and remediation of the site.

### 3. Linwood-Central-Heathcote Community Board Recommendation to Council

#### Part A

That the Council:

1. Approve an Expression of Interest process be undertaken for the former Opawa Childrens Library Building to determine whether there is any interest:
  - a. From private operators to purchase and remove the building from its current site (taking into account if this can be achieved for less than the cost of demolition) or;
  - b. From not-for-profit, incorporated, community organisations to remove and relocate the building for a sustainable community use at no cost to Council.
  - c. For a short to medium term use of building onsite, at no cost to Council.
2. Request staff to report back to the Board if any relocation/ purchase options arise from the Expression of Interest process.
3. Following the Expression of Interest process approve the removal of the building from its current flood prone location if no purchase / relocation options arise.

#### Attachments Ngā Tāpirihanga

No.	Report Title	Page
1	Opawa Childrens Library Building Disposal	111

No.	Title	Page
A  	Estimated Council Operational and Maintenance Costs	120
B  	Heritage Assessment - 2 Louisson Place	126

## Opawa Childrens Library Building Disposal

Reference / Te Tohutoro: 21/478063

Report of / Te Pou Matua: Barry Woodland, Property Consultant,  
barry.woodland@ccc.govt.nz;  
Paul McKeefry, Community Facilities Specialist,  
paul.mckeefry@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 to seek a Council decision on the future of the former Opawa Children's Library building which is no longer used following the opening of the new Opawa Library. This report has been written in order for Council to make a decision on the future (sale / relocation / demolition) of this unused building.
- 1.2 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 limited number of people affected by the decision.

### 2. Officer Recommendations / Ngā Tūtohu

That the Waikura Linwood-Central-Heathcote Community Board recommend to Council to:

1. Approve the removal of the building from its current flood prone location, following;
2. An Expression of Interest process to determine whether there is any interest:
  - a. From **commercial operators** to purchase and remove the building from the site (taking into account if this can be achieved for less than the cost of demolition) or;
  - b. From **not-for-profit, incorporated, community organisations** to remove and relocate the building for a sustainable community use at no cost to Council.
3. Request staff to report back to the Board if any relocation / purchase options arise from the EOI process.
4. Approve the demolition of the building and remediation of the site if no purchase / relocation options arise from the EOI process.
5. Delegate to the Manager Property Consultancy the authority to negotiate and enter into such contracts and documentation as deemed necessary to implement the action(s) arising from the EOI process including the removal of the building from its existing location and remediation of the site.

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

- 3.1 The recommendation has been made as the use of the building has been replaced by a new facility. Retention of the building is not required or envisaged in the Community Facilities Network Plan 2020 and the costs of continued maintenance, rates and other operational costs are unbudgeted. Retention would therefore result in an increased level of service and cost to Council.

- 3.2 At a strategic level the Head of Three Waters has also stressed that “*from a floodplain management perspective we would want to see this building removed (from its existing location). As noted it is in the high hazard zone for flooding. It is the main conveyance channel of the river during high flow events. And, from a reputational perspective, it is a bad look to hold onto a building in a location where Council rules say we should not have any structures at all*”.
- 3.3 Given the absence of allocated Long Term Plan funding any resulting sale and relocation by a third party or relocation and reuse of the building by a community organisation would need to be at no cost to Council.

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

- 4.1 The new Opawa Library was built with replacement of this facility in mind so the intention has always been for the Opawa Children’s Library to be closed and the building relocated, disposed of or demolished and the site remediated.
- 4.2 Other options considered are outlined below.
- 4.3 **Retain the building in its existing location**

If the building were to be retained for an alternative use in its existing location it would result in greater, unbudgeted, costs to Council. Its retention is also considered impractical, and in contravention of District Plan rules, as the building (shown hatched red below) is located on the banks of the Heathcote River in a High Flood Hazard Management Area, susceptible to coastal inundation, situated within the extent of a 1 in 50 year flood event and within the orange tsunami evacuation zone.



- 4.4 **Relocate the building for an alternative community use**

Circularisation of the building details to the Council’s Heads of Services and the Community Governance Managers city-wide has not presented any specific, detailed, community based relocation options. The purpose of the proposed EOI process is to flush out any sustainable proposals.

- 4.5 **Sale and relocation of the building by a commercial operator**

This option has not yet been tested. The EOI process will provide the commercial market with the opportunity to submit proposals for the purchase and relocation of the building.

#### 4.6 Demolition

If no sustainable alternative community based relocation and re-use options, or acceptable sale and relocation tenders from commercial operators, are forthcoming from the EOI process then the building will be demolished and the site remediated.

## 5. Detail / Te Whakamahuki

### Background

- 5.1 The single storey Opawa Children's Library building was originally the social hall on the upper storey of the New Brighton Fire Station from c1930 to 1965. The c65m<sup>2</sup> building was relocated to the banks of the Heathcote River in 1965, primarily as a temporary measure pending the expected construction of a new Opawa Library.



- 5.2 However, the original Opawa Library building at 192 Richardson Terrace remained operational until it was irreparably damaged and demolished following the 2010 / 2011 Canterbury earthquake sequence.
- 5.3 The new library eventually opened in August 2020 housing both the voluntary and children's library making the Opawa Children's Library building redundant. It has been closed since and is no longer required by the asset owner, CGSPU.



- 5.4 The building is situated between legal road and the Heathcote River in what is termed a 'hydro parcel' which means that it is shown on survey plans as part of a river/lake/sea bed. LINZ have confirmed that as the ownership of the dry land hasn't been established, and it isn't defined as a separate parcel, there are unlikely to be any titles or files relating to the land which would record occupation agreements. As such there is no evidence to suggest that transfer of the land was made to the Council or that an existing occupation agreement exists.



- 5.5 As outlined in paragraph 3.2 above its location within the high hazard zone for flooding is a major concern from an occupation and Council reputation perspective.

### Network Context

- 5.6 The Community Facilities Network Plan was adopted by Council in December 2020. This plan gives a snapshot of what we have across the city, looking at the network as a whole. By understanding where these spaces are and what each can offer, the Council can work with the community to make the most of each facility in the network, and identify and support opportunities for the community to activate, operate or own facilities.
- 5.7 Through the engagement of the Linwood-Central-Heathcote Community Board the following was determined for the Opawa Library and the Opawa Children’s Library:
- *Demolish the existing library and replace with a new library onto one site at 192 Richardson Terrace the Opawa Library and the Opawa Children’s Library within the available budget.*
  - *That the new building supports the functions of both the volunteer library and the children’s library.*
  - *That community involvement in the project is managed at an appropriate level via a Joint Working Group (JWG) led by the Project manager.*
  - *The community will be represented through the JWG.*
- 5.8 The project goal was to ensure, through a rigorous and engaging investigative process, that the result is an outstanding community facility in Opawa which reflects the needs of the Opawa community.
- 5.9 The plan also mentions that “*the Council is open to devolving responsibility for the asset and ownership to community organisations if the right partnership agreement can be reached*”. Ownership often provides community organisations with more financial security and means of generating income, while potentially securing long-term savings for Council.
- 5.10 The Opawa Children’s Library has been vacant since the Opawa Public Library opened in 2020. Its location on the Heathcote River bank has been subject to regular flooding, is situated in a high flood risk and orange tsunami evacuation zone and potentially prone to coastal inundation.

### Cost Information

- 5.11 **Demolition Costs:** staff estimate the cost to demolish the building to be in the order of \$35,000 - \$40,000 plus GST depending on the presence, and extent, of asbestos.
- 5.12 **Building Relocation Costs:** staff estimate that the costs to relocate the building (within Christchurch City limits) could potentially be in the order of \$60,000 to \$70,000 plus GST.
- 5.13 **Building Sale Value:** the building has a current book value of \$74,394.47. Tendering the building for sale would be required to establish what the market would actually be prepared to pay for the building, if any, net of relocation costs.
- 5.14 **Revenue to Council:** the purchase of the building, and its relocation, by a third party may generate some revenue to Council although this may be relatively nominal. If there was a cost associated with incentivising a party to relocate the building, this would be favoured over demolition if the costs were the same.
- 5.15 **Holding Costs:** based on a recent detailed condition assessment of the building by Citycare the Annual Scheduled Maintenance and Planned (50 Year) Work costs associated with retaining the building in its current location are as follows (these costs are currently unbudgeted).
- 5.15.1 Annual Scheduled Maintenance Costs: \$4,181.37. This cost excludes security patrol, window cleaning, grounds maintenance and depreciation costs.
- 5.15.2 Planned Work Costs: These broadly increase in quantum and regularity during the 50 year life cycle.
- A summary of these estimated maintenance costs is appended as **Attachment A**.
- 5.16 **Post Building Relocation Costs for a Commercial Operator / Community Group:** in addition to incurring the cost of physically relocating the building these parties would also need to fund potential internal / external building repairs, services connections, building code compliance and other costs.

### Heritage Context

- 5.17 With cognisance of the 'Our Heritage, Our Taonga – Heritage Strategy 2019-2029' the Council's heritage team have been involved in discussions to date.
- 5.18 The Heritage Assessment appended as **Attachment B** indicates that the building has some historical and social significance. Its location on the banks of the Heathcote River also has cultural and spiritual significance.
- 5.19 The heritage team have been actively seeking relocation options for the building but without success at the time of writing this report.

### Community Views and Preferences

- 5.20 The building has been vacant for several years, is situated in an undefined land parcel and occupies a high hazard prone riverside location which is likely to become increasingly subject to more regular flood events in future at greater cost to Council and the ratepayer.
- 5.21 In this context the demolition or sale and relocation of the building at no cost to Council (to a community or commercial entity) are arguably the only sensible, financially prudent and practical options.
- 5.22 The views and preferences of the community have not been considered. However details of the building were circulated to all Heads of Service (and disseminated to their respective teams) to ascertain whether any of Council's operational units had an interest in retaining the building for an alternative use in an alternative location.

- 5.23 As part of this process the building details were also forwarded specifically to the Community Governance Managers representing the various community boards city-wide, including the Linwood-Central Heathcote and Coastal-Burwood Boards.
- 5.24 Apart from Brooklands and New Brighton (both of which were mentioned purely anecdotally) no other locations of interest, or interested parties, were noted.
- 5.25 It is suggested that an EOI process will flush out interest, if any, and determine whether any practical, feasible and sustainable relocation and reuse options exist.
- 5.26 *(It is noted that interest in using the building and existing riverside setting by the Community Waterways Partnership, or as a community meeting space, was received. However, for the reasons outlined above the retention of the building in its existing flood-prone setting is not an option).*
- 5.27 The decision affects the Waikura Linwood-Central-Heathcote Community Board area.

#### **EOI Process**

- 5.28 This process would seek to establish any interest from commercial or community group entities in assuming ownership of the building and relocating it to, and operating it from, an alternative location at no cost to Council. Key information required would include:
- Who the commercial/community group are.
  - What use they want the building for.
  - Where the building is to be relocated.
  - How the buildings removal and future use is to be funded.
- 5.29 The Expression of Interest would be advertised on Government Electronic Tender Service (GETS), in the local press and on the Council's website.

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

### **Strategic Alignment /Te Rautaki Tīaroaro**

- 6.1 Disposal of the building is in keeping with the Council's financial strategy of maintaining a policy of financial prudence through managing assets.
- 6.2 This report supports the [Council's Long Term Plan \(2021 - 2031\)](#):
- 6.2.1 Activity: Community Development and Facilities
- Level of Service: 2.0.1.2 Review and identify community facilities surplus to requirement and recommend a course of action - Review network, identify facilities and recommend options to Council for disposal
- 6.3 Council's focus is to ensure that core business is completed while delivering on our strategic priorities and achieving our community outcomes. In terms of the Strategic Framework, community facilities have a role in achieving the strategic priority of "enabling active and connected communities to own their own future".
- 6.4 The Libraries 2025 Facilities Plan identified that the future position of Voluntary Libraries in Christchurch needed to ensure the maximum benefit from facilities by seeking future partnership opportunities to make best use of funds and available facilities to support the future need of the community. The Voluntary Libraries Review report (2014) identified that the Opawa Library and Opawa Children's Library should co-locate into one facility and consult with the community regarding options for that facility building. It acknowledged that there are opportunities to rethink facility provision to ensure communities are receiving best value and

Council is optimising the use of its investment to ensure that facilities are fit for purpose and sustainable for the long term.

- 6.5 Given the quantity, range and diversity of facilities and their respective providers, future opportunities for facility development are more likely to arise from changing community need rather than an inherent facility deficit or geographic gap.

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

- 6.6 The decision is consistent with Council's Plans and Policies with disposal of the building via public tender on the open market.

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

- 6.7 The Senior Advisor Treaty Relationships has confirmed that the decision (to remove the building) 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 However, the library setting is of archaeological significance for its location on the banks of the Heathcote River, a place of early Ngai Tahu activity, an important food gathering place and part of the interconnected network of travel routes that crossed the widespread wetland system of greater Christchurch.
- 6.9 As such the removal of the building and restoration of the river bank will return the land to its natural state.

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

- 6.10 The removal of the building will reduce Council's carbon footprint. Derelict buildings often lead to unsocial behaviours, vandalism and fire.
- 6.11 Removal of the building takes away a potential impediment in the event of flooding and therefore improves the river's capacity and ability to deal with future flood events.

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

- 6.12 N/A

## **7. Resource Implications / Ngā Hīraunga Rauemi**

#### **Capex/Opex / Ngā Utu Whakahaere**

- 7.1 Cost to Implement:
- 7.1.1 EOI: internal staff /administration costs.
  - 7.1.2 Building relocated for community group use: expected that this would be at no cost to Council (self-funded by the community group).
  - 7.1.3 Building sold and removed: no net cost to Council.
  - 7.1.4 Demolition and site remediation (ie no EOI interest): estimated cost to Council \$35,000 to \$40,000 plus GST.
- 7.2 Maintenance/Ongoing costs:
- 7.2.1 Building relocated or demolished: nil ongoing costs for Council.
  - 7.2.2 Building relocated for community group use: nil cost to Council. Annual Scheduled Maintenance costs for the building (\$4,181.37) and Planned Works costs transferred to the community group.
- 7.3 Funding Source:

- 7.3.1 Staff / administration costs – costs to be covered by existing Community Support, Partnerships Unit operational budgets.
- 7.3.2 Demolition costs – costs to be covered by the Community Facilities Tranche 2 Programme.

**Other / He mea anō**

7.4 N/A

## 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 The legal consideration is the Council does not own, or have an occupation agreement over, the land on which the building is situated.

## 9. Risk Management Implications / Ngā Hīraunga Tūraru

- 9.1 The Crown, as likely administrator of the land, could seek for the building to be removed at some future date if the Council does not do so in accordance with this report.

## Attachments / Ngā Tāpirihanga

No.	Title	Page
A 	Estimated Council Operational and Maintenance Costs	
B 	Heritage Assessment - 2 Louisson Place	

Additional background information may be noted in the below table:

Document Name	Location / File Link

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

### Opawa Children's Library



#### Annual Scheduled Maintenance, Operating Costs and Estimated Planned Work

The following information is intended to inform decision-making around the future of the Opawa Children's library.

- Current Scheduled Maintenance and Estimated Operation Costs based on Citycare's latest FM price list.
- Planned Work and estimated associated costs based on Citycare's evaluation and assessment.
- Power usage and costs based on assumptions of 150KW/m2 yearly usage as currently paid by tenants.
- Depreciation is noted at \$2,233.33 pa. but not included in the calculations.
- All values are base cost and not inflated.

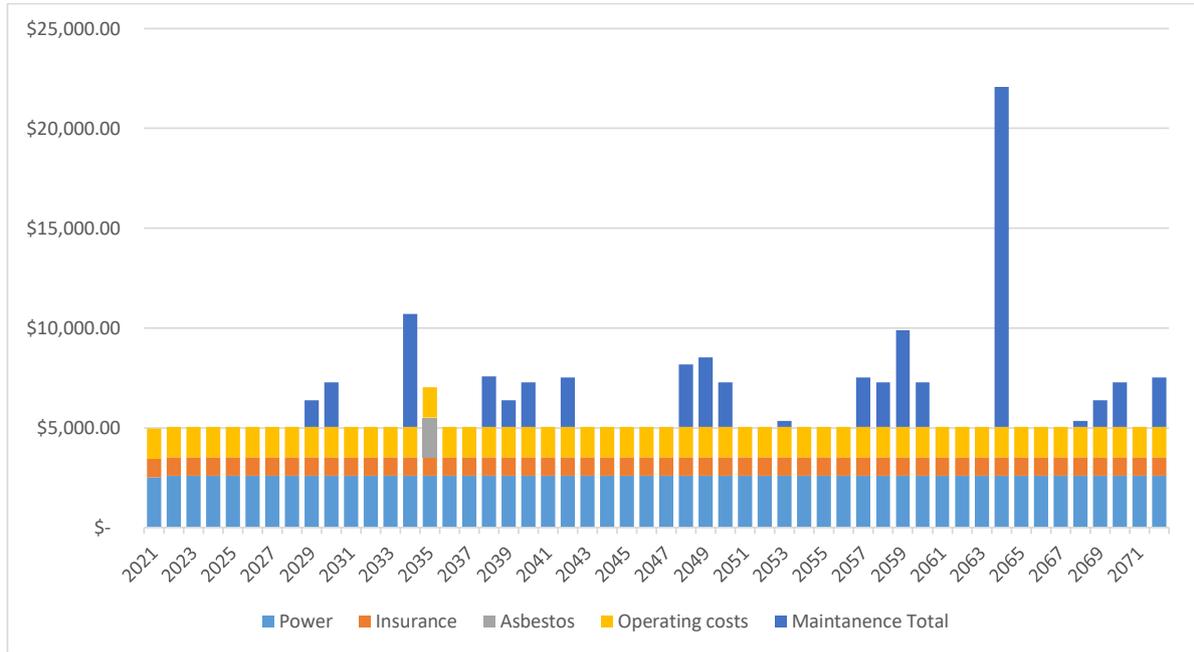
#### Annual Estimated Scheduled Maintenance and OPEX Costs

Scheduled Maintenance	Claim Quantity (FY20-21)	Rate (FY20-21) (Per Unit)	Total cost 20-21
Building washdown	1	X	Currently Excluded
Gutter Cleaning	1	\$ 340.26	\$ 340.26
Fire Portable Equipment Maintenance	1	\$ 63.09	\$ 63.09
HVAC Specified System Maintenance	4	\$ 227.37	\$ 909.48
Fire Service Contract	1	\$ 205.00	\$ 205.00
Security Patrol	X	X	Currently Excluded
Cleaning – window cleaning	X	X	Currently Excluded
Grounds – Lawn maintenance	X	X	Currently Excluded
		<b>Total</b>	<b>\$ 1,517.83</b>
Power/Energy	12	\$ 210.20	\$ 2,522.37
Insurance	1	\$ 1,059.00	\$ 1,059.00
IQP Check/ Certification (Incl. BWOFF)	1	\$ 600.00	\$ 600.00
Depreciation	1	\$ 4,686.67	Currently Excluded
		<b>Total</b>	<b>\$ 4,181.37</b>

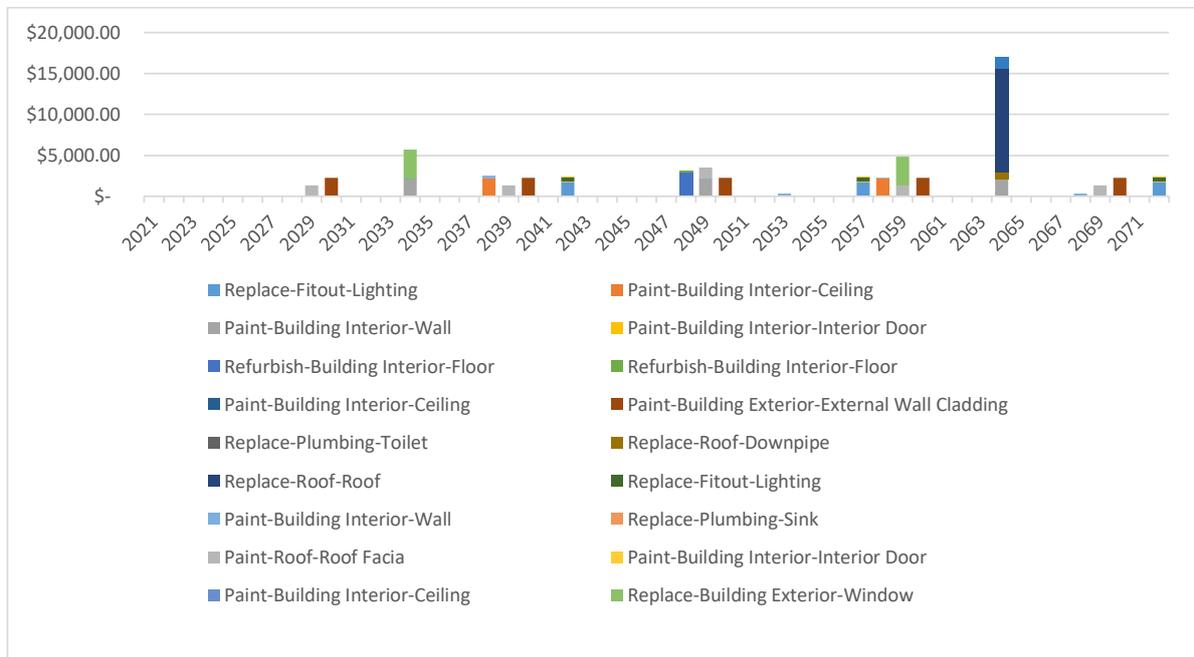
#### Estimated Planned Work for 50 year Life Cycle

1. Projected work based on building survey, photos and descriptions captured by Citycare.
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, 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 (i.e. painting).
3. The scheduling of work could be changed to suit available funds, bundling and blending of like work (i.e. painting). It should be noted that there is a risk of failure/added cost if already deferred work is deferred further.

Combined Annual Scheduled Maintenance and Estimated Planned Work Costs



Breakdown of Estimated Planned Work Costs



	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Replace-Fitout-Lighting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Paint-Building Interior-Ceiling	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Paint-Building Interior-Wall	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Paint-Building Interior-Interior Door	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Refurbish-Building Interior-Floor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Refurbish-Building Interior-Floor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Paint-Building Interior-Ceiling	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Paint-Building Exterior-External Wall Cladding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,240.00	\$ -	\$ -
Replace-Plumbing-Toilet	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace-Roof-Downpipe	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace-Roof-Roof	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace-Fitout-Lighting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Paint-Building Interior-Wall	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace-Plumbing-Sink	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Paint-Roof-Roof Facia	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,330.00	\$ -	\$ -	\$ -
Paint-Building Interior-Interior Door	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Paint-Building Interior-Ceiling	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace-Building Exterior-Window	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Replace-Roof-Gutters	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY2029

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2029	Paint-Roof-Roof Facia	38	m	Paint	2 - Good	10	\$ 1,330.00
<b>Total</b>							<b>\$ 1,330.00</b>

FY2030

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2030	Paint-Building Exterior-External Wall Cladding	89.6	m2	Paint	3 - Fair	10	\$ 2,240.00
<b>Total</b>							<b>\$ 2,240.00</b>

FY2034

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2034	Paint-Building Interior-Ceiling	3	m2	Paint	2 - Good	15	\$ 105.00
2034	Replace-Building Exterior-Window	11	m2	Replace	3 - Fair	25	\$ 3,520.00
2034	Paint-Building Interior-Wall	82	m2	Paint	2 - Good	15	\$ 2,050.00
<b>Total</b>							<b>\$ 5,675.00</b>

FY2038

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2038	Paint-Building Interior-Ceiling	2	Count	Paint	2 - Good	20	\$ 70.00
2038	Paint-Building Interior-Wall	12	m2	Paint	1 - Excell	15	\$ 300.00
2038	Paint-Building Interior-Ceiling	62	m2	Paint	2 - Good	20	\$ 2,170.00
<b>Total</b>							<b>\$ 2,540.00</b>

FY2039

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2039	Paint-Roof-Roof Facia	38	m	Paint	2 - Good	10	\$ 1,330.00
<b>Total</b>							<b>\$ 1,330.00</b>

FY2040

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2040	Paint-Building Exterior-External Wall Cladding	89.6	m2	Paint	3 - Fair	10	\$ 2,240.00
<b>Total</b>							<b>\$ 2,240.00</b>

FY2042

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2042	Replace-Fitout-Lighting	6	Count	Replace	1 - Excell	15	\$ 1,692.00
2042	Paint-Building Interior-Interior Door	1	Count	Paint	2 - Good	15	\$ 75.00
2042	Paint-Building Interior-Interior Door	2	Count	Paint	2 - Good	\$ 15.00	\$ 150.00
2042	Replace-Fitout-Lighting	2	Count	Replace	1 - Excell	\$ 15.00	\$ 564.00
<b>Total</b>							<b>\$ 2,481.00</b>

FY2048

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2048	Refurbish-Building Interior-Floor	60	m2	Refurbish	2 - Good	25	\$ 3,000.00
2048	Refurbish-Building Interior-Floor	3	m2	Refurbish	2 - Good	25	\$ 150.00
<b>Total</b>							<b>\$ 3,150.00</b>

FY2049

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2049	Paint-Roof-Roof Facia	38	m	Paint	2 - Good	10	\$ 1,330.00
2049	Paint-Building Interior-Ceiling	3	m2	Paint	2 - Good	15	\$ 105.00
<b>Total</b>							<b>\$ 1,435.00</b>

FY2050

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2050	Paint-Building Exterior-External Wall Cladding	89.6	m2	Paint	3 - Fair	10	\$ 2,240.00
2050	Paint-Building Interior-Wall	82	m2	Paint	2 - Good	15	\$ 2,050.00
<b>Total</b>							<b>\$ 4,290.00</b>

FY2053

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2053	Paint-Building Interior-Wall	12	m2	Paint	1 - Excell	15	\$ 300.00
<b>Total</b>							<b>\$ 300.00</b>

FY2057

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2057	Paint-Building Interior-Interior Door	2	Count	Paint	2 - Good	15	\$ 150.00
2057	Replace-Fitout-Lighting	2	Count	Replace	1 - Excell	15	\$ 564.00
2057	Paint-Building Interior-Interior Door	1	Count	Paint	2 - Good	15	\$ 75.00
<b>Total</b>							<b>\$ 789.00</b>

FY2058

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2058	Paint-Building Interior-Ceiling	2	Count	Paint	2 - Good	20	\$ 70.00
2058	Paint-Building Interior-Ceiling	62	m2	Paint	2 - Good	20	\$ 2,170.00
<b>Total</b>							<b>\$ 2,240.00</b>

FY2059

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2059	Replace-Building Exterior-Window	11	m2	Replace	3 - Fair	25	\$ 3,520.00
2059	Paint-Roof-Roof Facia	38	m	Paint	2 - Good	10	\$ 1,330.00
<b>Total</b>							<b>\$ 4,850.00</b>

FY2060

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2060	Paint-Building Exterior-External Wall Cladding	89.6	m2	Paint	3 - Fair	10	\$ 2,240.00
<b>Total</b>							<b>\$ 2,240.00</b>

FY2064

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2064	Replace-Roof-Gutters	32	m	Replace	3 - Fair	50	\$ 1,440.00
2064	Replace-Roof-Downpipe	2	Count	Replace	3 - Fair	50	\$ 840.00
2064	Replace-Roof-Roof	70	m2	Replace	3 - Fair	50	\$ 12,600.00
2064	Paint-Building Interior-Ceiling	3	m2	Paint	2 - Good	15	\$ 105.00
2064	Paint-Building Interior-Wall	82	m2	Paint	2 - Good	15	\$ 2,050.00
<b>Total</b>							<b>\$ 17,035.00</b>

FY2068

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2068	Paint-Building Interior-Wall	12	m2	Paint	1 - Excele	15	\$ 300.00
<b>Total</b>							<b>\$ 300.00</b>

FY2069

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2069	Paint-Roof-Roof Facia	38	m	Paint	2 - Good	10	\$ 1,330.00
<b>Total</b>							<b>\$ 1,330.00</b>

FY2070

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2070	Paint-Building Exterior-External Wall Cladding	89.6	m2	Paint	3 - Fair	10	\$ 2,240.00
<b>Total</b>							<b>\$ 2,240.00</b>

FY2072

Year	Item - Description	Quantity	Unit of	Mainte	ndition	Expected Schedule (years)	Estimated cost
2072	Paint-Building Interior-Interior Door	2	Count	Paint	2 - Good	15	\$ 150.00
2072	Replace-Fitout-Lighting	2	Count	Replace	1 - Excele	15	\$ 564.00
2072	Paint-Building Interior-Interior Door	1	Count	Paint	2 - Good	15	\$ 75.00
2072	Replace-Fitout-Lighting	6	Count	Replace	1 - Excele	15	\$ 1,692.00
<b>Total</b>							<b>\$ 2,481.00</b>

HERITAGE ASSESSMENT – STATEMENT OF SIGNIFICANCE

**FORMER NEW BRIGHTON VOLUNTEER FIRE BRIGADE  
SOCIAL HALL/ OPAWA CHILDREN'S LIBRARY AND  
SETTING -  
2 LOUISSON PLACE, CHRISTCHURCH**



PHOTOGRAPH: B. SMYTH APRIL 2022



PHOTO: New Brighton Fire Station, Shaw Avenue, c1939. SOURCE: *Fire on the Foreshore*, Cockburn. 2008

### **HISTORICAL AND SOCIAL SIGNIFICANCE**

*Historical and social values that demonstrate or are associated with: a particular person, group, organisation, institution, event, phase or activity; the continuity and/or change of a phase or activity; social, historical, traditional, economic, political or other patterns.*

The Former Opawa Children's Library building is of historical and social significance for its association with the former New Brighton Fire Station building from c1930 to 1965, and with library services, in particular for children and in the Opawa area 1965 – c2020.

The building was originally the social hall on the upper storey of the New Brighton Fire Station. The building is of historical value as part of an early suburban fire station – the earliest known to be remaining in the city. A volunteer fire service in New Brighton was first proposed in 1905, and the first meeting of the fire committee took place in 1907. The brigade's first premises (1908) were in Shaw Avenue (approximately no.179 today – the site of Shaw Park) behind the New Brighton Borough Council Chambers. In 1932 the Brigade recommended that rather than extending the existing social room, a new social room be added to the top floor of the engine room and living rooms of the station. The Brigade fundraised with social events to fund the build, and Council funding was also provided. The brigade held fortnightly fundraising concerts at the Joyland Theatre to help fund the works. The station building was owned by Council and leased to the Fire Board.

The new social hall was approved by Council in 1933 and completed in 1934. There is reference in the Minutes of the New Brighton Borough Council to Returned Servicemen undertaking the work and receiving some reimbursement (30.11.1933). A billiard table that had been purchased in 1927 remained a feature of the social hall until the station moved to new premises in 1963. The social hall provided a place for brigade meetings, annual meetings, tributes, ceremonies and official events. It was also a feature of social life in New Brighton with dances being held there. Councillors, the Superintendents of the local brigades and the president of the New Brighton RSA were invited to the opening on 6 January 1934, and tickets were also sold for the event. Dances, suppers and socials were held in the social hall. The brigade were thanked by the New Brighton Borough Council Mayor for their work and also for the social gatherings they provided 'for the relief of distress' at an inspection and event in September 1935. It is noted in the history publication of the Fire Brigade that the social hall became a great asset to the Brigade. The fire bell tower was located on top of the social hall roof. By 1953 it appeared the buildings were suffering from a lack of maintenance – the roof of the social hall was noted as leaking, and the roof iron was replaced at the end of the year.

The fire station is connected with local New Brighton people including Roy Stokes who served as a fireman there and was a life member. Roy J. Stokes (1911-1978) a local builder, who was heavily involved throughout his adult life with the New Brighton community. Roy Stokes Hall is named after him in honour of his contribution to Central New Brighton School and the school hall.

A new Fire station was opened in Hawke Street in October 1963. The old station was considered to be long outdated and too small for modern requirements. Other modern stations were built around the city in the 1950s.

At the time the old New Brighton Fire Station building became vacant, across town in Opawa there was a need for a building to serve as a Children's library.

In the 1950s there was increased recognition of the need to provide specific and increased library services for children. This was part of a national trend at the time to accommodate the educational and recreational needs of the baby boomer generation. The Opawa Library was providing specific services for children for free from 4 June 1953, through the Christchurch Public Library scheme of aid for suburban libraries. New Brighton, Sumner, Beckenham and

Redcliffs libraries already participated in the scheme. In 1954 a new Children's department opened in the Spreydon Public Library. It was the ninth library to accept children's services from the pool established by the Canterbury Public Library. In 1963 extensions to the Opawa Library were planned in order to provide sufficient room for the demands of Children's library facilities. These did not eventuate, and a new building was designed by Council for the location on the riverbank at Louisson Place. Tenders were called for a new hexagonal shaped library building on 24 November 1964. One tender was received and this was unsatisfactory due to the high costs. A vacant Council building that could be relocated was sought to fill the need, and the New Brighton Fire Station social hall was decided upon.

The building had previously been considered by the Council for relocation to the neighbouring New Brighton Library to serve as an extension, however it was not considered to be suitable.

The building is noted in Council meeting minutes to have been scheduled to be relocated in the week of 8 June 1965, however it was still not completed by 19 July 1965. Mr Frank Hughes was the successful tenderer for the demolition of the fire station and the removal and relocation of the social hall to Opawa.

By the 22 November 1965 landscaping works and finishing of the building was underway, with a view to it being occupiable in two weeks time. The provision of increased library facilities for children in Opawa was long overdue and the riverbank location was chosen due to its availability and proximity to the footbridge and the existing Opawa Library. It was initially considered to be a temporary measure, with an expectation that the Opawa Library would eventually be rebuilt. This was not to happen until 2020. Initially the Council investigated the possibility of locating the building on land to the rear of the Opawa Post Office, however approval from the Chief Postmaster was not obtained for this.

The relocated building on the riverbank attracted some negative comments in letters to the editor before landscaping and repainting were undertaken. The riverbank was reported by the City Engineer as having been in an untidy state for some time before the building was relocated.

The building during its time as a library is associated with Ms F.W. Gunz, who was Children's librarian at the Opawa Library for many years. Mrs Gunz was appointed as executive director of the Y.W.C.A in June 1965.

The Opawa Library was damaged in the Christchurch Earthquakes, closed and demolished. The replacement building was intended to also provide for children's library services, leaving the Opawa Children's Library building vacant and without a use in 2020.

#### **CULTURAL AND SPIRITUAL SIGNIFICANCE**

*Cultural and spiritual values that demonstrate or are associated with the distinctive characteristics of a way of life, philosophy, tradition, religion, or other belief, including: the symbolic or commemorative value of the place; significance to Tangata Whenua; and/or associations with an identifiable group and esteemed by this group for its cultural values.*

The Former Opawa Children's Library building and setting are of cultural significance for the building's use as a former fire brigade social hall, a library specifically for children, and for the location on the banks of the Ōpāwaho – Heathcote River which is of significance to Tangata Whenua.

The building is associated with the way of life of firemen in suburban Christchurch, reflecting their need for a space relax and socialise whilst on duty, and the way that volunteer fire brigades and staff were an integral part of the community.

As a library, the building specifically provided for the needs of children.

“Ōpāwaho was a pā on the river banks between what is now Judge Street and Vincent Place in Christchurch that was also used as a resting place for Ngāi Tahu travelling between Kaiapoi and Horomaka/Te Pātaka-a-Rākaihautū (Banks Peninsula). The river was part of the

interconnected network of ara tawhito (traditional travel routes) that crossed the once-widespread wetland system of greater Christchurch. The river, and its immediate area, was an important kāinga mahinga kai (food-gathering place)."<sup>1</sup>

#### **ARCHITECTURAL AND AESTHETIC SIGNIFICANCE**

*Architectural and aesthetic values that demonstrate or are associated with: a particular style, period or designer, design values, form, scale, colour, texture and material of the place.*

The Former Opawa Children's Library building and setting are of architectural significance as a 1930s building, originally designed as a social hall and part of a fire brigade complex, which was removed, relocated and adapted for a library.

When the building was relocated, it was necessary to weatherboard and line one wall, build a new entrance porch and construct shelving and a lavatory.

The building is a simple rectangular form, with casement windows and toplights, a shingled gable at one end and a hipped roof at the far end. The shingled gabled façade was the street facing part of the building when it was the top story of the fire station. The style, form, materials and detailing are typical of the 1930s era. The scale and detailing are domestic in character.

Shelves of the childrens' libraries were specifically designed to be within reach of children of 4-14 years, and there were special stands for picture books.

#### **TECHNOLOGICAL AND CRAFTSMANSHIP SIGNIFICANCE**

*Technological and craftsmanship values that demonstrate or are associated with: the nature and use of materials, finishes and/or technological or constructional methods which were innovative, or of notable quality for the period.*

The building is of some technological and craftsmanship significance for its typical 1930s and 1960s (foundations, porch, shelving, lining of one exterior wall) construction techniques and materials.

The Council's library carpenter undertook the building of the shelves.

#### **CONTEXTUAL SIGNIFICANCE**

*Contextual values that demonstrate or are associated with: a relationship to the environment (constructed and natural), a landscape, setting, group, precinct or streetscape; a degree of consistency in terms of type, scale, form, materials, texture, colour, style and/or detail; recognised landmarks and landscape which are recognised and contribute to the unique identity of the environment.*

The building and setting are of contextual value for their locational relationship to the Opāwaho - Heathcote and the building's relationship to the riverside residential area.

Although relocated from New Brighton in 1965, the building strongly relates to the Opawa residential neighbourhood it sits within, in terms of the era of the building, its materials (timber weatherboard and shingles, and corrugated iron roofing), its form and scale.

#### **ARCHAEOLOGICAL AND SCIENTIFIC SIGNIFICANCE**

*Archaeological or scientific values that demonstrate or are associated with: the potential to provide information through physical or scientific evidence and understanding about social historical, cultural, spiritual, technological or other values of past events, activities, structures or people.*

The Former Opawa Children's Library and setting are of archaeological significance for their location directly on the banks of the Opāwaho – Heathcote, a place of early Ngāi Tahu

<sup>1</sup> <https://www.kahurumanu.co.nz/atlas> 'Opāwaho', viewed 7/4/2022

activity, and for the evidence of c1930s construction the building can provide (above the foundations). Noting however that the foundations date from its relocation in 1965.

**REFERENCES:**

<https://www.kahurumanu.co.nz/atlas> 'Ōpāwaho', viewed 7/4/2022

New Brighton Firefighters,

<https://canterburystories.nz/collections/archives/star/prints/1960-1964/ccl-cs-10101>

Press, 25/5/1954, p.10; 24/6/1965, p.2, 2/12/1964, p.2; 10/8/1965, p.14;  
5/6/1953; 14/9/1935

CCC Minute Books: 1 December 1964; 22 November 1965;  
12.2.1964

Library Committee Minute Books: 6 April 1965; 8 June 1965; 6 July 1965

Cockburn, Alan. Fire on the Foreshore. 2008

New Brighton Borough Council minutes 30.11.1933

**REPORT DATED:**

PLEASE NOTE THIS ASSESSMENT IS BASED ON INFORMATION AVAILABLE AT THE TIME OF WRITING. DUE TO THE ONGOING NATURE OF HERITAGE RESEARCH, FUTURE REASSESSMENT OF THIS HERITAGE ITEM MAY BE NECESSARY TO REFLECT ANY CHANGES IN KNOWLEDGE AND UNDERSTANDING OF ITS HERITAGE SIGNIFICANCE.

PLEASE USE IN CONJUNCTION WITH THE CHRISTCHURCH CITY COUNCIL HERITAGE FILES.

**Report from Papanui-Innes Community Board – 15 July 2022**

## **9. MacFarlane Park Centre - Gift of Building and Granting of Ground Lease to Shirley Community Trust**

<b>Reference Te Tohutoro:</b>	22/941482
<b>Report of Te Pou Matua:</b>	Paul McKeefry, Community Facilities Specialist, paul.mckeefry@ccc.govt.nz; Barry Woodland, Property Consultant, barry.woodland@ccc.govt.nz
<b>General Manager Pouwhakarae:</b>	Mary Richardson, General Manager Citizens & Community, mary.richardson@ccc.govt.nz

### **1. Papanui-Innes Community Board Consideration Te Whaiwhakaarotanga**

The Board accepted the Officer Recommendations essentially without change, except for some amendments in the form of the resolutions under advice so that the negotiating and administering authorisations to the Manager Property Consultancy as per Officer Recommendation 3 should apply to both the ground lease conditionally resolved by the Board, and the gift of the building recommended to the Council.

Changes to Officer Recommendations 1 and 2 were similarly matters of form to ensure the division of the resolutions into decisions under delegation and recommendations to the Council. Both reflected that the former (i.e. the grant of the ground lease) is conditional upon the Council agreeing to the latter (i.e. unilateral dealing with Shirley Community Trust (SCT) to gift them the building).

The Board acknowledged the original gift of the building to the Council from the Lions Clubs International Foundation, and also acknowledged the work of SCT supported by its use and operation of the building, recognising that representatives of those bodies were in attendance at the meeting.

Separately circulated staff advice was repeated at the meeting that SCT have been involved throughout the process of developing the proposal and report. As such they are fully aware of the ongoing annual and planned work costs identified in Attachment B of the report and the requirement that the gift of the building is on the basis that it will be at no cost to the Council moving forward. References in the report to SCT assuming the responsibility and having the capacity to carry out the required maintenance and repair were noted.

### **2. Officer Recommendations Ngā Tūtohu**

That the Waipapa Papanui-Innes Community Board:

1. Recommends that Council:
  - a. Agrees to depart from policy and deal unilaterally with Shirley Community Trust (SCT);
  - b. Agrees to gift the MacFarlane Park Centre at 19A Acheson Avenue to SCT for the sum of \$1 (the gift being conditional on Council having a first right of refusal option to take back the building from SCT Trust at the sum of \$1) and;

2. Conditional on recommendation 1a and 1b, grants a ground lease over that part of the land parcel described as Pt Lot 2 DP 17482 (herein referred to as 19A Acheson Avenue) shown as Areas A and B on the lease plan below in paragraph 5.9 for a period of 33 years, including rights of renewal, at a rental to be determined in accordance with the Council's policy for setting rentals to community and sports organisations occupying parks or reserves.
3. Authorise the Manager Property Consultancy to negotiate, conclude and administer all the agreements necessary to facilitate recommendations 1 and 2 above on terms and conditions acceptable to him, and in doing so make any decisions necessary to give effect to this.

### 3. Papanui-Innes Community Board Decisions Under Delegation Ngā Mana kua Tukuna

#### Part C

That the Waipapa Papanui-Innes Community Board:

1. Approves the granting of a ground lease over that part of the land parcel described as Pt Lot 2 DP 17482 (referred to as 19A Acheson Avenue, and shown as Areas A and B on the lease plan found in paragraph 5.9 of the report) for a period of 33 years, including rights of renewal, at a rental to be determined in accordance with the Council's policy for setting rentals to community and sports organisations occupying parks or reserves.
2. Agrees that the approval given in resolution 1 above shall be conditional upon the Council agreeing to:
  - a. depart from policy and deal unilaterally with Shirley Community Trust (SCT); and
  - b. gift the MacFarlane Park Centre at 19A Acheson Avenue to SCT for the sum of \$1 (the gift being conditional on Council having a first right of refusal option to take back the building from SCT Trust at the sum of \$1).
3. Authorises the Manager Property Consultancy to negotiate, conclude and administer all the agreements necessary to facilitate resolution 1 above on terms and conditions acceptable to him, and in doing so make any decisions necessary to give effect to this.

### 4. Papanui-Innes Community Board Recommendation to Council

#### Part A

That the Council:

1. Agrees to depart from policy and deal unilaterally with Shirley Community Trust (SCT).
2. Agrees to gift the MacFarlane Park Centre at 19A Acheson Avenue to SCT for the sum of \$1 (the gift being conditional on Council having a first right of refusal option to take back the building from SCT Trust at the sum of \$1).
3. Notes that the above resolutions fulfil the condition on which the Waipapa Papanui-Innes Community Board has approved: *the granting of a ground lease over that part of the land parcel described as Pt Lot 2 DP 17482 (referred to as 19A Acheson Avenue, and shown as Areas A and B on the lease plan found in paragraph 5.9 of the report) for a period of 33 years, including rights of renewal, at a rental to be determined in accordance*

*with the Council's policy for setting rentals to community and sports organisations occupying parks or reserves.*

4. Authorises the Manager Property Consultancy to negotiate, conclude and administer all the agreements necessary to facilitate these resolutions above on terms and conditions acceptable to him, and in doing so make any decisions necessary to give effect to this.

## Attachments Ngā Tāpirihanga

No.	Report Title	Page
1	MacFarlane Park Centre - Gift of Building and Granting of Ground Lease to Shirley Community Trust	134

No.	Title	Page
A  	Deed of Gift CCC & LCIF	144
B  	OPEX and Maintenance Costs	150
C  	SCT Unsolicited Proposal & Business Case Info	160
D  	Factors to Consider when Dealing Unilaterally	186

## MacFarlane Park Centre - Gift of Building and Granting of Ground Lease to Shirley Community Trust

Reference / Te Tohutoro: 22/436230

Report of / Te Pou Matua: Paul McKeefry, Community Facilities Specialist,  
paul.mckeefry@ccc.govt.nz; Barry Woodland, Property Consultant,  
barry.woodland@ccc.govt.nz

General Manager / Pouwhakarae: Mary Richardson, General Manager Citizens & Community,  
mary.richardson@ccc.govt.nz

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

- 1.1 The purpose of this report is to seek the Board's recommendation to Council to deal unilaterally with the Shirley Community Trust (SCT) and to approve the 'gift' of the MacFarlane Park Centre building at 19A Acheson Avenue on MacFarlane Park to SCT together with the grant of a lease of the land (ground lease).
- 1.2 The building, which was originally gifted to Council by the Lions Clubs International Foundation (LCIF), was relocated to MacFarlane Park in 2018. SCT has occupied and operated the building since then. There is currently no formal ground lease between the Council and SCT.
- 1.3 Officers received a formal request and supporting proposal from SCT to consider the transfer of building ownership from Council to SCT which is supported by the LCIF and Council staff.
- 1.4 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 an assessment determining that the matter is of a local nature and supports an incumbent tenant contributing significantly to the continued empowerment and strengthening of the local Shirley Community. The property is not categorised as a strategic asset.

### 2. Officer Recommendations Ngā Tūtohu

That the Waipapa Papanui-Innes Community Board:

1. Recommends that Council:
  - a. Agrees to depart from policy and deal unilaterally with Shirley Community Trust (SCT);
  - b. Agrees to gift the MacFarlane Park Centre at 19A Acheson Avenue to SCT for the sum of \$1 (the gift being conditional on Council having a first right of refusal option to take back the building from SCT Trust at the sum of \$1) and;
2. Conditional on recommendation 1a and 1b, grants a ground lease over that part of the land parcel described as Pt Lot 2 DP 17482 (herein referred to as 19A Acheson Avenue) shown as Areas A and B on the lease plan below in paragraph 5.9 for a period of 33 years, including rights of renewal, at a rental to be determined in accordance with the Council's policy for setting rentals to community and sports organisations occupying parks or reserves.
3. Authorise the Manager Property Consultancy to negotiate, conclude and administer all the agreements necessary to facilitate recommendations 1 and 2 above on terms and conditions acceptable to him, and in doing so make any decisions necessary to give effect to this.

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

3.1 In gifting the building and granting a ground lease to SCT it assumes full responsibility and cost liability for all building and ground maintenance, rates and other outgoings. Council retain a first right of refusal to take back the building from SCT for \$1 should SCT no longer require, or is unable to operate from, the building.

3.2 The recommendations support the Council's Community Facilities Network Plan 2020, specifically:

*That Council and Community Boards will make decisions on the future support of the city-wide provision of community facilities on a facility by facility basis but based on an informed understanding of the wider network and decision making considerations presented in the Plan.*

*To optimise the Council's community facilities portfolio there is a need to ensure that all facilities fulfil a role within the network. To date the Council's processes when adding, changing or removing facilities have been ad hoc or focused on individual circumstances rather than looking at the overall network.*

*The Community Facilities Network Plan is intended to ensure that the best decisions are made on a sustainable future network optimising community resources including people, time and money.*

3.3 Advantages for Council:

- Transfers ownership of a depreciating asset to SCT where it will be valued.
- Existing maintenance, repair and renewal budgets will be used on other community facilities in the portfolio.
- The land (park) remains in Council ownership.
- The Council supports the community by providing a built asset that can become a self-sustaining community facility which compliments the objectives of SCT's adjacent MacFarlane Park Neighbourhood Centre and its wider community and the Community Facilities Network Plan.
- The transfer preserves the LCIF's desire that the building continues its function as a valuable community hub.
- The transfer to SCT is supported by the LCIF who acknowledge SCT as a financially robust and sustainable community organisation.

3.4 Advantages for SCT:

- It provides them with certainty and autonomy.
- Ownership of the building provides improved access for programme delivery and external funding sources.
- A low risk of being left with a building they can't use/sell, as it reverts to Council.
- Continued ability to support and provide established services and activities which empower and strengthen the local and wider Shirley community.

3.5 Disadvantages:

- The Council gift an asset to SCT and lose control of the building asset with a book value of \$305,000

## 4. Alternative Options Considered Ētahi atu Kōwhiringa

- 4.1 *Retain the Status Quo* – the outreach services provided by SCT to the community would continue but the opportunity for Council to activate its preference to have a greater number of facilities community operated through partnership agreements (in this case enabling SCT to own the building) would be lost. The ongoing building maintenance and future works costs would continue to require currently unspecified and unbudgeted Council funding.
- 4.2 *Council declares the building surplus and sells it in the open market* – aside from undermining SCT’s ability to provide its current level of outreach services to the community the LCIF would not support this option given its longstanding commitment to providing the building specifically for the purposes of supporting community resilience, engagement and participation.
- 4.3 *Carry out a Request for Proposals procurement process seeking proposals to manage and activate the building as a community centre* – this option has been discounted as there is a bona fida community organisation (SCT) who have actively provided, developed and enhanced outreach services and activities to the community from the site for over 20 years, and are proactively seeking ownership and use of the facility.
- 4.4 *Remove SCT, retain the building and include it in the community facility portfolio available for members of the public to hire with Council officers administering the bookings, invoicing, weekly inspections and maintenance follow-up* – not considered a tenable option from a political, community or Council funding perspective.

## 5. Detail Te Whakamahuki

### Context

- 5.1 There are three separate community based buildings located on that part of MacFarlane Park referred to in this report as 17, 19 and 19A Acheson Avenue and shown below as A, B and C on the diagram below.



- **Building A** (17 Acheson Avenue) – **Play Centre Building** - KidsFirst Kindergarten own the building; a ground lease from Council is pending formal approval.
- **Building B** (19 Acheson Avenue) – **MacFarlane Park Neighbourhood Centre** – SCT own the building; no ground lease currently in place.

- **Building C** (19A Acheson Ave) – **MacFarlane Park Centre** – currently owned by Council; tenanted by the SCT; no ground lease currently in place.
- 5.2 The future ownership of the MacFarlane Park Centre (Building C), and lease of the land it sits on, is the subject of this report.
- 5.3 The grant of a ground lease to SCT over the land occupied by the MacFarlane Park Neighbourhood Centre will be the subject of a separate report to the Community Board.

**The Lions Club International Foundation’s Transitional Building**

- 5.4 The MacFarlane Park Centre building was originally owned by the Lions Club International District 202E Charitable Trust (LCIF). Following the post-earthquake demolition of several community buildings in the Shirley / St Albans area the LCIF offered the building to Council in 2012 as a transitional community facility for the area pending construction of the new St Albans Community Centre.
- 5.5 Subsequently, funding to enable the transitional facility to be relocated to MacFarlane Park in support of the Shirley community was approved by Council in 2017 (CNCL/2017/00292) with the building being formerly gifted by the LCIF to Council by way of a Deed of Gift in March 2018 **(Refer Attachment A)**.
- 5.6 With the support of the LCIF, Council and the local community the transitional building was activated by the SCT to continue and expand the community development work it had been undertaking from the Neighbourhood Centre at MacFarlane Park since 2000.
- 5.7 With the confirmed support of the LCIF the SCT now wish to assume ownership of the building.

**The Land and Building**

- 5.8 The land parcel containing the MacFarlane Park Centre, which extends to around 2797m<sup>2</sup>, is fee simple, described as Pt Lot 2 DP 17482 and gazetted as Local Purpose (Community Buildings) Reserve. It is treated as a park in accordance with the definition in Section 138 of the Local Government Act 2002.
- 5.9 Within that land parcel the ground lease area occupied by the MacFarlane Park Centre is shown as Areas A and B on the plan below.



- 5.10 The building (A), which extends to some 133m<sup>2</sup>, includes a main community hall, meeting room, kitchen, store room and unisex/accessible toilet facilities.



- 5.11 Opening out onto MacFarlane Park the land (B) incorporates an accessible ramp, ancillary shed, bike stand, general landscaping and three sealed car park spaces (including one accessible space) accessed from Acheson Avenue.
- 5.12 The Parks unit administer the land while the Community Support & Partnership Unit (CSP) are currently responsible for the building.

### Zoning

- 5.13 The property is zoned Open Space Community Parks under the Christchurch District Plan.
- 5.14 The zoning allows for formal and informal recreation activities and the current use as a community centre is considered a permitted activity under the zoning.

### Asset – Current Value

- 5.15 The current book value of the building is \$305,000.

### Asset – Current Cost to Council

- 5.16 A detailed condition assessment of the building has been undertaken by Citycare. Annual scheduled maintenance and operating costs are currently estimated at \$6,506.28 excluding depreciation.
- 5.17 These annual costs, together with estimated planned work for the 2022 – 2032 period, are estimated at \$87,203.70. Beyond that, planned work costs increase incrementally over the 50 year cycle to 2071. **Refer Attachment B.**
- 5.18 There is no budget in the 2021-2031 Long Term Plan to address the lack of operating expenditure (including maintenance, capital replacements and renewals) for this building.
- 5.19 The expectation is that any revenue generated by a community organisation will cover agreed operating expenses.

### SCT Background and Proposal

- 5.20 A formal request to purchase the MacFarlane Park Centre from Council was received from SCT on 23 July 2021. A copy of this request together with supporting business case information provided by SCT subsequently is appended as **Attachment C.**
- 5.21 SCT's mission statement is *“responding in Christian love to the local needs holistically by empowering people through a range of community development initiatives in the Shirley community”*.

- 5.22 They have owned and operated the adjacent MacFarlane Park Neighbourhood Centre building since 2000, providing an increasing range of grass roots community based projects, services and activities, many in collaboration with other Christchurch community organisations.
- 5.23 In addition to managing (and maintaining / refurbishing) the MacFarlane Park Centre since 2018 they also own and operate four shops in the Briggs Road shopping complex.
- 5.24 Following receipt and review of the Council's annual and planned work cost estimates for the building (referenced above in paragraphs 5.16 to 5.17) SCT are confident in their ability to fund these works from operating revenues and understand that they will be taking over the building on an as is / where is basis.
- 5.25 SCT's financial information has been reviewed by the CSP's Finance Business Partner who is comfortable with approving this proposal (to gift the building to SCT and to grant them a ground lease over the land) from a financial perspective.
- 5.26 The proposal supports the goals and objectives of the Council's Community Facilities Network Plan in terms of engaging with the community with the aim of building resilience and connectivity within the community.
- 5.27 SCT's extensive provision of services, training and events include a community café, barista training, pop-in Neighbourhood Centre, community garden and basketball, playground and other sports activities in the Park. The Macfarlane Park Centre building specifically offers a range of child, youth and 'not quite so young' educational and fitness programmes. A growing number of external groups operating from the Centre include two Filipino Churches, Tongan homework club, Etu Pasifika Ltd Matua Group, pre-schools, Narcotics Anonymous, Man Up, Restorative Justice and others.
- 5.28 SCT's proposal demonstrates that they, and the MacFarlane Park Centre, are well governed and managed and well supported by the LCIF, Council (Community Board advisors, Parks (as asset owner of reserve), CSP (as asset owner of building) and CSP's Finance Business Partner), the community and external funders.

#### **Asset Transfer**

- 5.29 The Community Facilities Network Plan reflects the Council's preference to have a greater number of facilities community operated, ideally through partnership agreements.
- 5.30 While there is no current LTP funding specifically available to operate the MacFarlane Park Centre it is recognised that SCT are providing an important role in empowering and strengthening the local community and are doing so from a sustainable financial, management and governance perspective.
- 5.31 Technically the transfer of ownership of the building to SCT constitutes a disposal of a Council asset. However this is conditioned somewhat by the fact that Council retains a first right of refusal to re-acquire the building.
- 5.32 The Parks Unit, as asset owner of the land, will effectively become the notional steward for the building albeit with no management, maintenance or financial obligations.
- 5.33 The criteria for 'retaining' the building (and transfer of ownership to SCT) has been satisfied as: there is a clearly identified need; it is supported by a sound and robust business case; it supports Council strategies, and; it has an identified notional asset owner / steward.

#### **Dealing Unilaterally**

- 5.34 Where there is only one logical lessee for a lease (in this case a ground lease) or purchaser of a property (in this case the building) the Council may deal unilaterally with the

lessee/purchaser. This includes facilities linked to not-for-profit organisations and community buildings.

- 5.35 There are a number of matters that need to be considered when contemplating a unilateral dealing. Refer to **Attachment D**.
- 5.36 The granting of a ground lease and gift of the building to SCT is effectively a continuation of community services that have been offered by SCT since 2018 (and since 2000 from the adjacent MacFarlane Park Neighbourhood Centre) and supports the purpose for which the land is used.
- 5.37 The proposal does not depart from the considerations as outlined in Attachment D and officers consider that it would be appropriate for the Community Board to approve the ground lease to SCT and to recommend that Council approve the gift of the building to SCT (conditional on Council having a first option to take the building back if it can find an alternative use).

#### **Lease Details**

- 5.38 It is proposed to grant SCT a ground lease for a term of 35 years including renewals in accordance with the provisions of the Local Government Act. An annual rental will be determined in accordance with the Council's policy for setting rents for community and sports organisations occupying parks and/or reserves.
- 5.39 Provision will be made that Council has first right of refusal if the building is no longer required by SCT.

#### **Community Views and Preferences**

- 5.40 SCT has operated from the MacFarlane Park Building since 2018 offering a wide variety of services and activities to a wide range of local community groups and individuals. The building operates at essentially full capacity and provides a base from which SCT offer a wide range of other community outreach projects.
- 5.41 The views and preferences of the local community were indirectly received when the Council engaged with the community on the Community Facilities Network Plan.
- 5.42 While this specific proposal has not been widely consulted, the local community and groups and individuals seeking further educational and recreational opportunities recognise SCT's valuable contribution to the empowerment and strengthening of the Shirley community since 2000 which, as such, underscores their support for the general intent of the recommended option.
- 5.43 For these reasons, and noting the specific support of the LCIF, staff do not consider that the transfer of building ownership to SCT requires further consultation.
- 5.44 However, the grant of a ground lease to SCT (over land held pursuant to the Reserves Act) will require public notification.
- 5.45 The decision affects the Waipapa Papanui-Innes Community Board area.

## **6. Policy Framework Implications Ngā Hiraunga ā- Kaupapa here**

### **Strategic Alignment Te Rautaki Tīaroaro**

- 6.1 The decision aligns with the Council's vision:
- 6.1.1 The Council adopted the Strengthening Communities Together Strategy 8 April 2022 (to be launched in July 2022) based around 4 pillars: People, Place, Participation and Preparedness. Relevant excerpts include:

- Place: we support and help build connections between communities and their places and spaces to foster a sense of local identity, shared experience and stewardship.
- Objective 2.3 of the implementation plan is to support the community activation and kaitiakitanga of public places and spaces.
- Mahinga Actions – support community-led activation and management of facilities and public spaces through a partnership model eg Community Facilities Network Plan implementation, number of community groups managing local Council facilities.

6.1.2 The Council’s goal for its role in supporting a city-wide network of community facilities is “enabling active, connected and resilient communities to own their own future”.

6.2 This report supports the [Council's Long Term Plan \(2021 - 2031\)](#):

6.2.1 Activity: Community Development and Facilities

- Level of Service: 2.0.7 Support community management and activation of facilities through a Council and Community partnership model. - At least 82% of community facilities are activated / managed in partnership with the community

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

6.3 The decision is consistent with Council’s Plans and Policies, specifically the Council’s Community Outcomes and its Community Facilities Network Plan 2020:

6.3.1 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 capital 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.
- Enabling the celebration of local identity and diversity by providing venues for education, arts, culture, heritage, sport and recreation.

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

6.4 The Senior Advisor Treaty Relationships has confirmed that the decision (to gift the building and grant a ground lease to SCT) 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.

6.5 The granting of a ground lease is a continuation of the current occupation of the land. The gifting of the building does not constitute the sale of a land asset and is further conditioned by virtue of the Council retaining a first right of refusal to reclaim ownership of the building.

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

- 6.6 The gifting of the building and granting of a ground lease will not require additional resources. The continued activation of the building by SCT and the outreach services they provide may reduce the need for travel by community users of the facility and contribute to the further enhancement of services and activities available in the local community.

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

- 6.7 The property is currently compliant for its existing use. Moving forward the incumbent occupier (SCT) will be responsible for ensuring it meets all regulatory resource and building consent requirements and regulations for its continued use.

## **7. Resource Implications Ngā Hīraunga Rauemi**

### **Capex/Opex / Ngā Utu Whakahaere**

- 7.1 Cost to Implement – legal costs in preparation of the Deed of Gift and Deed of Ground Lease, covered in existing operational budgets.
- 7.2 Maintenance/Ongoing costs – no building maintenance costs for the MacFarlane Park Centre building (as these will be transferred to the SCT as new owner) or the MacFarlane Park Neighbourhood Centre (which SCT own). SCT will also be responsible for any costs associated with the ground lease. Existing CSP maintenance, repair and renewal budgets will be used on other community facilities in the portfolio.
- 7.3 Funding Source – current operational budgets for legal and property expenses.

### **Other / He mea anō**

- 7.4 Transfer of an asset with a current book value of \$305,000 is not contemplated in the current Long Term Plan.

## **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 Property policies, as referred to in paragraphs 5.38 above.
- 8.4 This report has not been reviewed and approved by the Legal Services Team.

## **9. Risk Management Implications Ngā Hīraunga Tūraru**

- 9.1 In the event that SCT cease to operate from this neighbourhood or no longer has a need for the building, the Council would have the first option to resume ownership of the building asset. As a function of a request to surrender their ground lease SCT would technically be required to remove the building from the leased site (subject to consultation with the LCIF).
- 9.2 There may be some residual community feedback regarding Council’s decisions to deal unilaterally with SCT.
- 9.3 Conversely, if a Council decision not to gift the building resulted in SCT deciding to quit the building there is potentially some significant reputational risk and community disengagement

for Council given the valuable educational, community and outreach activities and services SCT provide to the local community.

## Attachments / Ngā Tāpirihanga

No.	Title	Page
A 	Deed of Gift CCC & LCIF	
B 	OPEX and Maintenance Costs	
C 	SCT Unsolicited Proposal & Business Case Info	
D 	Factors to Consider when Dealing Unilaterally	

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

Document Name	Location / File Link
Not applicable	Not applicable

## Confirmation of Statutory Compliance / Te Whakatūrutanga 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>	Barry Woodland - Property Consultant Paul McKeefry - Community Facilities Specialist
<b>Approved By</b>	Angus Smith - Manager Property Consultancy Peter Langbein - Finance Business Partner Claire Appleby-Phillips - Principal Community Partnerships & Planning Advisor Andrew Rutledge - Head of Parks Mary Richardson - General Manager Citizens & Community

Dated 9<sup>th</sup> March 2018

DEED OF GIFT

LIONS CLUBS INTERNATIONAL DISTRICT 202E CHARITABLE  
TRUST

and

CHRISTCHURCH CITY COUNCIL

DEED OF GIFT

BETWEEN

- (1) LIONS CLUBS INTERNATIONAL DISTRICT 202E CHARITABLE TRUST (Companies Office Number 2557422) ("Lions")
- (2) CHRISTCHURCH CITY COUNCIL ("Council")

BACKGROUND

- A Lions owns the building shown in the photographs attached in the Schedule to this Deed which is at the date of this Deed situated at McFarlane Park, Christchurch ("the Building")
- B Lions wishes to gift the Building to the Council and the Council wishes to accept that gift.
- C This Deed records the gift of the Building to the Council by Lions.

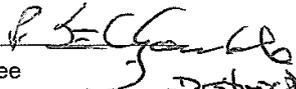
BY THIS DEED the parties agree as follows:

- 1. Lions gifts the Building to the Council, and transfers all of its right and interest in the Building to the Council, effective from the date of the Deed ("Transfer Date") to the intent that the Council shall have full title to the Building from the Transfer Date.
- 2. The Council accepts the gift by Lions of the Building.
- 3. Lions undertakes that as at the Transfer Date, the Building will be free of any charge or encumbrance and clear title will be transferred to the Council.
- 4. The Council acknowledges that it has entered into this Deed and accepts the Building entirely in its own judgement and any descriptions or prior representation about the Building are for reference only.
- 5. Lions gives no warranties either express or implied in relation to the Building.
- 6. This Deed shall be governed by, and construed in accordance with, the laws of New Zealand.
- 7. If any part of this Deed is illegal, unenforceable or invalid, that part is to be treated as removed from this Deed. The rest of this Deed is not affected.

Dated at Christchurch this *9<sup>th</sup>* day of *March* 2018

THE COMMON SEAL of LIONS CLUBS  
INTERNATIONAL DISTRICT 202E  
CHARITABLE TRUST was affixed  
in the presence of:

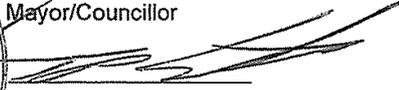
  
Trustee and Past District Governor

  
Trustee District Governor

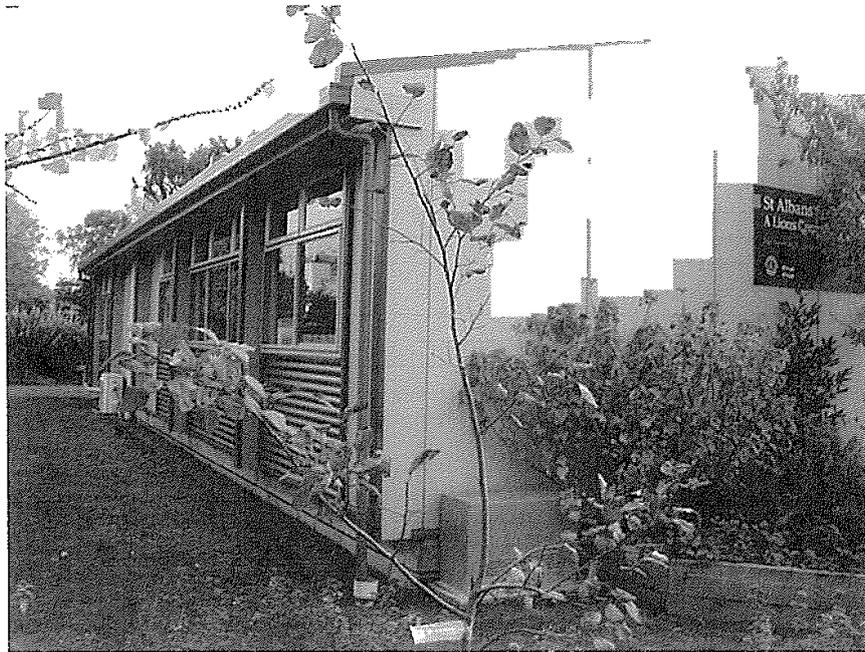
THE COMMON SEAL of CHRISTCHURCH  
CITY COUNCIL was affixed in  
presence of:



  
\_\_\_\_\_  
Mayor/Councillor

  
\_\_\_\_\_  
Councillor

SCHEDULE  
PHOTOS OF THE BUILDING







### MacFarlane Park Centre



#### Annual Scheduled Maintenance, Operating Costs and Estimated Upcoming Planned Work.

To inform the decision-making process regarding the future of the MacFarlane Park Centre.

- This building doesn't appear to have Scheduled Maintenance based on latest Citycare's latest FM price list and therefore the rates have been estimated based on other similar buildings.
- A very comprehensive condition assessment was carried out by City Care and this data has been used to estimate the future works and associated costs.
- Power usage and costs based on assumptions of 150KW/m2 yearly usage as currently paid by tenants.
- All values are Base cost and not inflated.

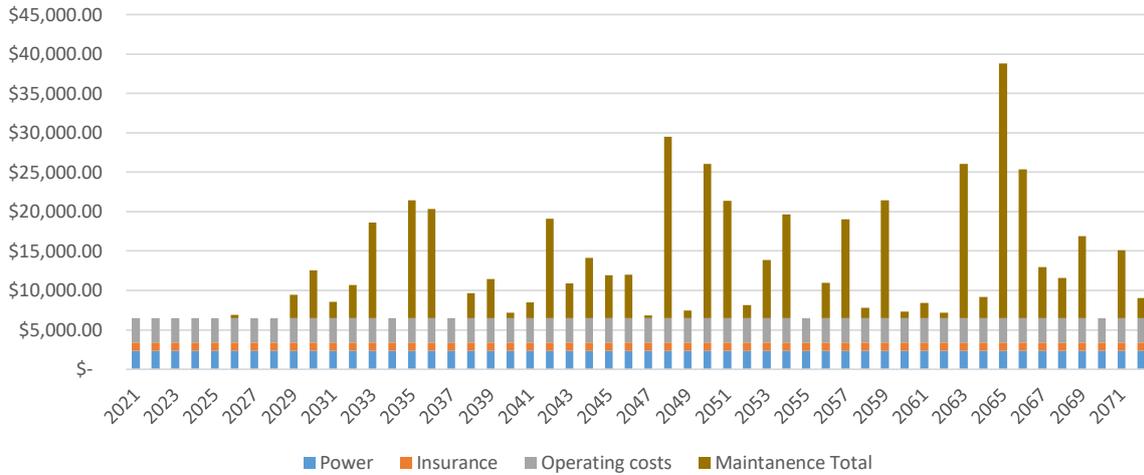
#### Annual Estimated Scheduled Maintenance and OPEX Costs

Scheduled Maintenance	Claim Quantity (FY20-21)	Estimated Rate (FY20-21)	Estimated cost 20-21
Service contract	1	\$ 140.00	\$ 140.00
Gutter Cleaning	1	\$ 291.19	\$ 291.19
Fire Portable Equipment Maintenance	1	\$ 321.26	\$ 321.26
Building Washdown	1	\$ 1,152.27	\$ 1,152.27
Security Patrol	X	X	Currently Excluded
Cleaning – window cleaning	1	\$ 584.54	\$ 584.54
IQP Check/ Certification (Incl. BWOFF)	1	\$ 600.00	\$ 600.00
Grounds – Lawn maintenance	X	X	Currently Excluded
		Total	\$ 3,089.26
Power/Energy	12	\$ 193.38	\$ 2,320.58
Insurance	12	\$ 91.37	\$ 1,096.44
Depreciation	1	\$ 6,636.00	Currently Excluded
		Total	\$ 3,417.02

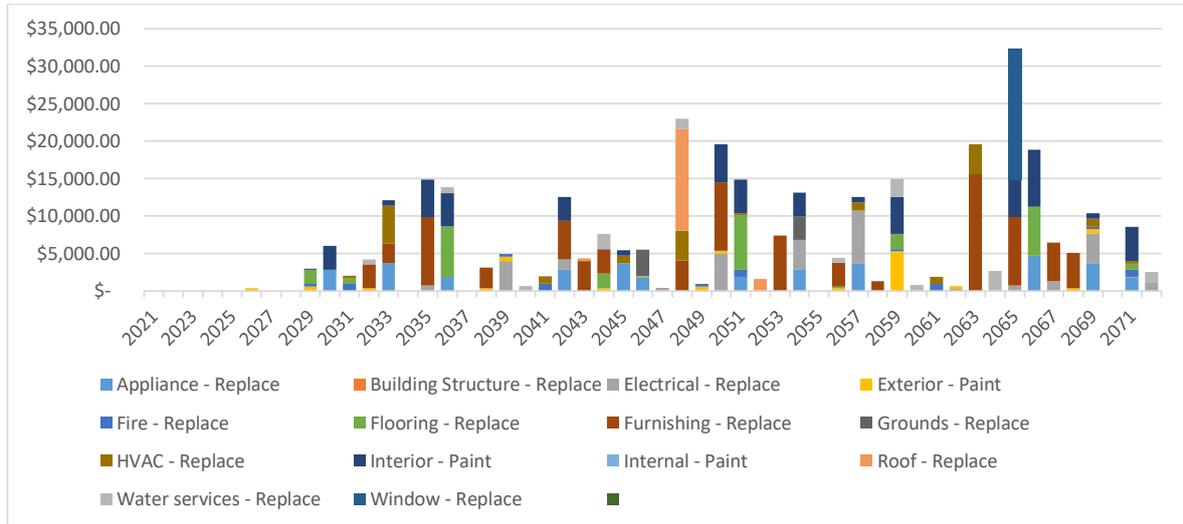
#### Estimated Planned Work for a 50 Year Life Cycle

- Projected work based on Building survey, photos and descriptions captured by Citycare which show the building is generally in good condition.
- The estimated costs are based on Citycare's rates including material, labour and a management fee – consistent with Council's procurement rules. If a change of building ownership occurred, 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 (i.e. painting).
- The scheduling of work could be changed to suit available funds, there is no bundling and blending of like work in this report (i.e. painting)

Combined Costs for MacFarlane Park Centre.



Breakdown for Maintenance Costs.



	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
<b>Power</b>	\$ 2,320.58	\$ 2,320.58	\$ 2,320.58	\$ 2,320.58	\$ 2,320.58	\$ 2,320.58	\$ 2,320.58	\$ 2,320.58	\$ 2,320.58	\$ 2,320.58	\$ 2,320.58
<b>Insurance</b>	\$ 1,096.44	\$ 1,096.44	\$ 1,096.44	\$ 1,096.44	\$ 1,096.44	\$ 1,096.44	\$ 1,096.44	\$ 1,096.44	\$ 1,096.44	\$ 1,096.44	\$ 1,096.44
<b>Operating costs</b>	\$ 3,089.26	\$ 3,089.26	\$ 3,089.26	\$ 3,089.26	\$ 3,089.26	\$ 3,089.26	\$ 3,089.26	\$ 3,089.26	\$ 3,089.26	\$ 3,089.26	\$ 3,089.26
IQP Check/Certification (inc. BWOFF)	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00
Service contract	\$ 291.19	\$ 291.19	\$ 291.19	\$ 291.19	\$ 291.19	\$ 291.19	\$ 291.19	\$ 291.19	\$ 291.19	\$ 291.19	\$ 291.19
Gutter Cleaning	\$ 321.26	\$ 321.26	\$ 321.26	\$ 321.26	\$ 321.26	\$ 321.26	\$ 321.26	\$ 321.26	\$ 321.26	\$ 321.26	\$ 321.26
Fire Portable Equipment	\$ 1,152.27	\$ 1,152.27	\$ 1,152.27	\$ 1,152.27	\$ 1,152.27	\$ 1,152.27	\$ 1,152.27	\$ 1,152.27	\$ 1,152.27	\$ 1,152.27	\$ 1,152.27
Building Washdown	\$ 584.54	\$ 584.54	\$ 584.54	\$ 584.54	\$ 584.54	\$ 584.54	\$ 584.54	\$ 584.54	\$ 584.54	\$ 584.54	\$ 584.54
Cleaning - window clear	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
<b>Maintenance Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400.00	\$ -	\$ -	\$ 2,947.10	\$ 6,051.00	\$ 2,021.00
Appliance - Replace	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,817.00	\$ -
Building Structure - Repl	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Electrical - Replace	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Exterior - Paint	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400.00	\$ -	\$ -	\$ 600.00	\$ -	\$ -
Fire - Replace	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 317.00	\$ -	\$ 951.00
Flooring - Replace	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,917.60	\$ -	\$ 720.00
Furnishing - Replace	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grounds - Replace	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HVAC - Replace	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350.00
Interior - Paint	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 112.50	\$ 3,234.00	\$ -
Internal - Paint	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Roof - Replace	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water services - Replace	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Window - Replace	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	\$ 6,506.28	\$ 6,506.28	\$ 6,506.28	\$ 6,506.28	\$ 6,506.28	\$ 6,906.28	\$ 6,506.28	\$ 6,506.28	\$ 9,453.38	\$ 12,557.28	\$ 8,527.28

FY2026

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Fascia Boards-Paint Finish (Fascia Boards)	15	m2	Exterior - Paint	\$ 375.00
Exterior	External Walls-Paint Finish (external walls)	1	m2	Exterior - Paint	\$ 25.00
				Total	\$ 400.00

FY2029

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Soffits-Paint Finish (Soffits)	12	m2	Exterior - Paint	\$ 600.00
Community Room	Interior Doors-Paint Finish (door)	4.5	m2	Interior - Paint	\$ 112.50
Meeting Room	Floor Finishes-Carpet - Standard	10.2	m2	Flooring - Replace	\$ 958.80
Community Room	Fire Detection & Alarm System-Smoke Detectors - Domestic (power)	1	Count	Fire - Replace	\$ 317.00
Store Room	Floor Finishes-Carpet - Standard	10.2	m2	Flooring - Replace	\$ 958.80
				Total	\$ 2,947.10

FY2030

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Accessway	Wall Finishes-Paint Finish (internal walls)	23	m2	Interior - Paint	\$ 506.00
Kitchen	Waste Disposal-Dishwasher	1	Count	Appliance - Replace	\$ 2,817.00
Meeting Room	Wall Finishes-Paint Finish (internal walls)	27	m2	Interior - Paint	\$ 594.00
Community Room	Wall Finishes-Paint Finish (internal walls)	70	m2	Interior - Paint	\$ 1,540.00
Store Room	Wall Finishes-Paint Finish (internal walls)	27	m2	Interior - Paint	\$ 594.00
				Total	\$ 6,051.00

FY2031

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Accessway	Floor Finishes-Vinyl	10	m2	Flooring - Replace	\$ 600.00
Kitchen	Floor Finishes-Vinyl	2	m2	Flooring - Replace	\$ 120.00
Accessway	Fire Detection & Alarm System-Smoke Detectors - Domestic (battery)	1	Count	Fire - Replace	\$ 317.00
Disabled Toilet	Air Extraction System-Extract Fan (Toilet)	1	Count	HVAC - Replace	\$ 350.00
Meeting Room	Fire Detection & Alarm System-Smoke Detectors - Domestic (battery)	1	Count	Fire - Replace	\$ 317.00
Store Room	Fire Detection & Alarm System-Smoke Detectors - Domestic (battery)	1	Count	Fire - Replace	\$ 317.00
				Total	\$ 2,021.00

FY2032

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Fascia Boards-Paint Finish (Fascia Boards)	15	m2	Exterior - Paint	\$ 375.00
Kitchen	Refrigerator Unit-Refrigerator (Vertical 1x Door)	1	Count	Furnishing - Replace	\$ 3,200.00
Kitchen	Potable water services-Potable Water Boiler (Auto)	1	Count	Water services - Replace	\$ 640.00
				Total	\$ 4,215.00

FY2033

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Kitchen	Stove / Oven / Hob-Oven (Microwave)	1	Count	Appliance - Replace	\$ 469.00
Community Room	DX Type Unit-DX Indoor Unit (High Wall)	1	Count	HVAC - Replace	\$ 4,000.00
Kitchen	Fixtures & Fittings-Blinds / Curtains	1	Count	Furnishing - Replace	\$ 206.00
Kitchen	Fixtures & Fittings-Blinds / Curtains	1	Count	Furnishing - Replace	\$ 206.00
Kitchen	Wall Finishes-Paint Finish (internal walls)	5	m2	Interior - Paint	\$ 110.00
Disabled Toilet	Space Heating Unit-Space Heater (Electric)	1	Count	HVAC - Replace	\$ 350.00
Disabled Toilet	Wall Finishes-Paint Finish (internal walls)	16	m2	Interior - Paint	\$ 352.00
Meeting Room	Space Heating Unit-Space Heater (Electric)	1	Count	HVAC - Replace	\$ 350.00
Toilet unisex	Wall Finishes-Paint Finish (internal walls)	11.8	m2	Interior - Paint	\$ 259.60
Meeting Room	Fixtures & Fittings-Blinds / Curtains	2	Count	Furnishing - Replace	\$ 412.00
Community Room	Fixtures & Fittings-Blinds / Curtains	7	Count	Furnishing - Replace	\$ 1,442.00
Store Room	Refrigerator Unit-Refrigerator (Vertical 1x Door)	1	Count	Appliance - Replace	\$ 3,200.00
Store Room	Space Heating Unit-Space Heater (Electric)	1	Count	HVAC - Replace	\$ 350.00
Store Room	Fixtures & Fittings-Blinds / Curtains	2	Count	Furnishing - Replace	\$ 412.00
				Total	\$ 12,118.60

FY2035

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Internal Stairwell-Stair nosing	60	m	Furnishing - Replace	\$ 2,580.00
Kitchen	Ceiling Finishes-Plaster Board (Ceiling)	2	m2	Interior - Paint	\$ 50.00
Disabled Toilet	Waste Collection-Waste Bins	1	Count	Furnishing - Replace	\$ 30.00
Toilet unisex	Hygiene & Sanitary Services-Soap Dispenser(Manual)	1	Count	Furnishing - Replace	\$ 40.00
Toilet unisex	Ceiling Finishes-Plaster Board (Ceiling)	2.2	m2	Interior - Paint	\$ 116.60
Meeting Room	Interior Doors-Hinged Door inc Hardware (Hollow core)	2	Count	Interior - Paint	\$ 300.00
Meeting Room	Lighting-Light Fitting (LED)	3	Count	Electrical - Replace	\$ 360.00
Meeting Room	Ceiling Finishes-Paint Finish (ceiling)	10.2	m2	Interior - Paint	\$ 255.00
Meeting Room	Ceiling Finishes-Plaster Board (Ceiling)	10.2	m2	Interior - Paint	\$ 255.00
Community Room	Ceiling Finishes-Paint Finish (ceiling)	73	m2	Interior - Paint	\$ 1,825.00
Community Room	Ceiling Finishes-Plaster Board (Ceiling)	73	m2	Interior - Paint	\$ 1,825.00
Community Room	Interior Doors-Hinged Door inc Hardware (Solid core)	1	Count	Interior - Paint	\$ 150.00
Community Room	Fixtures & Fittings-Chair (General)	52	Count	Furnishing - Replace	\$ 6,500.00
Store Room	Lighting-Light Fitting (LED)	3	Count	Electrical - Replace	\$ 360.00
Store Room	Ceiling Finishes-Plaster Board (Ceiling)	10.2	m2	Interior - Paint	\$ 255.00
				Total	\$ 14,901.60

FY2036

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	External Walls-Paint Finish (external walls)	1	m2	Exterior - Paint	\$ 25.00
Toilet unisex	Interior Doors-Paint Finish (door)	4	m2	Interior - Paint	\$ 100.00
Accessway	Interior Doors-Paint Finish (door)	4.5	m2	Interior - Paint	\$ 112.50
Accessway	Ceiling Finishes-Paint Finish (ceiling)	10.2	m2	Interior - Paint	\$ 255.00
Accessway	Ceiling Finishes-Plaster Board (Ceiling)	10.2	m2	Interior - Paint	\$ 255.00
Kitchen	Stove / Oven / Hob-Oven (Domestic)	1	Count	Appliance - Replace	\$ 1,900.00
Disabled Toilet	Interior Doors-Paint Finish (door)	9	m2	Interior - Paint	\$ 225.00
Disabled Toilet	Interior Doors-Hinged Door inc Hardware (Solid core)	1	Count	Interior - Paint	\$ 150.00
Toilet unisex	Interior Doors-Hinged Door inc Hardware (Solid core)	1	Count	Interior - Paint	\$ 150.00
Disabled Toilet	Sanitary Plumbing-Baby Change Table	1	Count	Water services - Replace	\$ 800.00
Disabled Toilet	Ceiling Finishes-Paint Finish (ceiling)	3.4	m2	Interior - Paint	\$ 85.00
Disabled Toilet	Ceiling Finishes-Plaster Board (Ceiling)	3.4	m2	Interior - Paint	\$ 85.00
Disabled Toilet	Floor Finishes-Vinyl	3.4	m2	Flooring - Replace	\$ 204.00
Toilet unisex	Ceiling Finishes-Paint Finish (ceiling)	2.2	m2	Interior - Paint	\$ 55.00
Community Room	Floor Finishes-Carpet - Standard	69	m2	Flooring - Replace	\$ 6,486.00
Store Room	Interior Doors-Paint Finish (door)	8	m2	Interior - Paint	\$ 1,200.00
Store Room	Interior Doors-Paint Finish (door)	8	m2	Interior - Paint	\$ 1,200.00
Store Room	Interior Doors-Hinged Door inc Hardware (Hollow core)	2	Count	Interior - Paint	\$ 300.00
Store Room	Ceiling Finishes-Paint Finish (ceiling)	10.2	m2	Interior - Paint	\$ 255.00
				Total	\$ 13,842.50

FY2038

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Fascia Boards-Paint Finish (Fascia Boards)	15	m2	Exterior - Paint	\$ 375.00
Toilet unisex	Hygiene & Sanitary Services-Toilet Roll Box	1	Count	Furnishing - Replace	\$ 50.00
Meeting Room	Fixtures & Fittings-Chair (General)	6	Count	Furnishing - Replace	\$ 1,500.00
Toilet unisex	Floor Finishes-Vinyl	2.2	m2	Furnishing - Replace	\$ 132.00
Community Room	Fixtures & Fittings-Table	1	Count	Furnishing - Replace	\$ 1,100.00
				Total	\$ 3,157.00

FY2039

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Soffits-Paint Finish (Soffits)	12	m2	Exterior - Paint	\$ 600.00
Exterior	Lighting-Light Fitting (Halogen)	2	Count	Electrical - Replace	\$ 1,000.00
Community Room	Fire Detection & Alarm System-Smoke Detectors - Domestic (power)	1	Count	Fire - Replace	\$ 317.00
Community Room	Lighting-Light Fitting (Halogen)	6	Count	Electrical - Replace	\$ 3,000.00
				Total	\$ 4,917.00

FY2040

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Kitchen	Potable water services-Potable Water Boiler (Auto)	1	Count	Water services - Replace	\$ 640.00
				Total	\$ 640.00

FY2041

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Kitchen	Air Extraction System-Extract (Rangehood Domestic)	1	Count	HVAC - Replace	\$ 950.00
Toilet unisex	Hygiene & Sanitary Services-Towel Dispenser Box (Manual)	1	Count	Furnishing - Replace	\$ 35.00
Accessway	Fire Detection & Alarm System-Smoke Detectors - Domestic (battery)	1	Count	Fire - Replace	\$ 317.00
Disabled Toilet	Hygiene & Sanitary Services-Towel Dispenser Box (Manual)	1	Count	Furnishing - Replace	\$ 35.00
Meeting Room	Fire Detection & Alarm System-Smoke Detectors - Domestic (battery)	1	Count	Fire - Replace	\$ 317.00
Store Room	Fire Detection & Alarm System-Smoke Detectors - Domestic (battery)	1	Count	Fire - Replace	\$ 317.00
				Total	\$ 1,971.00

FY2042

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Lighting-Light Fitting - LED (Exterior)	1	Count	Electrical - Replace	\$ 400.00
Accessway	Wall Finishes-Paint Finish (internal walls)	23	m2	Interior - Paint	\$ 506.00
Kitchen	Lighting-Light Fitting (LED)	2	Count	Electrical - Replace	\$ 240.00
Accessway	Lighting-Light Fitting (LED)	3	Count	Electrical - Replace	\$ 360.00
Kitchen	Waste Disposal-Dishwasher	1	Count	Appliance - Replace	\$ 2,817.00
Disabled Toilet	Fixtures & Fittings-Grabrail	1	Count	Furnishing - Replace	\$ 148.00
Toilet unisex	Lighting-Light Fitting (LED)	1	Count	Electrical - Replace	\$ 120.00
Meeting Room	Wall Finishes-Paint Finish (internal walls)	27	m2	Interior - Paint	\$ 594.00
Community Room	Wall Finishes-Paint Finish (internal walls)	70	m2	Interior - Paint	\$ 1,540.00
Community Room	Ceiling Finishes-Acoustic Panels	36	m2	Furnishing - Replace	\$ 4,968.00
Community Room	Handheld Fire Fighting Eq-Fire Extinguishers - Powder	1	Count	Electrical - Replace	\$ 289.00
Store Room	Wall Finishes-Paint Finish (internal walls)	27	m2	Interior - Paint	\$ 594.00
				Total	\$ 12,576.00

FY2043

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Building Drainage-Downpipes	10	m	Roof - Replace	\$ 400.00
Kitchen	Fixtures & Fittings-Blinds / Curtains	1	Count	Furnishing - Replace	\$ 206.00
Kitchen	Fixtures & Fittings-Blinds / Curtains	1	Count	Furnishing - Replace	\$ 206.00
Disabled Toilet	Hygiene & Sanitary Services-Toilet Roll Box	1	Count	Furnishing - Replace	\$ 50.00
Toilet unisex	Fixtures & Fittings-Mirror	1	Count	Furnishing - Replace	\$ 154.00
Meeting Room	Fixtures & Fittings-Table	1	Count	Furnishing - Replace	\$ 1,100.00
Meeting Room	Fixtures & Fittings-Blinds / Curtains	2	Count	Furnishing - Replace	\$ 412.00
Community Room	Fixtures & Fittings-Blinds / Curtains	7	Count	Furnishing - Replace	\$ 1,442.00
Store Room	Fixtures & Fittings-Blinds / Curtains	2	Count	Furnishing - Replace	\$ 412.00
				Total	\$ 4,382.00

FY2044

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Fascia Boards-Paint Finish (Fascia Boards)	15	m2	Exterior - Paint	\$ 375.00
Kitchen	Refrigerator Unit-Refrigerator (Vertical 1x Door)	1	Count	Furnishing - Replace	\$ 3,200.00
Community Room	Interior Doors-Paint Finish (door)	4.5	m2	Interior - Paint	\$ 112.50
Kitchen	Sanitary Plumbing-Tap inc Mixer	1	Count	Water services - Replace	\$ 673.00
Toilet unisex	Sanitary Plumbing-Tap inc Mixer	1	Count	Water services - Replace	\$ 673.00
Disabled Toilet	Sanitary Plumbing-Tap inc Mixer	1	Count	Water services - Replace	\$ 673.00
Meeting Room	Floor Finishes-Carpet - Standard	10.2	m2	Flooring - Replace	\$ 958.80
Store Room	Floor Finishes-Carpet - Standard	10.2	m2	Flooring - Replace	\$ 958.80
				Total	\$ 7,624.10

FY2045

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Kitchen	Stove / Oven / Hob-Oven (Microwave)	1	Count	Appliance - Replace	\$ 469.00
Kitchen	Wall Finishes-Paint Finish (internal walls)	5	m2	Interior - Paint	\$ 110.00
Disabled Toilet	Space Heating Unit-Space Heater (Electric)	1	Count	HVAC - Replace	\$ 350.00
Disabled Toilet	Wall Finishes-Paint Finish (internal walls)	16	m2	Interior - Paint	\$ 352.00
Meeting Room	Space Heating Unit-Space Heater (Electric)	1	Count	HVAC - Replace	\$ 350.00
Toilet unisex	Wall Finishes-Paint Finish (internal walls)	11.8	m2	Interior - Paint	\$ 259.60
Store Room	Refrigerator Unit-Refrigerator (Vertical 1x Door)	1	Count	Appliance - Replace	\$ 3,200.00
Store Room	Space Heating Unit-Space Heater (Electric)	1	Count	HVAC - Replace	\$ 350.00
				Total	\$ 5,440.60

FY2046

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	External Walls-Paint Finish (external walls)	1	m2	Exterior - Paint	\$ 25.00
Exterior	Lighting-Light Fitting (Fluorescent )	1	Count	Electrical - Replace	\$ 198.00
Exterior	Structure-Decking (Timber )	35	m2	Grounds - Replace	\$ 3,570.00
Accessway	Domestic Hot Water Services (Non Gas)-Hot Water Cylinder	1	Count	Appliance - Replace	\$ 1,714.00
				Total	\$ 5,507.00

FY2048

Exterior	External Stairwell-Handrail	24	m	Furnishing - Replace	\$ 4,080.00
Exterior	Roof-Corrugated Iron	180	m2	Roof - Replace	\$ 13,500.00
Community Room	DX Type Unit-DX Indoor Unit (High Wall)	1	Count	HVAC - Replace	\$ 4,000.00
Kitchen	Potable water services-Potable Water Boiler (Auto)	1	Count	Water services - Replace	\$ 640.00
Disabled Toilet	Sanitary Plumbing-Baby Change Table	1	Count	Water services - Replace	\$ 800.00
				Total	\$ 23,020.00

FY2050

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Internal Stairwell-Stair nosing	60	m	Furnishing - Replace	\$ 2,580.00
Exterior	Fascia Boards-Paint Finish (Fascia Boards)	15	m2	Exterior - Paint	\$ 375.00
Kitchen	Ceiling Finishes-Plaster Board (Ceiling)	2	m2	Interior - Paint	\$ 50.00
Toilet unisex	Hygiene & Sanitary Services-Soap Dispenser(Manual)	1	Count	Furnishing - Replace	\$ 40.00
Toilet unisex	LV Distribution Services-Light Switches & Powerpoints	1	Count	Electrical - Replace	\$ 331.00
Toilet unisex	Ceiling Finishes-Plaster Board (Ceiling)	2.2	m2	Interior - Paint	\$ 116.60
Meeting Room	Interior Doors-Hinged Door inc Hardware (Hollow core)	2	Count	Interior - Paint	\$ 300.00
Meeting Room	Lighting-Light Fitting (LED)	3	Count	Electrical - Replace	\$ 360.00
Meeting Room	Ceiling Finishes-Paint Finish (ceiling)	10.2	m2	Interior - Paint	\$ 255.00
Meeting Room	Ceiling Finishes-Plaster Board (Ceiling)	10.2	m2	Interior - Paint	\$ 255.00
Community Room	Ceiling Finishes-Paint Finish (ceiling)	73	m2	Interior - Paint	\$ 1,825.00
Community Room	Ceiling Finishes-Plaster Board (Ceiling)	73	m2	Interior - Paint	\$ 1,825.00
Community Room	LV Distribution Services-Light Switches & Powerpoints	12	Count	Electrical - Replace	\$ 3,972.00
Community Room	Interior Doors-Hinged Door inc Hardware (Solid core)	1	Count	Interior - Paint	\$ 150.00
Community Room	Fixtures & Fittings-Chair (General)	52	Count	Furnishing - Replace	\$ 6,500.00
Store Room	Lighting-Light Fitting (LED)	3	Count	Electrical - Replace	\$ 360.00
Store Room	Ceiling Finishes-Plaster Board (Ceiling)	10.2	m2	Interior - Paint	\$ 255.00
				Total	\$ 19,549.60

FY2051

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Accessway	Floor Finishes-Vinyl	10	m2	Flooring - Replace	\$ 600.00
Kitchen	Floor Finishes-Vinyl	2	m2	Flooring - Replace	\$ 120.00
Toilet unisex	Interior Doors-Paint Finish (door)	4	m2	Interior - Paint	\$ 100.00
Accessway	Interior Doors-Paint Finish (door)	4.5	m2	Interior - Paint	\$ 112.50
Accessway	Fire Detection & Alarm System-Smoke Detectors - Domestic (battery)	1	Count	Fire - Replace	\$ 317.00
Accessway	Ceiling Finishes-Paint Finish (ceiling)	10.2	m2	Interior - Paint	\$ 255.00
Accessway	Ceiling Finishes-Plaster Board (Ceiling)	10.2	m2	Interior - Paint	\$ 255.00
Kitchen	Stove / Oven / Hob-Oven (Domestic)	1	Count	Appliance - Replace	\$ 1,900.00
Disabled Toilet	Interior Doors-Paint Finish (door)	9	m2	Interior - Paint	\$ 225.00
Disabled Toilet	Interior Doors-Hinged Door inc Hardware (Solid core)	1	Count	Interior - Paint	\$ 150.00
Disabled Toilet	Air Extraction System-Extract Fan (Toilet)	1	Count	HVAC - Replace	\$ 350.00
Toilet unisex	Interior Doors-Hinged Door inc Hardware (Solid core)	1	Count	Interior - Paint	\$ 150.00
Disabled Toilet	Ceiling Finishes-Paint Finish (ceiling)	3.4	m2	Interior - Paint	\$ 85.00
Disabled Toilet	Ceiling Finishes-Plaster Board (Ceiling)	3.4	m2	Interior - Paint	\$ 85.00
Toilet unisex	Ceiling Finishes-Paint Finish (ceiling)	2.2	m2	Interior - Paint	\$ 55.00
Meeting Room	Fire Detection & Alarm System-Smoke Detectors - Domestic (battery)	1	Count	Fire - Replace	\$ 317.00
Community Room	Floor Finishes-Carpet - Standard	69	m2	Flooring - Replace	\$ 6,486.00
Store Room	Interior Doors-Paint Finish (door)	8	m2	Interior - Paint	\$ 1,200.00
Store Room	Interior Doors-Paint Finish (door)	8	m2	Interior - Paint	\$ 1,200.00
Store Room	Interior Doors-Hinged Door inc Hardware (Hollow core)	2	Count	Interior - Paint	\$ 300.00
Store Room	Fire Detection & Alarm System-Smoke Detectors - Domestic (battery)	1	Count	Fire - Replace	\$ 317.00
Store Room	Ceiling Finishes-Paint Finish (ceiling)	10.2	m2	Interior - Paint	\$ 255.00
				Total	\$ 14,834.50

FY2053

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Kitchen	Fixtures & Fittings-Blinds / Curtains	1	Count	Furnishing - Replace	\$ 206.00
Kitchen	Fixtures & Fittings-Blinds / Curtains	1	Count	Furnishing - Replace	\$ 206.00
Meeting Room	Fixtures & Fittings-Chair (General)	6	Count	Furnishing - Replace	\$ 1,500.00
Meeting Room	Fixtures & Fittings-Blinds / Curtains	2	Count	Furnishing - Replace	\$ 412.00
Community Room	Fixtures & Fittings-Blinds / Curtains	7	Count	Furnishing - Replace	\$ 1,442.00
Store Room	Fixtures & Fittings-Blinds / Curtains	2	Count	Furnishing - Replace	\$ 412.00
Community Room	Fixtures & Fittings-Benchtop	4	m	Furnishing - Replace	\$ 3,200.00
				Total	\$ 7,378.00

FY2054

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Structure-Shed ( Garden / Tool Shed )	1	Count	Grounds - Replace	\$ 3,094.00
Exterior	Lighting-Light Fitting (Halogen)	2	Count	Electrical - Replace	\$ 1,000.00
Accessway	Wall Finishes-Paint Finish (internal walls)	23	m2	Interior - Paint	\$ 506.00
Kitchen	Waste Disposal-Dishwasher	1	Count	Appliance - Replace	\$ 2,817.00
Meeting Room	Wall Finishes-Paint Finish (internal walls)	27	m2	Interior - Paint	\$ 594.00
Community Room	Wall Finishes-Paint Finish (internal walls)	70	m2	Interior - Paint	\$ 1,540.00
Store Room	Wall Finishes-Paint Finish (internal walls)	27	m2	Interior - Paint	\$ 594.00
Community Room	Lighting-Light Fitting (Halogen)	6	Count	Electrical - Replace	\$ 3,000.00
				Total	\$ 13,145.00

FY2057

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Lighting-Light Fitting - LED (Exterior)	1	Count	Electrical - Replace	\$ 400.00
Kitchen	Stove / Oven / Hob-Oven (Microwave)	1	Count	Appliance - Replace	\$ 469.00
Accessway	LV Distribution Services-Light Switches & Powerpoints	3	Count	Electrical - Replace	\$ 993.00
Kitchen	LV Distribution Services-Light Switches & Powerpoints	4	Count	Electrical - Replace	\$ 1,324.00
Kitchen	Lighting-Light Fitting (LED)	2	Count	Electrical - Replace	\$ 240.00
Accessway	Lighting-Light Fitting (LED)	3	Count	Electrical - Replace	\$ 360.00
Kitchen	Wall Finishes-Paint Finish (internal walls)	5	m2	Interior - Paint	\$ 110.00
Disabled Toilet	Space Heating Unit-Space Heater (Electric)	1	Count	HVAC - Replace	\$ 350.00
Disabled Toilet	LV Distribution Services-Light Switches & Powerpoints	1	Count	Electrical - Replace	\$ 331.00
Disabled Toilet	Wall Finishes-Paint Finish (internal walls)	16	m2	Interior - Paint	\$ 352.00
Toilet unisex	Lighting-Light Fitting (LED)	1	Count	Electrical - Replace	\$ 120.00
Meeting Room	LV Distribution Services-Light Switches & Powerpoints	5	Count	Electrical - Replace	\$ 1,655.00
Meeting Room	Space Heating Unit-Space Heater (Electric)	1	Count	HVAC - Replace	\$ 350.00
Toilet unisex	Wall Finishes-Paint Finish (internal walls)	11.8	m2	Interior - Paint	\$ 259.60
Store Room	Refrigerator Unit-Refrigerator (Vertical 1x Door)	1	Count	Appliance - Replace	\$ 3,200.00
Store Room	LV Distribution Services-Light Switches & Powerpoints	5	Count	Electrical - Replace	\$ 1,655.00
Store Room	Space Heating Unit-Space Heater (Electric)	1	Count	HVAC - Replace	\$ 350.00
				Total	\$ 12,518.60

FY2059

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Fascia Boards-Timber	35	m	Exterior - Paint	\$ 875.00
Exterior	Soffits-Paint Finish (Soffits)	12	m2	Exterior - Paint	\$ 600.00
Exterior	Soffits-Compressed Fibre	12	m2	Exterior - Paint	\$ 768.00
Exterior	External Walls-Metal cladding	16	m2	Exterior - Paint	\$ 400.00
Exterior	External Walls-Compressed Fibre	106	m2	Exterior - Paint	\$ 2,650.00
Community Room	Interior Doors-Paint Finish (door)	4.5	m2	Interior - Paint	\$ 112.50
Toilet unisex	Hygiene & Sanitary Services-Towel Dispenser Box (Manual)	1	Count	Furnishing - Replace	\$ 35.00
Disabled Toilet	Hygiene & Sanitary Services-Towel Dispenser Box (Manual)	1	Count	Furnishing - Replace	\$ 35.00
Disabled Toilet	Waste Collection-Waste Bins	1	Count	Furnishing - Replace	\$ 30.00
Disabled Toilet	Sanitary Plumbing-Handbasin / Vanity	1	Count	Water services - Replace	\$ 846.00
Disabled Toilet	Sanitary Plumbing-Toilet Bowl & Cistern	1	Count	Water services - Replace	\$ 350.00
Toilet unisex	Sanitary Plumbing-Handbasin / Vanity	1	Count	Water services - Replace	\$ 846.00
Toilet unisex	Sanitary Plumbing-Toilet Bowl & Cistern	1	Count	Water services - Replace	\$ 350.00
Meeting Room	Floor Finishes-Carpet - Standard	10.2	m2	Flooring - Replace	\$ 958.80
Community Room	Interior Doors-Sliding Door inc Hardware	1	Count	Interior - Paint	\$ 1,698.00
Community Room	Wall Finishes-Plaster Board (Wall)	70	m2	Interior - Paint	\$ 3,010.00
Community Room	Wall Finishes-Softboard / Pinex Tiles / Lining	2.5	m2	Interior - Paint	\$ 117.50
Community Room	Fire Detection & Alarm System-Smoke Detectors - Domestic (power)	1	Count	Fire - Replace	\$ 317.00
Store Room	Floor Finishes-Carpet - Standard	10.2	m2	Flooring - Replace	\$ 958.80
				Total	\$ 14,957.60

FY2063

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Community Room	DX Type Unit-DX Indoor Unit (High Wall)	1	Count	HVAC - Replace	\$ 4,000.00
Kitchen	Fixtures & Fittings-Blinds / Curtains	1	Count	Furnishing - Replace	\$ 206.00
Kitchen	Fixtures & Fittings-Blinds / Curtains	1	Count	Furnishing - Replace	\$ 206.00
Disabled Toilet	Hygiene & Sanitary Services-Toilet Roll Box	1	Count	Furnishing - Replace	\$ 50.00
Kitchen	Fixtures & Fittings-Joinery - Built in	8	m	Furnishing - Replace	\$ 8,400.00
Kitchen	Fixtures & Fittings-Benchtop	4	m	Furnishing - Replace	\$ 3,200.00
Toilet unisex	Fixtures & Fittings-Mirror	1	Count	Furnishing - Replace	\$ 154.00
Meeting Room	Fixtures & Fittings-Table	1	Count	Furnishing - Replace	\$ 1,100.00
Meeting Room	Fixtures & Fittings-Blinds / Curtains	2	Count	Furnishing - Replace	\$ 412.00
Community Room	Fixtures & Fittings-Blinds / Curtains	7	Count	Furnishing - Replace	\$ 1,442.00
Store Room	Fixtures & Fittings-Blinds / Curtains	2	Count	Furnishing - Replace	\$ 412.00
				Total	\$ 19,582.00

FY2065

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Internal Stairwell-Stair nosing	60	m	Furnishing - Replace	\$ 2,580.00
Kitchen	Ceiling Finishes-Plaster Board (Ceiling)	2	m2	Interior - Paint	\$ 50.00
Accessway	External Windows-Single Glazed	3	m2	Window - Replace	\$ 1,596.00
Toilet unisex	Hygiene & Sanitary Services-Soap Dispenser(Manual)	1	Count	Furnishing - Replace	\$ 40.00
Toilet unisex	Interior Windows-Sliding Window in Hardware	0.6	m2	Window - Replace	\$ 369.00
Toilet unisex	Ceiling Finishes-Plaster Board (Ceiling)	2.2	m2	Interior - Paint	\$ 116.60
Meeting Room	Interior Doors-Hinged Door inc Hardware (Hollow core)	2	Count	Interior - Paint	\$ 300.00
Meeting Room	External Windows-Single Glazed	5	m2	Window - Replace	\$ 2,660.00
Meeting Room	Lighting-Light Fitting (LED)	3	Count	Electrical - Replace	\$ 360.00
Meeting Room	Ceiling Finishes-Paint Finish (ceiling)	10.2	m2	Interior - Paint	\$ 255.00
Meeting Room	Ceiling Finishes-Plaster Board (Ceiling)	10.2	m2	Interior - Paint	\$ 255.00
Community Room	Interior Windows-Sliding Window in Hardware	16.5	m2	Window - Replace	\$ 10,147.50
Community Room	Ceiling Finishes-Paint Finish (ceiling)	73	m2	Interior - Paint	\$ 1,825.00
Community Room	Ceiling Finishes-Plaster Board (Ceiling)	73	m2	Interior - Paint	\$ 1,825.00
Community Room	Interior Doors-Hinged Door inc Hardware (Solid core)	1	Count	Interior - Paint	\$ 150.00
Store Room	External Windows-Single Glazed	5	m2	Window - Replace	\$ 2,660.00
Community Room	Fixtures & Fittings-Chair (General)	52	Count	Furnishing - Replace	\$ 6,500.00
Store Room	Lighting-Light Fitting (LED)	3	Count	Electrical - Replace	\$ 360.00
Store Room	Ceiling Finishes-Plaster Board (Ceiling)	10.2	m2	Interior - Paint	\$ 255.00
				Total	\$ 32,304.10

FY2066

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	External Walls-Paint Finish (external walls)	1	m2	Exterior - Paint	\$ 25.00
Toilet unisex	Interior Doors-Paint Finish (door)	4	m2	Interior - Paint	\$ 100.00
Accessway	Wall Finishes-Paint Finish (internal walls)	23	m2	Interior - Paint	\$ 506.00
Accessway	Interior Doors-Paint Finish (door)	4.5	m2	Interior - Paint	\$ 112.50
Accessway	Ceiling Finishes-Paint Finish (ceiling)	10.2	m2	Interior - Paint	\$ 255.00
Accessway	Ceiling Finishes-Plaster Board (Ceiling)	10.2	m2	Interior - Paint	\$ 255.00
Kitchen	Waste Disposal-Dishwasher	1	Count	Appliance - Replace	\$ 2,817.00
Kitchen	Stove / Oven / Hob-Oven (Domestic)	1	Count	Appliance - Replace	\$ 1,900.00
Disabled Toilet	Interior Doors-Paint Finish (door)	9	m2	Interior - Paint	\$ 225.00
Disabled Toilet	Interior Doors-Hinged Door inc Hardware (Solid core)	1	Count	Interior - Paint	\$ 150.00
Toilet unisex	Interior Doors-Hinged Door inc Hardware (Solid core)	1	Count	Interior - Paint	\$ 150.00
Disabled Toilet	Ceiling Finishes-Paint Finish (ceiling)	3.4	m2	Interior - Paint	\$ 85.00
Disabled Toilet	Ceiling Finishes-Plaster Board (Ceiling)	3.4	m2	Interior - Paint	\$ 85.00
Toilet unisex	Ceiling Finishes-Paint Finish (ceiling)	2.2	m2	Interior - Paint	\$ 55.00
Meeting Room	Wall Finishes-Paint Finish (internal walls)	27	m2	Interior - Paint	\$ 594.00
Community Room	Wall Finishes-Paint Finish (internal walls)	70	m2	Interior - Paint	\$ 1,540.00
Community Room	Floor Finishes-Carpet - Standard	69	m2	Flooring - Replace	\$ 6,486.00
Store Room	Interior Doors-Paint Finish (door)	8	m2	Interior - Paint	\$ 1,200.00
Store Room	Interior Doors-Paint Finish (door)	8	m2	Interior - Paint	\$ 1,200.00
Store Room	Interior Doors-Hinged Door inc Hardware (Hollow core)	2	Count	Interior - Paint	\$ 300.00
Store Room	Wall Finishes-Paint Finish (internal walls)	27	m2	Interior - Paint	\$ 594.00
Store Room	Ceiling Finishes-Paint Finish (ceiling)	10.2	m2	Interior - Paint	\$ 255.00
				Total	\$ 18,889.50

FY2067

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Accessway	LV Distribution Services-Main Fusebox	1	Count	Electrical - Replace	\$ 1,038.00
Kitchen	Handheld Fire Fighting Eq-Fire Extinguishers - Powder	1	Count	Electrical - Replace	\$ 289.00
Disabled Toilet	Fixtures & Fittings-Grabrail	1	Count	Furnishing - Replace	\$ 148.00
Community Room	Ceiling Finishes-Acoustic Panels	36	m2	Furnishing - Replace	\$ 4,968.00
				Total	\$ 6,443.00

FY2068

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Fascia Boards-Paint Finish (Fascia Boards)	15	m2	Exterior - Paint	\$ 375.00
Kitchen	Refrigerator Unit-Refrigerator (Vertical 1x Door)	1	Count	Furnishing - Replace	\$ 3,200.00
Meeting Room	Fixtures & Fittings-Chair (General)	6	Count	Furnishing - Replace	\$ 1,500.00
				Total	\$ 5,075.00

FY2069

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Soffits-Paint Finish (Soffits)	12	m2	Exterior - Paint	\$ 600.00
Exterior	Lighting-Light Fitting (Halogen)	2	Count	Electrical - Replace	\$ 1,000.00
Kitchen	Stove / Oven / Hob-Oven (Microwave)	1	Count	Appliance - Replace	\$ 469.00
Kitchen	Wall Finishes-Paint Finish (internal walls)	5	m2	Interior - Paint	\$ 110.00
Disabled Toilet	Space Heating Unit-Space Heater (Electric)	1	Count	HVAC - Replace	\$ 350.00
Disabled Toilet	Wall Finishes-Paint Finish (internal walls)	16	m2	Interior - Paint	\$ 352.00
Meeting Room	Space Heating Unit-Space Heater (Electric)	1	Count	HVAC - Replace	\$ 350.00
Toilet unisex	Wall Finishes-Paint Finish (internal walls)	11.8	m2	Interior - Paint	\$ 259.60
Community Room	Fire Detection & Alarm System-Smoke Detectors - Domestic (power)	1	Count	Fire - Replace	\$ 317.00
Store Room	Refrigerator Unit-Refrigerator (Vertical 1x Door)	1	Count	Appliance - Replace	\$ 3,200.00
Store Room	Space Heating Unit-Space Heater (Electric)	1	Count	HVAC - Replace	\$ 350.00
Community Room	Lighting-Light Fitting (Halogen)	6	Count	Electrical - Replace	\$ 3,000.00
				Total	\$ 10,357.60

FY2071

Space	Item	Quantity	Unit of Measure	Category	Estimated Cost
Exterior	Lighting-Light Fitting (Fluorescent )	1	Count	Electrical - Replace	\$ 198.00
Accessway	Floor Finishes-Vinyl	10	m2	Flooring - Replace	\$ 600.00
Kitchen	Floor Finishes-Vinyl	2	m2	Flooring - Replace	\$ 120.00
Accessway	Domestic Hot Water Services ( Non Gas)-Hot Water Cylinder	1	Count	Appliance - Replace	\$ 1,714.00
Accessway	Wall Finishes-Plaster Board (Wall)	23	m2	Interior - Paint	\$ 989.00
Accessway	Wall Finishes-Softboard / Pinex Tiles / Lining	2.5	m2	Interior - Paint	\$ 117.50
Accessway	Fire Detection & Alarm System-Smoke Detectors - Domestic (battery)	1	Count	Fire - Replace	\$ 317.00
Disabled Toilet	Air Extraction System-Extract Fan (Toilet)	1	Count	HVAC - Replace	\$ 350.00
Disabled Toilet	Waste Collection-Waste Bins	1	Count	Furnishing - Replace	\$ 30.00
Disabled Toilet	Wall Finishes-Plaster Board (Wall)	16	m2	Interior - Paint	\$ 688.00
Toilet unisex	Wall Finishes-Plaster Board (Wall)	11.8	m2	Interior - Paint	\$ 507.40
Meeting Room	Wall Finishes-Plaster Board (Wall)	27	m2	Interior - Paint	\$ 1,161.00
Meeting Room	Fire Detection & Alarm System-Smoke Detectors - Domestic (battery)	1	Count	Fire - Replace	\$ 317.00
Store Room	Wall Finishes-Plaster Board (Wall)	27	m2	Interior - Paint	\$ 1,161.00
Store Room	Fire Detection & Alarm System-Smoke Detectors - Domestic (battery)	1	Count	Fire - Replace	\$ 317.00
				Total	\$ 8,586.90

## ATTACHMENT C

### Shirley Community Trust: Business Case Information (Reviewed by CSGP Finance Business Partner)

#### Email Received from SCT 21/12/2021

Good afternoon Barry

Here is the information you requested regarding the SCT and the Community Centres

#### Some key points

The SCT has a strong track record managing buildings:

#### MacFarlane Neighbourhood Centre

- SCT took over ownership of the previous derelict Plunket rooms to establish the MacFarlane Neighbourhood Centre
- We have repainted externally and internally (regularly), re-strengthened after the earthquakes, refurbished and maintained it for 20 years

#### Briggs Rd Shopping complex

- SCT owns and manages 4 shops in this shopping complex

#### MacFarlane Park Centre

- This is the 'Lions' relocated community centre positioned on the Park
- SCT has already repainted it externally, refurbished the interior and added a projector and sound proofing

#### I have also attached

1. Annual Audited accounts 2021
2. Annual report 2021
3. Community Centre usage
4. Calendar of activities

#### Photos

1. Original Plunket rooms
2. MacFarlane Park Neighbourhood Centre created
3. Macfarlane Park Centre arrival
4. Official opening
5. Briggs Rd 4 shops/office owned by SCT

I hope this information assists with your submission

We appreciate all that you are doing to help us to secure this MacFarlane Park Centre

*Graeme*

#### Graeme Mitchell

Chairman

'Empowering people.... Changing lives'



*"Responding in Christian love to local needs holistically  
by empowering people through a range of community development initiatives  
in the Shirley community."*

Further Email from SCT 02/03/2022

Barry

I can confirm that the summary stated below is a true and fair reflection of our operations for the Macfarlane Park Centre and the SCT overall reserves set aside for LTM

Regards

*Graeme*

**Graeme Mitchell**  
Chairman

'Empowering people.... Changing lives'



**From:** Woodland, Barry <[Barry.Woodland@ccc.govt.nz](mailto:Barry.Woodland@ccc.govt.nz)>  
**Sent:** Tuesday, 1 March 2022 3:26 p.m.  
**To:** Graeme Mitchell <[Graeme@archervillage.org.nz](mailto:Graeme@archervillage.org.nz)>  
**Subject:** MacFarlane Park Centre

Hi Graeme

Just a quick email to thank you and your colleagues for catching up with Paul and I last Friday – much appreciated.

As I mentioned we are just undertaking an internal financial review of the ownership proposal and in that regard I'm hoping you may be able to assist with the following query.

You mentioned the following background information for the MacFarlane Park Centre (MPC) at our meeting:

- **Utility:** c200 hr / month; 25% Trust and 75% Community; 43hrs / week; 6hrs / day. Excludes private functions (birthdays parties etc). Turning people / groups away.
- **Finance:** Generate \$2,000 - \$2,500 / month; \$20,000 - \$25,000 pa. Overheads c \$5,000. Profit - c\$15,000 - \$20,000.
- **Annual Scheduled Maintenance:** CCC estimate \$3,500pa; Trust doing this for c\$1,000pa with 5
- **Planned Maintenance:** SCT potentially looking to cover this at \$1,000 pa.
- **Cash Reserves:** SCT have \$40,000 cash reserves for long term maintenance.

This is valuable information as it is specific to the MPC in contrast to the other information you kindly provided to me in your email on 21 December which is more broadly SCT focused.

To embellish that information, and to inform our financial review and subsequent reporting to the Community Board / Council, it would be useful if you could perhaps summarise the above MPC information on SCT letterhead. No problem if that is not possible though. Many thanks Graeme.

## Shirley Community Trust - Background

### History

Shirley Community Trust (SCT) was established in 1999 as the community arm of St Stephen's Anglican Church and grew out of the 'Friday Night Meal' that was being run by the church for community. The Trust has a grass-roots community development approach to all its initiatives and events and is proud to work alongside local people to enable a real community spirit to prevail in the Shirley area.

### Location

SCT operates the majority of its projects and programmes from its two centres located on Acheson Avenue, Shirley, Christchurch. The MacFarlane Park Centre (MPC) at 19A Acheson Ave, and the MacFarlane Park Neighbourhood Centre (MPNC) at 17 Acheson Ave, are located next to the KidsFirst Kindergarten and border the expansive MacFarlane Park.

### Projects

SCT now runs over 25 projects, most being weekly, some fortnightly, monthly or quarterly, and a few annually. We utilise the park as much as possible for: outdoor events, festivals, in summer weekly Social Touch Rugby and in winter Social Basketball on the park basketball court.

The diversity of projects reflect the diversity of the Shirley community. Projects target different age groups, culture, interests and needs.

### Community Engagement

The projects offer community engagement, life and vocational skills training programmes that are coordinated by SCT staff and often facilitated by local volunteers with a particular interest and knowledge they offer to these groups. Some projects have run for many years, like the 'MacFarlanes on the Park' café, while others are 'organic' forming for a season, then closing down, and new projects evolving.

SCT has been careful to allow the community to take ownership of community-requested projects, so projects only start/finish based on community interest and demand for the projects.

### Who We Work With

#### North-West Collective

Comprised of nine Christchurch community organisations that provide services and programmes to their communities.

Belfast Community Network; Bishopdale Community Trust; Community Focus Trust; Neighbourhood Trust; Northgate Community Services Trust; Papanui Baptist Freedom Trust; Papanui Youth Development Trust; Shirley Community Trust; Te Ora Hou Ōtautahi

We are committed to working together to better coordinate services, resource our respective communities and to support each other.

#### Kia Kori Wautaha

A collaboration between Canterbury sporting organisations and the Northwest Collective focused on bringing play to the children of North-West Christchurch; addressing the issue of the lack of physical activity among young people and the gap in opportunities to engage in non-formal sport.

Led by participation activators, this initiative delivers play opportunities in schools, holiday programmes, at events and various community groups programmes, specifically targeting those that typically miss out on these opportunities, whether that be from family circumstances, financial barriers or awareness of how to be active. The programme includes a range of activities such as modified/structured games, relays, free play and activities such as tug-of-war and swing ball.

The goal is to provide something fun for everyone. Connections with a variety of sporting bodies can also support these children to engage with sporting clubs and organisations in their local area should they express a desire to.

**Refer website - [shirleycommunitytrust.org.nz](http://shirleycommunitytrust.org.nz)**

### Community Centre Usage - Services, Programmes and Initiatives

All of Shirley Community Trust's services, programmes and initiatives focus heavily on making meaningful connections, offering support wherever needed and possible, and encouraging/empowering our community to increasingly make their own connections and offer support to each other as they are able.

Our initiatives provide opportunity for people to come together in safe, supportive, inclusive spaces - whether this is the bustling community cafe, the quieter outside space of the growing community garden, the pop-in Neighbourhood Centre where anybody can stop by, chat, have a \$1 hot drink, etc, the Park Centre - where our children and youth programmes run....as well as our wonderful Nurse-led Foot Clinic and Knit & Knatter group, catering for the 'not quite so young', or the outside space of MacFarlane Park's fields, Basketball court & playground - for Social Sports and active play opportunities, bringing youth, children & their whanau together.

Situating the Park Centre in MacFarlane Park, under the management of SCT, has meant we have been able to grow the number, size and variety of initiatives we can offer. Not only have we been able to do this, but we have been able to hire out the centre to both local and not quite so local groups for their use, resulting in vibrant, diverse use of this space, advantaging not only our community but other communities as well. Eg. Ethnically - we have two small Filipino Churches that meet weekly in our centre, a weekly Tongan homework club, Etu Pasifika Ltd Matua Group will meet weekly in 2022, and there have also been (and will continue to be) many one off gatherings of various other ethnicities, including Maori pre-schools, etc.

Other groups that serve an important role in our society and community meet at the Park Centre: Narcotics Anonymous, Man Up, Restorative Justice, etc.

Healthwise - the Park Centre hosts weekly fitness classes, and next year perhaps Kelly Sports Mini's - for 0-5 yr olds.

Over the last Financial Year (1 July 2020 - 30 June 2021) the Park Centre earned revenue of \$16,000 and totalled expenses of \$5,000. (During this time there were no lockdowns and no major maintenance work was done) \$10,000 profit should be attainable annually given steady bookings and steady maintenance. Hireage prices may need to increase slightly, perhaps at the start of our next financial year.

Into the future we will continue to run and expand our own programmes that run from this building, as well as encourage steady, regular bookings from outside groups - especially those that benefit our community in some way.

Our strategic intent:

- A diverse range of community groups use the centre.
- Increased services, training, initiatives and community events are available in the Shirley area.
- Increased opportunity for connection, education, upskilling, and celebration of a positive and inclusive community.

For a reasonable representation of our monthly bookings and hours of use please refer to the November 2021 calendar below.

MON 1 Nov	TUE 2	WED 3	THU 4	FRI 5	SAT 6	SUN 7
<ul style="list-style-type: none"> <li>Marlborough Anniver</li> <li>9.30am Shirley Spa</li> <li>12pm Community L</li> </ul>	<ul style="list-style-type: none"> <li>9am Late Bloomers</li> <li>1pm ShirleyAnglica</li> <li>2.30pm The Shirley</li> <li>7pm Man Up - MPN</li> </ul>	<ul style="list-style-type: none"> <li>10am Knit And Knat</li> <li>2.30pm Kidzone</li> <li>7pm Man Up</li> <li>8.30pm Narcotics A</li> </ul>	<ul style="list-style-type: none"> <li>6pm Tongan Homev</li> </ul>	<ul style="list-style-type: none"> <li>Day Fawkes Night</li> <li>9.30am Soul2Sole</li> </ul>	<ul style="list-style-type: none"> <li>8.30am The Balanc</li> </ul>	<ul style="list-style-type: none"> <li>10am FBCFI</li> <li>2.30pm Jeremy</li> </ul>
8	9	10	11	12	13	14
<ul style="list-style-type: none"> <li>9.30am Shirley Spa</li> </ul>	<ul style="list-style-type: none"> <li>10am Foot Clinic</li> <li>2.30pm The Shirley</li> <li>5.45pm SitHappens</li> <li>7pm Man Up - MPN</li> </ul>	<ul style="list-style-type: none"> <li>11.30am Restorativ</li> <li>2.30pm Kidzone</li> <li>7pm Man Up</li> <li>8.30pm Narcotics A</li> </ul>	<ul style="list-style-type: none"> <li>6pm Tongan Homev</li> </ul>	<ul style="list-style-type: none"> <li>Canterbury Annivers</li> </ul>	<ul style="list-style-type: none"> <li>12pm Zoe - 7-yr Bd</li> </ul>	<ul style="list-style-type: none"> <li>10am FBCFI</li> <li>2.30pm Jeremy</li> </ul>
15	16	17	18	19	20	21
<ul style="list-style-type: none"> <li>9.30am Shirley Spa</li> </ul>	<ul style="list-style-type: none"> <li>2.30pm The Shirley</li> <li>5.45pm SitHappens</li> <li>7pm Man Up - MPN</li> </ul>	<ul style="list-style-type: none"> <li>10am Knit And Knat</li> <li>2.30pm Kidzone</li> <li>7pm Man Up</li> <li>8.30pm Narcotics A</li> </ul>	<ul style="list-style-type: none"> <li>6pm Tongan Homev</li> </ul>	<ul style="list-style-type: none"> <li>9.15am Soul2Sole -</li> <li>10.30am Soul2Sole</li> <li>6pm Tongan Homev</li> </ul>		<ul style="list-style-type: none"> <li>10am FBCFI</li> <li>2.30pm Jeremy</li> </ul>
22	23	24	25	26	27	28
<ul style="list-style-type: none"> <li>9.30am Shirley Spa</li> </ul>	<ul style="list-style-type: none"> <li>10am restorative jur</li> <li>2.30pm The Shirley</li> <li>5.45pm SitHappens</li> <li>7pm Man Up - MPN</li> </ul>	<ul style="list-style-type: none"> <li>2.30pm Kidzone</li> <li>7pm Man Up</li> <li>8.30pm Narcotics A</li> </ul>	<ul style="list-style-type: none"> <li>10am SCT AGM</li> <li>6pm Tongan Homev</li> </ul>	<ul style="list-style-type: none"> <li>9.15am Soul2Sole -</li> <li>10.30am Soul2Sole</li> <li>7pm FNF</li> </ul>	<ul style="list-style-type: none"> <li>Shays - Fundraising</li> </ul>	<ul style="list-style-type: none"> <li>10am FBCFI</li> <li>2.30pm Jeremy</li> </ul>
29	30	1 Dec	2	3	4	5
<ul style="list-style-type: none"> <li>Chatham Islands Ann</li> <li>Westland Anniversar</li> <li>9.30am Shirley Spa</li> </ul>	<ul style="list-style-type: none"> <li>10am Foot Clinic</li> <li>2.30pm The Shirley</li> <li>5.45pm SitHappens</li> <li>7pm Man Up - MPN</li> </ul>	<ul style="list-style-type: none"> <li>10am Knit And Knat</li> <li>2.30pm Kidzone</li> <li>7pm Man Up</li> <li>8.30pm Narcotics A</li> </ul>	<ul style="list-style-type: none"> <li>9.30am SVP - Famil</li> <li>12pm Christmas Lu</li> <li>6pm Tongan Homev</li> </ul>	<ul style="list-style-type: none"> <li>9.15am Soul2Sole -</li> <li>10.30am Soul2Sole</li> </ul>		<ul style="list-style-type: none"> <li>10am FBCFI</li> <li>1.30pm Jeremy</li> </ul>



MacFarlane Park Centre (MPC)



MPC Community Outreach



MacFarlane Park Neighbourhood Centre (MPNC)



Briggs Road Shops



## Annual Report: July 2020- June 2021 T

Maori greeting

What a year to reflect on!

Firstly, on 1 July 2020, the Trust lost Ian Dunbar, our community worker of over 10 ten years. Ian was an icon in the community and is much missed. Thanks to the community and CCC there is a now a memorial to Ian outside the Neighbourhood Centre. Picture of tree

In February this year, Colin Renouf joined the team as our Community Development Worker. Previously a pastor and more recently a caretaker, Colin brings many skills to this role, both practical and pastoral. He is often seen at the community garden or attending to maintenance at the centres, usually working alongside others on these projects.

Then at the end of June 2021, Jodi moved to Auckland to take up a role as Children and Family worker at Church Northwest. Jodi started with the Trust as a volunteer, then became our Whanau Ora worker overseeing Kidzone and the Holiday Programme, running craft sessions at Shirley Primary School and so much more! Thankfully, she still continues to support us with the newsletter and other publications such as the Mystery Box Cook cookbook and this report!  
Pictures of Colin and Jodi.

The Trust was privileged to have an Ara student, Shakyra spend her placement hours with us since January. Shakyra was an asset to every programme she was involved with her common sense and her ability to get on with everyone. After completing her course, she stayed involved with the Trust, volunteering her time to a number of activities. She plans to study social work in the future.

Over the year, we were fortunate to have support from Kia Kori Waitaha, whose vision is to provide tamariki, rangatahi and their whanau with opportunities to engage in play and active recreation in the spaces and ways that are meaningful to them.

Although there were no lockdowns in this last financial year, Covid 19 continues to bring change and uncertainty to our world. However, it has also been a year where we have seen greater care and compassion within our community. It has still been challenging for many but people have looked out for each other more and really appreciated their community.

Here is a snap shot of our year, through the lens of our strategic plan.

### Our Vision

All people in Shirley Thrive and become all they can be

**1. Hauora: to boost physical, emotional, spiritual and social wellbeing in Shirley so that together people and their families thrive.**

- To build confidence and pride in people so that they can contribute to the growth for the Shirley community.
- To increase the ability of our community to live harmoniously alongside each other.
- To build awareness of spiritual wellbeing for whanau wellbeing.
- Inspire Shirley youth to hope, dream and believe in a positive future.
- To increase people's confidence to access and maintain warm, safe, affordable housing.

**Community wellbeing** is at the heart of all the Trust does. All the programmes are about the people and building relationships, so a lot of them involve meeting, listening, talking and food!

The Neighbourhood Centre is our **Community Hub**. The place buzzes on Mondays and Wednesdays as people come to learn barista skills, pick up their Fruit and Vege bags (Wednesdays), find a book from the Book Nook or just sit and chat to others. The \$1 barista drinks are a win for both the trainees and the community. The **Book Nook** was started by a local who wanted to bring her love of books to the community through providing a place where books were available to be taken and read or dropped off for others to read. Community Hub Poster & Book Nook One

Each week a group of volunteers get together to pack **Fruit and Vege** bags. These wonderful volunteers recently received a Volunteering Canterbury Award for their contribution to the community. Ian Dunbar was involved with the fruit and veges each week and enjoyed knowing Shirley benefitted from these packs. Community purchase of these bags also supports a social enterprise which provides free fruit to Mairehau High School. Picture of fruit and vege bag?

This last year, the Trust has been able to gift a few **Kai Boxes** each week to families who are new to the area or to ones for whom life is challenging. This is in conjunction with Community Focus Trust who pack and deliver these boxes of non-perishable produce and fruit and veges to us each week. Added to this, at times we receive excess food from DELTA and spare lunches from both Nourish Oraka and Mairehau High School which we are able to pass onto to community who appreciate these treats.

The **Foot Clinic** run by our community nurse continues to provide a valuable service to the elderly. Not only is it a place where nails are cut, it is also a place where many laughs are had and good discussions happen. Clinics are held every three weeks and with over 100 on the list, the clinics are always busy spaces. Picture?

The **Knit and Knatter** ladies continue to meet, enjoy each others company, knatter and knit! Not only do they knit when they are together, but they all knit at home too, some for up to 3 hours per night. All this knitting (1349 articles this year) goes to the hospital, kindys, Women's shelter, the Night Shelter, Dog Watch and wherever there is need. They are often rung when a place runs out of knitting as the group are known for both the quality of their knitting and reliability of delivery! Picture of knitting

New this last year is **Shirley Sparkling Stars**, music and movement for pre-schoolers and their whanau. Held on Monday mornings at the Park Centre, this is an

increasingly popular space place for pre-schoolers to enjoy music, play and craft (organised and run by a local mother). It is also a great place to meet other parents/caregivers. Picture of kids/ craft

The monthly '**Friday Night Fun**' evenings, a mixture of team games and quizzes, followed by supper are always fun as teams vie for the Friday Night Fun trophy. Picture of FNF trophy and action one.

Each holidays there is an activity for families around food with the annual **Mystery Box Cook-Off** each July. The April holidays "Lunch to Go" saw the kids make pizza at the Park Centre which they then enjoyed at the community garden. This was followed by games run by Kia Kori Waitaha, then the creation of bird feeders – pinecones filled with peanut butter then rolled in bird seed – a fun time for all, especially the birds 😊. Picture of bird feeder.

Picture from Mystery Box Cook off plus cover of the Cook Book

A new holiday activity was **Shirley Family Fun**, a chance to join with activities run by Kia Kori Waitaha or have a go with the sports equipment they provided. A fun afternoon for the kids but also a valuable space for parents to connect as they watched from the side.

The termly clothing exchange, '**Macfarlane Treasures**' always sees many happy people – those who have been able to donate clothes and those who found new treasures! While browsing there are \$2 barista- made hot drinks available so it is a popular event. Picture

The **Community Garden** has a whole new look now. New beds have been established and a group now regularly meet there on Thursday afternoon to enjoy gardening together. There is a gardening library and now more seating so that it is a lovely space where people can learn new skills, sit and relax and meet others. Pictures

As well as our community garden some residents are keen to have help to start their own **home vege** gardens. A number have already been created and planted and others have requested this opportunity.

The weekly after-school **Kidzone** programme for primary school students continues to be well attended, with good support from youth who help run activities and organise afternoon tea. This last term, Kia Kori Waitaha came each week and provided activities and games – great to see the kids participating and enjoying being outside in the park. Picture or Poster



Aimee, our youth worker runs '**The Shirley Scene**', a free after-school group for those years 7-10 along with great support from local youth. She also regularly connects with Shirley Intermediate School and mentors a number of local girls. And she is the guru behind most of our face book posts! Picture – think some of the scene in google drive 😊

The **Kidzone Summer Holiday Programme** saw primary aged children enjoy art, craft, sport, bus trips away, along with other opportunities and experiences. Highlights were the team games, going to Willowbank and Flip Out. The Shirley Intermediate Pool was always enjoyed especially on hot afternoons. As well as the adult supervisors, a number of youth took on leadership roles, looking out for the younger children and helping with games and activities. Not only is this a great time for the children but the parents enjoy connecting and chatting with each other as they drop off or pick up their whanau.



**Social Touch** ran Monday nights terms 1 and 4, with Sunday Scrimmage (basketball) in the winter terms. Touch was popular with all ages. As people arrived, the field was widened and then widened again until another game was started! An average of 45- 50 were there most nights and there was always good support from the side line!  
Social Touch Poster

The annual **Neighbourhood BBQ** held in early February was a great way to start the year, with the chance for families to learn all that was happening in their community, enjoy dinner together and connect with others. Other opportunities to connect over food happened at the garden BBQs, thank you lunch, Christmas lunch and Community Lunches. There were guest speakers at the Christmas and community lunches. The lunch on Covid and the vaccine was particularly well attended.

Our newsletter, **Sunshine in Shirley** (delivered to 1800 homes) is now monthly, instead of termly. Full of information about what is happening and stories of locals, it has encouraged a number of locals to come along to programmes or events they have read about in it. Cover of newsletter



**Bus Trip to Hanmer** – Always a fun day out! Always a full bus!

Our local Walter Park is the perfect place for the CCC's walk '**Going on a Bear Hunt**'. Over 300 trekked through the swamps, mud and swishy grass looking for the bear. SCT volunteers were at the stations along the way and Colin was the bear! Alongside, Kia Kori Waitaha offered games and sport at the park, encouraging many families to stay longer and enjoy the time there.

Other annual events include the **Light Party**. Held again at Emmett Street Community Church, it is a wonderful collaboration between two churches and our community. The community has never seen so many pirates!

**SHINE** (Shirley Neighbourhood Event) had to be cancelled in 2020 as the ground was too wet after days of rain. The market stall holders were all ready, so we decide to hold a SHINE mini-market outside the Neighbourhood Centre the following Saturday. It was such a good event the decision was then made to hold a SHINE Fun Day in March with the free rides and entertainment and mini- market again in November. The March SHINE was a great success too and the weather was fine! Picture of SHINE/ Mini market poster

**The Shirley Village project** came from the principle that 'it takes a village to raise a child'. There are a number of great organisations working in Shirley who each play a valuable role, and through collaboration are now more effective.

The project started with the publication of a community directory in 2018, and now has lawnmowers / weed-eaters for hire, firewood support, murals in the park, and continues to work on projects that help make Shirley a better place to live such as learner's driver's licence and employment support and The Listening Post.

The Listening Post runs Monday afternoons at the community garden. It is a space where you can stop and enjoy a hot drink and have a chat about life in general.

Not only is Shirley the first suburb to receive a 'Graffiti Clean Certificate' from the council, it also received a 'Keeping Christchurch Beautiful' Award this last year. Thanks to all the residents who help make Shirley a better place to live with mowed lawns, new gardens, murals and no graffiti.

Let's keep Shirley graffiti free poster & Mural poster

Shirley had a Pop Up Penguin at 10 Shirley Road for a number of months. Painted by local artist Vanessa Heaver, it was an inspiring image of parenting and community. Picture of penguin

Supporting Sisters is another great community initiative. There is now a range of feminine sanitary products available at the Neighbourhood Centre, thanks to a group of women who were keen to ensure the wahine/ women and girls of Shirley had access to the products they needed.

Logo

## 2. To strengthen the economic security of people in Shirley.

- To increase the confidence of the Shirley community to participate in the paid workforce.

The **Barista Training** programme is continuing to thrive and there is always a waiting list! Jamie efficiently and patiently runs the Monday and Wednesday training days. These sessions see a great diversity of both ages (15-70) and cultures (over 20 ethnicities represented). For many of the trainees the confidence a new skill brings is the key but for others it is a stepping stone before finding work or starting a course. Trainees, as they gain experience and confidence, help at the Café on a Friday. Many, also appreciative of the skills they are learning, help offer to volunteer at other initiatives. 'I found this course helpful and fun. It has helped me further my skills and I am now more confident in myself.'

**MacFarlanes on the Park Cafe**, our community café (open Friday mornings school term) is a good place to meet others and enjoy great food and coffee. Tables are now more strategically placed to help with social distancing so it is valuable to have the outside area now available for tables. Although the old play equipment is now gone there is still a big bucket of toys and lots of books for any children there.



The café is now becoming a real community hub with many organisations choosing to connect there too.

Ten percent of the café takings are given away on a termly basis to support local initiatives, last year going towards the holiday activities we ran.

**3. To sustain our organisation so we can serve our community well.**

- There is a sufficient, skilled and committed team of staff and volunteers to support the amount of work undertaken by the Trust.
- Ensure our Neighbourhood and Park Centres are used by community to meet community's needs and the Trust's goals.
- To attract and generate sufficient ongoing resources to reliably sustain the organisation.

SCT is part of the North West Collective, **NWC**, nine community organisations in the North West. As well as being a valuable support for the organisation managers, the group also ran a day-long conference 'Hapori 2021' for community organisations which was well attended.

The **Park Centre** and the **Neighbourhood Centre** pictures of buildings

The Park Centre is a diverse and multi-cultural space, used not only by our groups but also by many others.

Tribute must go to the **staff**, an inspiring group of individuals who each contribute so much to our community but who also work so well as a team, supporting and encouraging each other and filling gaps as needed

Staff photo??

So too, the **Board** who diligently work behind the scenes for the good of the Trust and the community.

**Our community, our people**

*He aha te mea nui o te ao.  
What is the most important thing in the world?  
He tangata, he tangata, he tangata.  
It is the people, it is the people, it is the people*

We could not do what we do without our wonderful community, generous people, proud of where they live and willing to contribute in so many ways to the work of the Trust. Also, the many other great organisations and agencies, schools, etc ... who add so much to our Shirley community.

However, the Trust could not do what it does without the valuable contribution from the **funders** and **supporters** who give so generously to our work. THANK YOU!





Add in Catalytic Logo (in google drive)



SHIRLEY COMMUNITY TRUST

PERFORMANCE REPORT

FOR YEAR ENDED 30<sup>TH</sup> JUNE 2021

## SHIRLEY COMMUNITY TRUST ENTITY INFORMATION

**Legal Name of Entity:** Shirley Community Trust (SCT)

### **Type of Entity and Legal Basis**

Incorporated as a Charitable Trust 6 March 1999.

A Registered Charity with the Charities Commission from 27/6/2008.

### **Registration Numbers**

Charitable Trust Registration Number: 954265.

Charity Registration Number: CC26710.

### **SCT Purpose and Mission**

Originating from St Stephen's Anglican Church, Shirley, Christchurch the Shirley Community Trust (SCT)

Mission Statement is:

*"Responding in Christian love to local needs holistically by empowering people through a range of community initiatives in the Shirley community".*

### **SCT Structure**

#### **Trust Structure**

Our Trust Deed (1999) states we must have between 3 and 8 Trustees. We currently have 6 Trustees that constitute our Governance Board. The Trustees meet bi-monthly, with the Trust Manager in attendance, to receive monthly accounts, staff reports, consider any operational issues raised by staff, review and assess compliance and regulatory responsibilities, consider and progress strategic projects, and discuss any other matters relevant to its mission. Full minutes of meetings are recorded.

#### **Operational Structure**

The Trust Manager and Finance Manager oversee the Trust operations. The Trust employs 7 staff. Staff meet fortnightly to coordinate the projects that run in the local community and one-off events run throughout the year. The Trust has strong community support with 194 volunteers assisting with the programmes-projects during the year.

### **Main Sources of SCT's Cash and Resources**

Income is derived predominately from grants. The Trust is striving to diversify its income generation with increasing income being generated annually from its own small social businesses, rentals from shops and community centres, and general donations.

### **SCT Reliance on Volunteers and Donated Goods and Services**

The volunteers assist with many of the SCT programmes and events. From youth programmes, community consultation meetings, community meals, community café, to large community events. Over 20,000 volunteer hours were donated to the Shirley community this year.

### **Our Shirley Community – Some Context**

#### **The Region**

The area bordered by Hills, Shirley, Quinns and Briggs Roads, encompassing MacFarlane Park adjacent to Emmett St, includes a high density state housing area.



## SHIRLEY COMMUNITY TRUST

### Statement of Service Performance

1 July 2020 – 30 June 2021

#### Description of the SCT Outcomes

##### What we are seeking to achieve in our community

Based on serving this community and people, the Trust continues to develop its vision and strategic goals. These are:

**1. Hauora: To boost physical, emotional, spiritual and social wellbeing in Shirley so that together people and their families thrive**

- To build confidence and pride in people so that they can contribute to the growth of Shirley community
- To increase the ability of our community to live harmoniously alongside each other
- To build awareness of the importance of spiritual wellbeing for whanau wellbeing.
- Inspire Shirley youth to hope, dream and believe in a positive future
- To increase people's confidence to access medical and other mental and physical health related support when they need it.
- To increase people's confidence to access and maintain warm, safe, affordable housing.

**2. To strengthen the economic security of people in Shirley**

- To increase the confidence of the Shirley community to participate in the paid workforce.

**3. To sustain our organisation so we can serve our community well**

- There is a sufficient, skilled and committed team of staff and volunteers to support the amount of work undertaken by SCT.
- Ensure our Neighbourhood and Community Centre are used by community to meet community's needs and the Trust's goals.
- To attract and generate sufficient ongoing resources to reliably sustain the Trust.



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**SHIRLEY COMMUNITY TRUST**  
**Statement of Service Performance**  
1 July 2020 – 30 June 2021

**Description of the SCT Outputs**

What we have achieved in the Shirley Community this year

<b>Strategic Goal 1: Hauora</b>						
To boost physical, emotional, spiritual and social wellbeing in Shirley so that together people and their families thrive						
<b>1a. Community Well-being</b>	<b>This Year: Contacts</b>	<b>Last Year: Contacts</b>	<b>This Year: TOTAL Volunteers</b>	<b>Last Year: TOTAL Volunteers</b>	<b>This Year: TOTAL Vol. Hours</b>	<b>Last Year: TOTAL Vol. Hours</b>
Knit and Knatter, Sparkling Stars, Foot Clinic, Fruit and Vege Co-op, Bread Co-op, Community Care, Community Forum, Community Hub, Friday Night Fun	6,616	4,288	82	81	14,424	10,519
<b>1b. Youth Well-being</b>						
The Scene, Kidzone, Summer Holiday Programme, youth mentoring, supporting youth leadership efforts, supporting CCC events, organising community based youth activities, and informal and formal activities at schools.	2,896	1,399	48	39	1,220	963
<b>1c. Community Connectedness</b>						
Community Lunches, Neighbourhood Events, Clothing Exchange, Light Party, SHINE, Family Bus Trips, Community Garden, Touch Rugby, Shirley Village Project.	4,008	2,011	211	159	1,953	1,054
'Sunshine in Shirley' (newsletter distributed throughout area)	20,350	8,250	17	12	154	60

<b>Strategic Goal 2: Developing economic security</b>						
To strengthen the economic security of people in Shirley						
<b>2. Economic and Training Projects</b>	<b>This Year: Contacts</b>	<b>Last Year: Contacts</b>	<b>This Year: TOTAL Volunteers</b>	<b>Last Year: TOTAL Volunteers</b>	<b>This Year: TOTAL Vol. Hours</b>	<b>Last Year: TOTAL Vol. Hours</b>
Barista training, Community Café	2,774	1,991	36	44	1,938	1,398

<b>Strategic Goal 3: Sustaining the Organisation Infrastructure</b>						
To sustain our organisation so we can serve our community well.						
<b>3. Organisational Sustainability</b>	<b>This Year: Contacts</b>	<b>Last Year: Contacts</b>	<b>This Year: TOTAL Volunteers</b>	<b>Last Year: TOTAL Volunteers</b>	<b>This Year: TOTAL Vol. Hours</b>	<b>Last Year: TOTAL Vol. Hours</b>
SCT Board/ Staff volunteer time, Community support - IT, maintenance, volunteer management	-	-	22	34	979	1,351

<b>SUMMARY</b>	<b>This Year: Contacts</b>	<b>Last Year: Contacts</b>	<b>This Year: TOTAL Volunteers*</b>	<b>Last Year: TOTAL Volunteers</b>	<b>This Year: TOTAL Vol. Hours</b>	<b>Last Year: TOTAL Vol. Hours</b>
<b>TOTALS FOR ANNUAL GOALS/ COMMUNITY ACHIEVEMENTS</b>	<b>36,644</b>	<b>17,939</b>	<b>416</b>	<b>369</b>	<b>20,668</b>	<b>15,345</b>

* SCT records show there are 416 volunteers this year (which includes SVP volunteers) . Many volunteers donate their time to more than one project/event. Overall 194 individuals have volunteered their time to SCT initiatives.
*SVP records show 59 individual volunteers, 34 of whom are also SCT volunteers.

Please read this Statement in conjunction with the notes to the accounts and the auditor's report



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**SHIRLEY COMMUNITY TRUST**  
**Statement of Financial Performance**  
1 July 2020 – 30 June 2021

	2021	2020
<b><u>INCOME</u></b>		
<b>Grants</b>		
Christchurch City Council	\$50,850.03	\$123,014.51
Rata Foundation	\$67,957.42	\$45,801.85
NZ Lotteries Grants Board	\$129,836.40	\$94,332.88
Dept of Internal Affairs COGS	\$7,795.23	\$7,404.77
Maurice Carter Charitable Trust	\$0.00	\$2,500.00
Christchurch Methodist Mission	\$0.00	\$344.35
United Way	\$3,142.86	\$1,714.27
Rotary	\$6,251.06	\$338.01
Sundry Grants	\$543.24	\$0.00
Dove Trust	\$0.00	\$10,000.00
Working Together More	\$7,600.00	\$0.00
<b>Total Grants</b>	<b>\$273,976.24</b>	<b>\$285,450.64</b>
Donations	\$3,541.10	\$4,433.70
Hagley Education Contract	\$1,831.32	\$1,113.78
Interest Received	\$2,129.62	\$4,542.24
Programme Sales	\$54,124.62	\$39,686.52
Rental property income	\$52,130.49	\$40,743.39
MSD Covid19 Wage Subsidy	\$0.00	\$35,059.20
Shirley Village Project Income	\$2,957.73	\$548.50
<b>Total Income</b>	<b>\$390,691.12</b>	<b>\$411,577.97</b>
<b><u>EXPENSES</u></b>		
<b>Programme Costs</b>		
Bus Trips	\$928.70	\$2,678.26
Café Costs	\$3,648.17	\$3,951.86
Community Development Salaries	\$132,741.92	\$129,029.67
Employee Travel & Phone	\$2,119.95	\$1,871.72
Holiday Programme	\$5,686.29	\$5,588.81
Other Programmes	\$14,749.59	\$25,813.27
Shine Events	\$5,268.21	\$1,470.65
Sunshine Publication	\$1,807.68	\$2,418.70
Vege Co-op	\$20,396.29	\$18,677.81
Volunteer Expenses	\$5,284.23	\$4,915.92
Insurance	\$6,240.83	\$6,325.83
Depreciation Expense	\$8,917.81	\$8,705.43
MPNC Costs	\$1,208.08	\$2,567.35
Power	\$1,901.31	\$1,602.73
Shirley Village	\$79,635.23	\$45,467.28
<b>Total Programme Costs</b>	<b>\$290,534.29</b>	<b>\$261,085.29</b>

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**SHIRLEY COMMUNITY TRUST**  
**Statement of Financial Performance**  
1 July 2020 – 30 June 2021

	2021	2020
<b>Administration</b>		
ACC	\$1,557.30	\$1,663.58
Administration Costs	\$7,285.05	\$14,975.79
Audit and Accountancy	\$9,588.85	\$7,795.00
KiwiSaver Contribution	\$4,999.81	\$4,954.48
Rent	\$15,171.76	\$12,591.36
Salaries	\$40,598.70	\$41,015.00
Rental property expenses	\$5,855.92	\$10,900.59
<b>Total Administration Costs</b>	<b>\$85,057.39</b>	<b>\$93,895.80</b>
<b>Total Expenses</b>	<b>\$375,591.68</b>	<b>\$354,981.09</b>
<b>Net Surplus/Deficit</b>	<b>\$15,099.44</b>	<b>\$56,596.88</b>

*Please read this Statement in conjunction with the notes to the accounts and the auditor's report*

  
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**SHIRLEY COMMUNITY TRUST**  
**Statement of Financial Position**  
**As at 30 June 2021**

	2021	2020
<b>ASSETS</b>		
<b>Current Assets</b>		
Consolidated bank accounts	\$131,932.26	\$105,772.66
Short term investments	\$119,425.25	\$116,521.48
Accounts Receivable	\$1,519.29	\$2,147.82
GST Refund	\$3,284.60	\$4,642.28
<b>Total Current Assets</b>	<b>\$256,161.40</b>	<b>\$229,084.24</b>
<b>Fixed Assets</b>		
MPNC Building	\$18,969.10	\$14,910.93
Briggs Road Shops	\$267,077.44	\$275,892.08
Computers and Equipment	\$15,739.95	\$17,901.29
<b>Total Fixed Assets</b>	<b>\$301,786.49</b>	<b>\$308,704.30</b>
<b>Total Assets</b>	<b>\$557,947.89</b>	<b>\$537,788.54</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
Accounts Payable	\$8,967.76	\$7,027.78
Holiday Pay Liability	\$11,806.67	\$10,995.56
Prepaid Grants	\$102,551.64	\$100,277.88
SVP Unspent Income	\$0.00	\$1,028.49
Accruals	\$5,861.73	\$4,798.18
<b>Total Liabilities</b>	<b>\$129,187.80</b>	<b>\$124,127.89</b>
<b>Equity</b>		
Opening Balance	\$413,660.65	\$357,063.77
Plus Net Surplus/Deficit	\$15,099.44	\$56,596.88
<b>Closing Balance</b>	<b>\$428,760.09</b>	<b>\$413,660.65</b>
<b>Total Equity</b>	<b>\$428,760.09</b>	<b>\$413,660.65</b>
<b>Total Liabilities &amp; Equity</b>	<b>\$557,947.89</b>	<b>\$537,788.54</b>

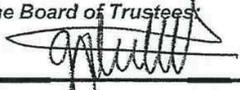
Please read this Statement in conjunction with the notes to the accounts and the auditor's report

**SHIRLEY COMMUNITY TRUST**  
**Statement of Cash Flows**  
For the Year Ended 30 June 2021

	<u>2021 \$</u>	<u>2020 \$</u>
<b>Cashflows from Operating Activities</b>		
Cash was received from:		
Grants	277,250.00	238,800.00
Interest	3,249.63	4,838.08
Donations	3,873.10	4,433.70
Community Education Contracts	1,831.32	1,113.78
MSD Covid-19 Wage Subsidy	0.00	35,059.20
Programme Income	54,523.04	43,008.02
Rental Property Income	52,130.49	40,743.39
<b>Total cash received from operating activities</b>	<u><b>392,857.58</b></u>	<u><b>367,996.17</b></u>
Cash was applied to:		
Programme costs	148,663.57	132,055.62
Employee costs	178,867.50	174,999.15
Admin costs	31,764.90	39,596.96
Rental Property costs	5,855.92	9,255.57
GST movements	-1,357.68	1,505.55
<b>Total cash applied to operating activities</b>	<u><b>363,794.21</b></u>	<u><b>357,412.85</b></u>
<b>Net cashflows from operating activities</b>	<u><b>29,063.37</b></u>	<u><b>10,583.32</b></u>
<b>Cashflows from Investing Activities</b>		
Cash was applied to:		
Fixed Assets	0.00	6,365.00
<b>Net cashflows from investing activities</b>	<u><b>0.00</b></u>	<u><b>-6,365.00</b></u>
<b>Net increase in cash</b>	<b>29,063.37</b>	<b>4,218.32</b>
Opening cash	105,772.66	218,075.82
Closing cash	134,836.03	222,294.14
<b>This is represented by:</b>		
Bank accounts and cash	12,507.01	105,772.66
Short term investments	119,425.25	116,521.48
<b>Total cash held</b>	<u><b>131,932.26</b></u>	<u><b>222,294.14</b></u>

Please read this Statement in conjunction with the notes to the accounts and the auditor's report

For and on behalf of the Board of Trustees:

Chairperson   
 Trustee 

Date 20-10-2021

Date 20-10-21

## SHIRLEY COMMUNITY TRUST NOTES TO THE PERFORMANCE REPORT FOR YEAR ENDED 30<sup>TH</sup> JUNE 2021

### Statement of Accounting Policies

The entity is a Charitable Trust incorporated as "Shirley Community Trust" under the Charitable Trusts Act 1957. The Trust has elected and is eligible to adopt Public Benefit Entity Simple Format Reporting. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

### Specific Accounting Policies

The following Specific Accounting Policies, which materially affect the measurement of Income and Financial Position, have been applied.

### Goods and Services Tax

All figures in these Financial Statements are exclusive of GST

### Income Tax

Shirley Community Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

### Grants

Grants are treated as income when expenditure is incurred against the purpose for which the grant was made, provided they are subject to "spend or return conditions". Otherwise grants are treated as income at the time of receipt. Grants received (excluding GST) during the year:

NZ Lotteries Grants Board	\$135,000.00
Rata Foundation	\$60,000.00
Christchurch City Council	\$50,150.00
Riccarton Rotary	\$9,000.00
Department of Internal Affairs COGS	\$8,000.00
Working Together More Fund	\$7,600.00
United Way NZ	\$5,500.00
David Ellison Charitable Trust	\$2,000.00
<b>Total</b>	<b>\$277,250.00</b>

### Fixed Assets and Depreciation

Depreciation has been charged on Computers and Equipment on a straight-line basis over the estimated useful life of the asset. No depreciation has been charged on the MacFarlane Park Neighbourhood Centre Building. The market value of this building is considered by the Trustees to be approximately equal to the value shown in the Statement of Financial Position.

### Investments

Investments are shown at cost.

### Changes in Accounting Policies

There have been no changes in accounting policies this year.

### Capital Expenditure Commitments

Total capital expenditure contracted for at balance date but not provided for in the Financial Statements was nil. (2020 \$nil)

**Contingent Assets & Liabilities**

There were no contingent assets or liabilities at balance date. (2020 \$nil)

**Related Parties**

J Mitchell, the wife of a trustee, is employed to provide co-ordination services at market (or less than market) rates.

**Events After Balance Date**

The Trustees have reviewed the impact of the Covid 19 restrictions and consider they will not materially impact financially on the Trust's trading for the 21/22 financial year.

**Accumulated Funds**

This Year			
Description	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance	373,661	40,000	413,661
Surplus/(Deficit) **	15,099		15,099
Transfer to Reserves			
Transfer from Reserves	-	-	
Closing Balance	388,760	40,000	428,760

Last Year			
Description	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance	337,064	20,000	357,064
Surplus/(Deficit)	56,597		56,597
Transfer to Reserves	(20,000)	20,000	
Transfer from Reserves	-	-	
Closing Balance	373,661	40,000	413,661

Breakdown of Reserves		Actual This Year	Actual Last Year
Name*	Nature and Purpose	\$	\$
Long Term Maintenance Reserve	Long Term Building Maintenance	40,000	40,000
<b>Total</b>		40,000	40,000

**\*\* Surplus/(Deficit) Split:**

Shirley Community Trust	\$12,902.66
Shirley Village Project	\$2,196.78
	<u>\$15,099.44</u>

**SHIRLEY COMMUNITY TRUST  
ASSET & DEPRECIATION SCHEDULE  
FOR YEAR ENDED 30<sup>TH</sup> JUNE 2021**

Details	Cost Price	Book Value Beg Year	Additions	Disposals	S.L. Depn Rate	This Yr Depn	Accum Depn	Book Value End Year
<b>Office Equipment &amp; Plant</b>								
Computer	2,541.00	0.00			33.33%		2,541.00	0.00
Laser printer	800.00	0.00			33.33%		800.00	0.00
Computer	1,188.00	0.00			33.33%		1,188.00	0.00
Dishwasher	3,290.00	0.00			33.33%		3,290.00	0.00
Toshiba M53 laptop	1,231.11	0.00			33.33%		1,231.11	0.00
Instal 3.5kw Skope fan heater	1,004.51	0.00			33.33%		1,004.51	0.00
Mistubishi MR-385SWA Fridge Freezer	786.51	0.00			33.33%		786.51	0.00
Parisienne Folding Table x 4	1,176.00	0.00			16.20%	0.00	1,176.00	0.00
Mazzer Super Jolly (Coffee Grinder)	963.59	0.00			21.00%	0.00	963.59	0.00
New laptop (ACER V3-571)	1,523.00	0.00			40.00%	0.00	1,523.00	0.00
New laptop (ACER V5-531)	919.00	0.00			40.00%	0.00	919.00	0.00
TV	433.91	0.00			30.00%	0.00	433.91	0.00
2nd hand Wega 2 group coffee machine	2,173.91	0.00			21.00%	0.00	2,173.91	0.00
Carpet	1,857.39	0.00			20.00%	0.00	1,857.39	0.00
Dell Latitude E7440 Ultrabook	628.70	0.00			40.00%	0.00	628.70	0.00
Miele Excellence CX1 Vacuum cleaner	564.83	240.05			30.00%	169.45	494.23	70.60
Panasonic Heat Pump CS/CU-Z80TKR	3,804.35	2,819.97			13.50%	513.59	1,497.96	2,306.39
Sunscreen blinds	927.05	616.11			17.50%	162.23	473.18	453.87
Epson EB-980W Projector & Equipment	4,214.50	1,896.53			30.00%	1,264.35	3,582.32	632.18
Rheems Laser Boiler	1,559.65	1,285.15			9.60%	149.73	424.22	1,135.43
Omega Compact FS Dishwasher	548.70	443.77			13.50%	74.07	179.01	369.69
Omega 239L Vertical Fridge P/Pair	391.30	294.29			17.50%	68.48	165.49	225.82
Supreme Baby Change Table Vertical	503.09	423.85			13.50%	67.92	147.15	355.94
50 x chairs	4,950.00	4,386.92			10.50%	519.75	1,082.83	3,867.17
Second hand coffee machine	3,500.00	2,887.50			21.00%	735.00	1,347.50	2,152.50
Panasonic high wall heat pump	2,865.00	2,607.15			13.50%	386.78	644.63	2,220.38
Sharp A3 Colour Copier/Scanner/Printer MX2651	2,000.00	0.00	2,000.00		30.00%	50.00	50.00	1,950.00
	<b>46,345.10</b>	<b>17,901.29</b>	<b>2,000.00</b>	<b>0.00</b>		<b>4,161.34</b>	<b>30,605.15</b>	<b>15,739.95</b>
<b>Buildings</b>								
MPNC Building	15,450.56	15,450.56			0.00%	0.00	0.00	15,450.56
Shed for storage at Acheson Ave	665.25	0.00			8.00%	0.00	665.25	0.00
Screen, roller & blind at Acheson Ave	1,978.37	0.00			21.00%	0.00	1,978.37	0.00
Channel-It Blind	1,200.00	0.00			21.00%	0.00	1,200.00	0.00
Kiwi Shed	2,130.43	1,738.96			10.50%	223.70	615.16	1,515.27
Opening + pad for shed	2,428.20	2,173.24			7.00%	169.97	424.94	2,003.26
	<b>23,852.81</b>	<b>19,362.76</b>				<b>393.67</b>	<b>4,883.72</b>	<b>18,969.09</b>
Briggs Road Building	227,134.78	218,140.25			2.00%	4,362.80	13,357.34	213,777.44
	<b>250,987.59</b>	<b>237,503.01</b>	<b>0.00</b>	<b>0.00</b>		<b>4,756.47</b>	<b>18,241.06</b>	<b>232,746.53</b>
<b>Land</b>								
Briggs Road Land	53,300.00	53,300.00	0.00	0.00	0.00%	0.00	0.00	53,300.00
	<b>53,300.00</b>	<b>53,300.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>	<b>53,300.00</b>
<b>TOTALS</b>	<b>350,632.69</b>	<b>308,704.30</b>	<b>2,000.00</b>	<b>0.00</b>		<b>8,917.81</b>	<b>48,846.20</b>	<b>301,786.49</b>

**INDEPENDENT AUDITOR'S REPORT**  
**To the Trustees of Shirley Community Trust**  
**Report on the Performance Report**

**Opinion**

We have audited the Performance Report of Shirley Community Trust pages 1 to 11 which comprise the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 30 June 2021, the statement of financial position, asset & depreciation schedule, as at 30 June 2021, and notes to the financial statements.

In our opinion:

- a) the reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are suitable.
- b) the accompanying Performance Report (containing the statements as specified in the opening paragraph) gives a true and fair view in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) standards issued by the New Zealand Accounting Standards Board.

**Basis for Opinion**

The audit of the entity information and statement of service performance were conducted in accordance with The International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised).

The audit of all other statements as listed in the opening paragraph were conducted in accordance with the International Standards on Auditing (New Zealand) (ISAs (NZ)).

Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Performance Report section of our report. We are independent of Shirley Community Trust in accordance with Professional and Ethical Standard 1 (Revised) Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other than in our capacity as auditor we have no relationship with, or interests in Shirley Community Trust

**Responsibilities of the Trustees for the Performance Report**

The Trustees are responsible for:

- a) Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance.
- b) the preparation and fair presentation of the Performance Report on behalf of the entity which comprises
  - the entity information and statement of service performance
  - the statement of financial performance, statement of financial position, statement of cash flows, asset & depreciation schedule and notes to the Performance Report in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) standards issued by the New Zealand Accounting Standards Board.
- c) Such internal controls as the Trustees determine is necessary to enable the preparation of the Performance Report that is free from material misstatement, whether due to fraud or error.

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## Smith + Jack

Chartered Accountants

- d) In preparing the Performance Report, the Trustees are responsible on behalf of Shirley Community Trust for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate or to cease operations, or have no realistic alternative but to do so.

### Auditor Responsibilities for the Audit of the Performance Report

Our objectives are to obtain reasonable assurance about whether the Performance Report is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this Performance Report.

As part of an audit in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised), we exercise professional judgement and maintain professional scepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the Performance Report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the Trustees and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on Shirley Community Trust's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the Performance Report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause Shirley Community Trust to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the Performance Report, including the disclosures, and whether the Performance Report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Trustees regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Smith and Jack Ltd  
Bevan Smith  
Director  
20 October 2021  
Christchurch



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**MacFarlane Park Centre, 19A Acheson Avenue - 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, is it felt that the sound business case proposal presented by SCT, and outlined in Attachment C, supports the decision to accept the unique unsolicited proposal. The proposal is a continuation of services offered by the SCT that provides a facility for community purposes. 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 the MacFarlane Park Centre 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”.



**Report from Fendalton-Waimairi-Harewood Community Board – 11 July 2022**

## **10. New Deed of Lease -High Performance Sport New Zealand - Apollo Centre Jellie Park**

Reference Te Tohutoro:	22/912574
Report of Te Pou Matua:	Grant McIver, Leasing Consultant; grant.mciver@ccc.govt.nz
General Manager	Mary Richardson, General Manager Citizens & Community;
Pouwhakarae:	mary.richardson@ccc.govt.nz

### **1. Fendalton-Waimairi-Harewood Community Board Consideration Te Whaiwhakaarotanga**

The Board acknowledged that this report is recommending an interim decision, pending the outcome of the Request for Proposal (RFP) process to identify a long term tenant for the Apollo Centre.

The Board requested a briefing from staff regarding the RFP process. Otherwise the officer recommendations were accepted without change.

### **2. Fendalton-Waimairi-Harewood Community Board Decisions Under Delegation Ngā Mana kua Tukuna**

**Officer recommendations accepted without change**

#### **Part C**

That the Waimāero Fendalton-Waimairi-Harewood Community Board:

2. Conditional on recommendation 1 above [*the Part A recommendation*]:
  - a. Approve that public consultation be carried out in accordance with Section 119-120 of the Reserves Act for the granting of the lease.
  - b. Request that in the event any objections are received on the proposed lease that cannot be satisfied, staff follow the procedure under the Reserves Act 1977 to convene a Reserves Act Hearings Panel to consider any such objections and make a recommendation to the Board for a decision.
3. Resolve in the event that there are no objections received on the proposed lease that cannot be satisfied:
  - a. Approves the granting of a ground lease under Section 54(b)and(c) of the Reserves Act 1977 to High Performance Sport New Zealand Limited for a term of four (4) years for the purpose of the use of the Apollo Centre and accompanying car parking on part of Jellie Park, which is a recreational reserve on Rural Section 40044, Certificate of Title CB12a, this part being an area of approximately 3399m<sup>2</sup> to be leased initially for an annual rent of \$6777.84 + GST as shown on the lease plan; subject to:
    - i. The Chief Executive exercising the powers of the Minister of Conservation delegated to her to give consent to the proposed lease; and

- ii. The Manager Property Consultancy concluding and administering the terms and conditions of the lease.

### 3. Fendalton-Waimairi-Harewood Community Board Recommendation to Council

#### Part A

#### Officer recommendations accepted without change

That the Council:

1. Agrees to depart from policy and deal unilaterally with the proposed tenant, High Performance Sport New Zealand Limited.

### Attachments Ngā Tāpirihanga

No.	Report Title	Page
1	New Deed of Lease -High Performance Sport New Zealand -Apollo Centre Jellie Park	191

No.	Title	Page
A  	High Performance - Apollo Centre - Dealing Unilaterally	197

## New Deed of Lease -High Performance Sport New Zealand -Apollo Centre Jellie Park

Reference / Te Tohutoro: 22/416334

Report of / Te Pou  
Matua: Grant McIver, Leasing Consultant; grant.mciver@ccc.govt.nz

General Manager /  
Pouwhakarae: Mary Richardson, General Manager Citizens & Community;  
mary.richardson@ccc.govt.nz

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

- 1.1 The purpose of this report is to seek the Waimāero/Fendalton-Waimairi-Harewood Community Board's approval to enter into a lease agreement with High Performance Sport New Zealand Limited (the Tenant) for the land located within Jellie Park on which the Apollo Centre sits.
- 1.2 This report is staff generated to provide for the continued occupation of the land by the Tenant until they relocate to Parakiore once that facility is completed.
- 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 taking into consideration the number of people affected, which as there will be no change to the current environment and Mana Whenua is minimal.

### 2. Officer Recommendations Ngā Tūtohu

That the Waimāero Fendalton-Waimairi-Harewood Community Board:

1. Recommends that the Council agrees to depart from policy and deal unilaterally with the proposed tenant, High Performance Sport New Zealand Limited.
2. Conditional on recommendation 1 above, the Waimāero Fendalton-Waimairi-Harewood Community Board:
  - a. Approve that public consultation be carried out in accordance with Section 119-120 of the Reserves Act for the granting of the lease.
  - b. Request that in the event any objections are received on the proposed lease that cannot be satisfied, staff follow the procedure under the Reserves Act 1977 to convene a Reserves Act Hearings Panel to consider any such objections and make a recommendation to the Waimāero Fendalton-Waimairi-Harewood Community Board for a decision.
3. Resolve in the event that there are no objections received on the proposed lease that cannot be satisfied, that the Waimāero Fendalton-Waimairi-Harewood Community Board:
  - a. Approves the granting of a ground lease under Section 54(b)and(c) of the Reserves Act 1977 to High Performance Sport New Zealand Limited for a term of four (4) years for the purpose of the use of the Apollo Centre and accompanying car parking on part of Jellie Park, which is a recreational reserve on Rural Section 40044, Certificate of Title CB12a, this part being an area of approximately 3399m<sup>2</sup> to be leased initially for an annual rent of \$6777.84 + GST as shown on the lease plan; subject to:

- i. The Chief Executive exercising the powers of the Minister of Conservation delegated to her to give consent to the proposed lease; and
- ii. The Manager Property Consultancy concluding and administering the terms and conditions of the lease.

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

- 3.1 The Tenant owns the improvements known as the Apollo Centre.
- 3.2 The previous authorisation to occupy the land pursuant to the Canterbury Earthquake (Reserves Legislation) Order 2011 granted to the Tenant has expired.
- 3.3 The Tenant is currently occupying the land without a formal lease agreement.
- 3.4 Formalising the lease allows the Tenant to carry on their current use without interruption to the High Performance Sport programme.
- 3.5 The tenancy is an interim holding extension for up to four (4) years until the Tenant's new premises within Parakiore is ready to occupy and they relocate.

### 4. Alternative Options Considered Ētahi atu Kōwhiringa

- 4.1 Publicly Tender a lease of the property - not recommended

Advantages – The land is cleared for an as yet undetermined use

Disadvantages – Not enabling the current Tenant to continue to deliver the high performance sport programme while they wait for construction delays beyond their control with the Parakiore facility could bring reputational risk to Council.

The Tenant would have nowhere to go in the interim and the proposed gifting of the improvements to a Community Based Recreation Services provider in conjunction with a parallel proposed leasing process would be in jeopardy.

- 4.2 Do Nothing - this would mean that the Tenant remains on the land without a formal lease agreement on a periodic basis and not have any certainty of tenure.

### 5. Detail Te Whakamahuki

#### The Apollo Centre Background

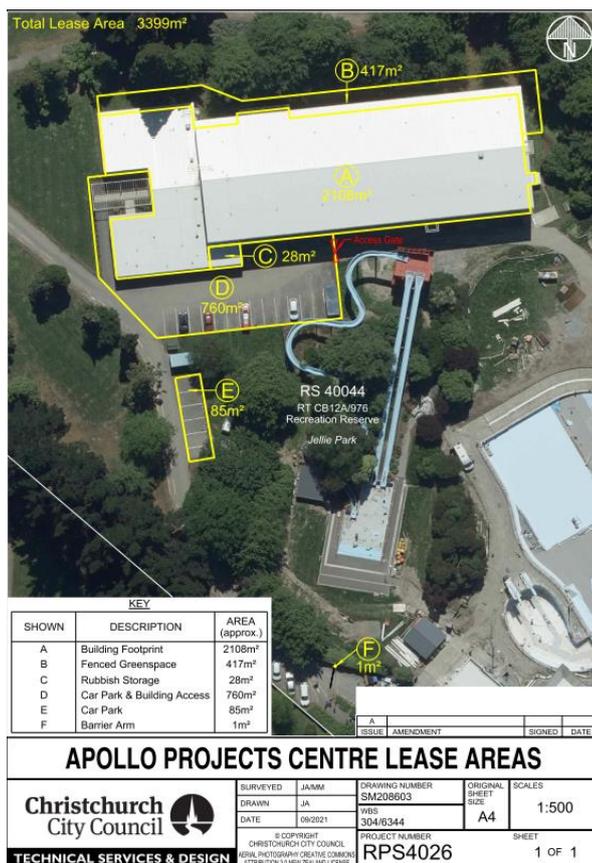
- 5.1 The Apollo Projects Centre (The Apollo Centre) was named after the main building contractor Apollo Projects to house the Tenant after they were displaced during the 2011 Earthquake sequence.
- 5.2 The original legal basis allowing the Tenant occupation of the land was by way of an Authorisation Pursuant to clause 5(c) of the Canterbury Earthquake (Reserves Legislation) Order 2011 which expired 30 June 2021 when the legislation ended.
- 5.3 The Tenant owns the improvements known as the Apollo Centre and is required to remove these on lease expiry.
- 5.4 Upon the expiry of any existing lease or licence agreement, the Council's Leasing Policy requires a new lease or licence agreement to be tendered through an open, transparent process such as a Request for Proposal (RFP).
- 5.5 The Tenant is working closely with Council and is willing to gift the improvements to a Council approved preferred applicant, under a new proposed lease to commence upon expiry of this

agreement. The RFP process is the subject of a separate Community Board report up for consideration "Apollo Projects Centre Request for Proposal and Grant of lease".

- 5.6 The new lease is on the same conditions as the previous Authorisation, updated only as to Council's latest lease terms and conditions.

**Terms of the Lease**

- Commencement date: 1 July 2021
- Term: 4 years
- Termination date: the earlier of 30 June 2025 or the giving of 3 months' notice of intention to terminate the lease by the tenant.
- It is acknowledged by the Landlord that all the improvements belong to the Tenant. It has been agreed between the parties that when the Tenant relocates to Parakiore, the Tenant will (subject to Council approving a new lease) gift the Tenant's improvements to a Council approved incoming tenant under a separate Deed of Gift.
- In the event that there is no incoming tenant the current Tenant is required to remove the improvements and services and make good the land.
- Existing annual land rental \$6777.84 + GST.
- Lease plan



5.7 **Community views and preferences**

- 5.7.1 The Council must consider any submission(s) received after the close of the one month statutory notification period of the new lease and a Reserves Hearings Panel may be established to hear the submission(s).

- 5.8 The decision affects the following wards/Community Board areas:  
5.8.1 Fendalton-Wairimairi-Harewood

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

### Strategic Alignment Te Rautaki Tīaroaro

- 6.1 This report supports the [Council's Long Term Plan \(2021 - 2031\)](#):

6.1.1 Activity: Parks and Foreshore

- Level of Service: 6.8.5 Satisfaction with the overall availability of recreation facilities within the city's parks and foreshore network. - Resident satisfaction with the availability of recreation facilities across the parks and foreshore network: >= 70%.

### Policy Consistency Te Whai Kaupapa here

- 6.2 The decision is consistent with Council's Plans and Policies.

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

- 6.3 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 not specifically impact Mana Whenua, their culture and traditions.
- 6.4 The matter has been referred to Ngāi Tahu through Mahaanui Kurataiao (MKT) and at the time of writing this report no concerns were expressed to officers regarding the awarding of a new lease.

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

- 6.5 A new lease will not affect climate change impact considerations. Retention of the building will provide for environmental benefits as the existing building use continues, rather than being demolished and going to landfill.

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

- 6.6 There is no change to accessibility as the Apollo Centre is currently located within Jellie Park and the building meets current legislative requirements for accessibility.

## 7. Resource Implications Ngā Hīraunga Rauemi

### Capex/Opex / Ngā Utu Whakahaere

- 7.1 Cost to Implement - Staff time to prepare the lease and public notices <\$1000
- 7.2 Maintenance/Ongoing costs - Tenant responsibility.
- 7.3 Funding Source - Operational budgets

### Other / He mea anō

- 7.4 No other matters

## 8. Legal Implications Ngā Hīraunga ā-Ture

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

- 8.1 Council Delegations – Sub Part 1 – Community Boards

Reserves Act 1977 – Section 54 - To grant leases of recreation reserves in accordance with this section.

8.1.1 The lease will be granted in accordance with section 54(1) (b) and (c) of the Reserves Act.

8.2 The Chief Executive has been delegated the Minister of Conservation's authority to approve the lease.

8.2.1 In exercising the Minister's delegation, the administering body (i.e. the Council) must give consideration to those matters previously applied by the Minister, for example ensuring that:

- The land has been correctly identified;
- The necessary statutory processes have been followed;
- The functions and purposes of the Reserves Act have been taken into account in respect to the classification and purpose of the reserve as required under section 40 of the Act.
- The administering body has considered submissions and objections from affected parties and that, on the basis of the evidence, the decision is a reasonable one;
- Pursuant to the requirements of section 4 of the Conservation Act 1987, the administering body has consulted with and considered the views of tangata whenua or has in some other way been able to make an informed decision.
- Council officers are satisfied that the proposed lease will comply with the Minister's requirements.

8.3 Lease Policy - Dealing Unilaterally

8.3.1 The matter of dealing unilaterally and accepting an unsolicited proposal is reviewed in Attachment A.

8.3.2 Officers are supportive of the proposal to provide for the short term continuation of the existing use.

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

8.4 The legal considerations are:

8.4.1 Correct application of the provisions pursuant to section 8.1 to 8.3 above;

8.5 This report has not been reviewed and approved by the Legal Services Unit. The matter of the preparation of the lease is a routine matter on which the legal situation is well known and settled.

8.6 The lease documentation will be prepared by the Council's Legal Services team.

## **9. Risk Management Implications Ngā Hīraunga Tūraru**

9.1 There is minimal if any risks associated with this decision, which until the expiry date of the Authorisation Pursuant to Canterbury Earthquake (Reserves Legislation) Order was anticipated within the Jellie Park Reserve Management plan and within the delegated authority of the Community Board.

## Attachments / Ngā Tāpirihanga

No.	Title	Page
A 	High Performance - Apollo Centre - Dealing Unilaterally	

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

Document Name	Location / File Link
Not Applicable	Not Applicable

## Confirmation of Statutory Compliance / Te Whakatūrutanga 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>	Grant McIver - Leasing Consultant
<b>Approved By</b>	Kathy Jarden - Team Leader Leasing Consultancy Angus Smith - Manager Property Consultancy Nigel Cox - Head of Recreation, Sports & Events Andrew Rutledge - Head of Parks Mary Richardson - General Manager Citizens & Community

**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 policy as recorded in the Council's Policy Register as Property – Leasing Council Property is "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.
- 1.3 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 felt that this is not an unsolicited proposal but rather a continuation of a prior lease and service relationship with CCC. It supports effective and efficient use of resources and the prudent management of the Council's assets.
- 1.6 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.

- 1.7 The Council's "Leasing Council Property" policy adopted 10 December 2015 was developed to ensure that the Council was "consistent with the principles of legislation and the behaviours expected to prudently manage public property".
- 1.8 Where there is only one logical lessee for a property, the Council may deal unilaterally with that Lessee. This includes facilities linked to leases to not for profit organisations, community buildings and buildings on parks and reserves.

**Report from Coastal-Burwood Community Board – 13 June 2022**

## 11. Petition - Brooklands Lagoon

Reference Te Tohutoro:	22/928049
Report of Te Pou Matua:	Kelly Barber, Chairperson Waitai Coastal-Burwood Community Board
General Manager Pouwhakarae:	Mary Richardson, General Manager Citizens and Community, mary.ricahrdson@ccc.govt.nz

### 1. Waitai Coastal-Burwood Community Board Consideration Te Whaiwhakaarotanga

Amanda Neil, local resident, presented a 169 signatory petition requesting a stop bank around the Brooklands Lagoon:

[In Amanda's words] *"We want a proper stop-bank to top the flooding tide. We've had a major think-tank and think Council will provide. Join up every sand dune and help us all to see, along the long lagoon, provide a safe track as there should be."*

Whilst presenting the petition, Amanda Neil highlighted four specific requests:

1. We ask Councillors from ECAN and CCC to assess this situation together, consult with local residents, engineers and contractors – who know and love this land, having the wisdom to make a decent stopbank – and then all parties to take urgent team action.
2. We ask CCC to use the money given to each Council from 3 Waters, which can be used for stopbank protection.
3. We ask you to provide a report of planning back to us within 2 months, which we will distribute throughout our neighbourhoods.
4. We ask that these four things be recorded here today, in readiness for action.

Following questions from members, the Chairperson thanked Amanda Neil for her presentation.

### 2. Waitai Coastal-Burwood Community Board Decisions Under Delegation Ngā Mana kua Tukuna

#### Part B

That the Waitai Coastal-Burwood Community Board:

1. Refers the issues raised in the petition to staff for investigation and response back to the Community Board by way of InfoCouncil Memorandum.
2. Requests staff to liaise with Environment Canterbury and any other relevant agencies in relation to the issues raised by the petitioner.

### 3. Waitai Coastal-Burwood Community Board Recommendation to Council

That the Council:

1. Receives the Petition presented to the Waitai Coastal-Burwood Community Board.
2. Notes that the Board has requested advice on this matter and, once received, requests that the Board reports to Council.

Item 11

#### Attachments Ngā Tāpirihanga

No.	Report Title	Page
1	Petition - Brooklands Lagoon	201

No.	Title	Page
A  	Brooklands Petition	202

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## Petition - Brooklands Lagoon

Reference / Te Tohutoro: 22/713549

Report of / Te Pou Cindy Sheppard, Community Board Advisor

Matua: cindy.sheppard@ccc.govt.nz

General Manager / Mary Richardson, General Manager Citizen and Community

Pouwhakarae: mary.richardson@ccc.govt.nz

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Amanda Neill local resident, will present a petition regarding a request for a stop bank around the Brooklands Lagoon:

We want a proper stop-bank to top the flooding tide. We've had a major think-tank so Council will provide. Now join up every sand due and help us all to see, along the long lagoon a safe track there should be.

**Petition From Brooklands Residents, Ratepayers  
and Visitors To The Brooklands Lagoon,  
For A Stop-Bank around the Brooklands Lagoon**

**(Under 150 Words To Meet Council Protocol)**

**We want a proper stop-bank  
To stop the flooding tide  
We've had a major think-tank  
So Council will provide**

**Now join up every sand dune  
And help us all to see  
Along the long lagoon  
A safe track there should be!**

**(69 WORDS)**

SIGNATORIES FOR A COMPLETED STOP-BANK AROUND  
THE BROOKLANDS LAGOON

NAME	SIGNATURE	DATE	ADDRESS
Amanda Neil		4.5.22	
Barb Wilkema		4/5/22	
Louise McKinlay		4/5/22	
Les Giffiths		4/5/22	
Tony Willis		4/5/22	
Kaye Crawford		4/5/22	
KATE GRIFFITHS		4/5/22	
Trish Kickhafer		4/5/22	
Marg Spencer		"	
Liz Heyworth		"	
Rich Lewis		"	
Rowan Brown		"	
Tom Burney		4/05/22	
AURIE SINCLAIR		4/05/22	
Jayne Sinclair		4/5/22	
John Bourke		7/5/22	
John Bourke		7/5-22	
Stephan Bourke		7/5/22	
Gabi Bourke		7/5/22	
Kelvin Merrin		7/5/22	
John Saunders		7/5/22	
Brent Swales		7/5/22	
Scott Spink		7/5/22	
Peter Currey		7-5-22	
Jaana Mannering-Walker		7/5/22	
Breccet Newey		7/5/22	
Stacie Humphrey		7/5/22	
Darryl Snook		"	
Janet Harrison		7/5/22	
AV HARRISON		7/5/22	
Ruth Gilmore		7/5/22	
Les Giffiths		07/5/22	
Pamela Giffiths		7/5/22	
Shirley Taylor		11/5/22	

SIGNATORIES FOR A COMPLETED STOP BANK AROUND P.2  
THE BROOKLANDS LAGOON

NAME	SIGNATURE	DATE	ADDRESS
William Crawford		8/5/22	
Madi Crawford		8/5/22	
Donald Crawford		8-5-22	
Tracy Coghlan		10/5/22	
Mel Gilmore		10/5/22	
Inke Coghlan		10/5/22	
Zeke de Gouw		10/5/22	
Phil Riding		10/5/22	
Ross McLean		11/5/22	
Wendy Fitzhugh		11-5-22	
Mawhera Finn		11/5/22	
Paul Clare		11-5-22	
Arthur Adcock		11-5-22	
Philip Wright		11-5-22	
Evelyn Adcock		11-5-22	
Phillip Bowman		11-5-22	
Ruby Murray		11-5-22	
Marina Maiko		11-5-22	
Anaru Spivey		11/5/22	
Ben Jennings		11/5/22	
B Browne		11/5/22	
Colin Mack		11/4/22	
Tamoko Kennedy		11/5/22	
Joan Kennedy		11/5/22	
Julie Gorman		11/5/22	
Sophie Gorman		11/05/22	
A MacDonald		11/5/22	
R. Crook		11/5/22	
Debra Edmunds		11/5/22	
Jack Edmunds		11/5/22	
Cachel Clare		11-5-22	
Jude Clare		11-5-22	
Nggine Queree		11-5-22	
Roger Queree		11-5-22	

SIGNATORIES FOR A COMPLETED STOP-BANK AROUND <sup>103</sup>  
THE BROOKLANDS LAGOON

NAME	SIGNATURE	DATE	ADDRESS
Lyn Bates		11/5	
Lucy Bates		11/5	
Ross Winter		13/5/22	
Karen Winter		15/5/22	
CANE SANDFORD		15/5/22	
Alan Heyward		13.5.22	
Kathleigh Curran		17.5.22	
Rebecca Harris		13.5.22	
Aman Gill		13.5.22	
IRISUM HAMI		13.5.22	
L Wheeler		13.5.22	
S Renle		13.5.22	
Boullivan L		13.5.22	
Pathany L		15.5.22	
Finna Mandoza		13.5.22	
Man Valkenberg		13.5.22	
Vivien Knight		13.5.22	
Tony Wilson		13.5.22	
Kim Foot		13.5.22	
Debbie English		13.5.22	
Wati Rata		13.05.22	
Alison Quinn		13.05.22	
Kirsty Boyd		13.05.22	
Rachel McCaice		13.5.22	
Sinead Gilgum		13.5.22	
Nancy Price		13.5.22	
Alice Wilson		13/5/22	
<del>Ally</del> Nyall Price		13/5/22	
Sue Ferguson		13/5/22	
Sue Goodfellow		13/5/22	
Andrew Goodfellow		13/5/22	
Marg Nicol		✓	
James Nicol		✓	
Rag Wooldridge		13/5/22	

SIGNATURES FOR A COMPLETED STOPBANK AROUND THE BROOKLANDS LAGOON. 1.4.

NAME	SIGNATURE	DATE	ADDRESS
Inne Woolsdrige		13/5/22	
Stephanie Teohere-fox		13/5/22	
Victoria Knowles		13/5/22	
Imber-Rose		14.5.22	
eneē Proud		"	
ABRAHAM Buis.		14/5/22.	
Rosemary Buis		14/5/22	
Dorothy Wright		14/5/22	
Justin Beach		16/5/22	
Amy Baker		16/5/22	
John Astle		16/5/22	
Lee Astle		16/5/22	
MORNINGBY		16/5/22	
L. Lemzing		16/5/22	
L. Lemzing		16/5/22	
M. Messerly		16/5/22	
L. Metcalfe		16/5/22	
J. Metcalfe		16/5/22	
E. McIntyre		16/5/22	
G. McIntyre		16/5/22	
SEAN NAGENSELOR		16/05/22	
Amanda Sherwood		16/5/22	
SEAN WALTER		16/5/22	
John Magall		"	
Melinda Gound		"	
Elizabeth Brown		"	
Alice Perkins		"	
A. Balani		"	
C. Balani		"	
L. Lawson		"	
M. Dismore		"	
Kim Hillson		16/5/22	
Donus Gilmore		16/5/22	
Blair Maguire		25/5/22	

SIGNATORIES FOR A COMPLETED STOP-BANK AROUND  
THE BROOLANDS LAGOON

NAME	SIGNATURE	DATE	ADDRESS
Jenny Knight		16/5/22	
Craig Pawset		16/5/22	
Sasha Cochrane		16/5/22	
Alicia Percy		17/05/22	
Samy		17/5/22	
Toanne		25/5	
Sally Wright		25/5	
Marie Slade		25/5	
Wayne Slade		25/5	
Linda O'Neill		25/5	
Dee O'Neill		"	
Julie Hansen		26/5	
Zoe Barclay		26/5	
Riley Barclay		26/5	
Jasmine Baxter		26/5	
Jaimee Baxter		26/5	
Lesley Turnbull		26/5	
Laywin Tapuar		26/5	
Sarah Hutchison		26/5	
Javan Jansen		26/5	
Helen Clark		26/5	
Steve Hillsa		26/5	
Wanna Tawera		26/5	
Lois Mary Platt		26/5	
Kent Nelson		26/5	
Miriam Leach		26/5	
Mike Brown		28/5	
Isa Brown		28/5	
Ann Brantford		28/5	
Isaac Caldwell		28/5	
Courtney Caldwell		28/5	
David Hendry		28/5	
Paula Prockett		28/5	

### Brooklands Lagoon Petition Numbers

- The 2018 Census shows 243 dwellings in Spencerville and Brooklands.
- About 200 have been door-knocked during May 2022.
- 124 dwellings, from every street, over half of the total 243 dwellings, had people at home. **Over half of any total population is a huge sample, and therefore, this petition indicates clearly that 98.5% of the entire Brooklands/Spencerville population want a stop-bank on the Lagoon.**
- 5 households had Covid, and couldn't sign, but wanted to.
- 10 signatories were visitors to Brooklands Lagoon, not residents of the area.
- A total of 172 people were canvassed.
- A total of 169 people signed.
- 100% of the 10 visitors canvassed, signed.
- 162 ratepaying residents were home.
- 159 ratepaying residents signed. 2 didn't want to sign a petition, only one actually disagreed.
- 98.5% of Brooklands and Spencerville residents canvassed, at over half the dwellings in the area, signed this petition.

## 12. Future Options Hornby Library Building 2/8 Goulding Ave

Reference / Te Tohutoro: 22/589150

Report of / Te Pou Angus Smith, Property Consultancy Manager,  
Matua: angus.smith@ccc.govt.nz

General Manager / Mary Richardson, General Manager Citizens and Community,  
Pouwhakarae: Mary.Richardson@ccc.govt.nz

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

- 1.1 The purpose of this report is determine the future use of the current Hornby Library at 2/8 Goulding Ave which will be vacated upon completion of the Hornby Library, Customer Service and South West Leisure Centre.
- 1.2 This report has been written in response to the need for a decision on the future of the building once it is no longer required and to deal with an unsolicited proposal from Hornby Community Care Trust (HCCT) to acquire the property.
- 1.3 The decisions in this report low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the fact that the affected parties are a small selected group and the effects are generally positive.
- 1.4 The broader financial implications which are of interest to the wider city population are not considered significant as the proposal supports the council's Annual or Long Term Plan as there are no provisions to run and operate this facility following opening of the new Hornby Hub and therefore this decision would not have an impact on rates.

### 2. Officer Recommendations Ngā Tūtohu

That the Council:

Noting that the:

- a) Information normally required from an unsolicited proposal to support a full and informed decision is currently not available.
  - b) The promotor of the unsolicited proposal Hornby Community Care Trust (HCCT) are concerned about expending time and resources on developing an unsolicited proposal when there was some uncertainty and risk about whether the council would depart from policy and deal unilaterally with them.
  - c) HCCT require a degree of certainty and support from the council before undertaking such work.
  - d) Resolutions below are written to provide HCCT with certainty and that such information and required consultation is a condition precedent.
1. Declares the property at 2/8 Goulding Ave (described as Units B DP 43269 on Lot 1 DP43227) surplus to requirements, effective from the date that the current council services transfer to the new Hornby Library, Customer Service and South West Leisure Centre.
  2. Approves the gifting of the land and building at 2/8 Goulding Ave (described as Units B DP 43269 on Lot 1 DP43227) to the Hornby Community Care Trust (HCCT), subject to

- a. The HCCT providing to the satisfaction of the delegated officer financial and operational information and plans that demonstrate the ability to operate and maintain the building for community service delivery without financial support from the Council for a minimum five year period;
  - b. an encumbrance being registered against the title of the transferred property providing for:
    - i. The property to be held in perpetuity for community purposes run by a charitable trust or incorporated society.
    - ii. The Council to have a first right of refusal option to take back the property from HCCT at the sum of \$1.
    - iii. In the event of the council not exercising the first right of refusal option and HCCT selling the property at a future date 50% of the sale proceeds revert to the council. That would be calculated as 50% of unit B if sold separately or 50% of 56% of the sale proceeds if the entire property is sold. 56% being the council's unit entitlement share in the whole property.
  - c. The council consulting with the community over the proposal to satisfy its obligations under sections 78 and 138 of the Local Government Act.
3. Authorise the Manager Property Consultancy to proceed as resolved in this report if no objections are received through the consultation.
  4. Requires the matter to be referred back to the council for consideration and resolution in the event of any objections being received through consultation,
  5. Resolves to depart from policy and deal unilaterally with HCCT on the basis that:
    - a. HCCT are the obvious and natural owner of the property due to the existing ownership complexities and the alignment of outcomes;
    - b. This is a community asset transfer, which will provide increased capacity to deliver community services, at no extra cost to Council.
    - c. The proposal aligns with Council's direction and policy including the Te Haumako Te Whitingia Strengthening Communities Together Strategy 2022.
  6. Authorises the Manager Property Consultancy, with advice from the Head of Community Support and Partnerships on community services provision matters, to undertake all actions, negotiate and conclude all the agreements necessary to facilitate the above in general accordance with this report on terms and conditions acceptable to him at his sole discretion, and in doing so make any decisions necessary to give effect to this.

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

- 3.1 The recommended option is as follows:

#### **Community Asset Transfer to the Hornby Community Care Trust**

- 3.2 Council gift the building to Hornby Community Care Trust (HCCT). HCCT then assume full responsibility and cost liability for all building and land maintenance, rates and all other outgoings including operational costs and management.

- 3.3 In recompense of the gift and to ensure the property is held in perpetuity for community purposes run by a charitable trust or incorporated society it is suggested that an encumbrance is registered on the title to that effect.
- 3.4 In acknowledgement of the substantial value of the gift and that foregone opportunity of capital, it is also suggested that same encumbrance provides that in the event of the HCCT selling the property at a future date 50% of the sale proceeds revert to the council. That would be calculated as 50% of unit B if sold separately or 50% of 56% of the sale proceeds if the entire property is sold. 56% being the council's unit entitlement share in the whole property.
- 3.5 This gifting would be conditional on some prerequisite conditions being met, which are set out in the resolutions to this report. Normally this type of decision making would be supported by what is in effect an unsolicited proposal from HCCT.
- 3.6 While information in the form of an unsolicited proposal to support this decision option has been requested that is not available. The HCCT have advised that they were concerned about expending time and resources on developing an unsolicited proposal when there was some uncertainty and risk about whether the council would depart from policy and deal unilaterally with the Trust. The Trust require a degree of certainty and support from the council before undertaking such work.
- 3.7 This report therefore seeks a resolution that the council in principle deal unilaterally with the Trust subject to certain conditions being met e.g. the Trust being able to substantiate a reason for the council to depart from policy, which would essentially be the unsolicited proposal information.

#### Advantages

- Increases community services facilities and delivery capacity in the Hornby area. This assists in satisfying the reported emerging need for community facilities that has arisen as a result of the council decision to sell the council owned property at Gilberthorpes Road.
- Aligns with the Te Haumako Te Whitingia Strengthening Communities Together Strategy 2022.
- Supports HCCT, who are a well-recognised, established, supported and reputable organisation for fostering and actively encouraging community wellbeing and service delivery in Hornby.
- Resolves the split ownership arising from the unit title arrangement.
- Ownership of the property will provide HCCT with improved access to external funding sources.
- Avoids the risk of incompatible adjoining uses.
- Avoids future unbudgeted costs to Council.
- HCCT are provided with certainty, autonomy with increased capacity and ability to continue to support and provide established services and activities which empower and strengthen the Hornby community.

#### Disadvantages

- The book value of \$828,729.73 will need to be written off. The impact of this is to reduce the underlying ratepayer asset base by this amount.
- Reduces the ability to recycle capital from this site.

- Dealing unilaterally with HCCT is a departure from policy, however, they are also the obvious future owner given the complexity of the facility and land ownership.

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

A number of alternative options have been considered including:

##### **Hold the property for an alternative purpose.**

- 4.1 Council retain ownership of the land and building. Community Support and Partnerships have considered this and support community use of the facility without the necessity for council ownership. Particularly when there is no allocated LTP capital or operational budget to support ongoing ownership. Retention following the library moving out and without a decision on the future use of the building will result in the asset continuing to deteriorate along with its residual capital value.
- 4.2 In addition the property has been circularised to key staff and the Community Board in the council organisation and while continued community use is supported no alternative public work services or activities have been identified.
- 4.3 Consideration was also given to holding the property and calling for expression of interest and/or requests for proposals for alternative uses. Logically to warrant public involvement the only outcomes likely to be worthy of consideration are community based and retention for community purposes is not warranted under the Community Facilities Network Plan. Furthermore the preferred option would see community facilities delivered without compromise to the council's budget and plans.
- 4.4 Another consideration is to use or leverage the property deliver outcomes of the Ōtautahi Christchurch Plan – refer clause 5.23 below.

*Not considered a tenable option for Council. Particularly considering the fragmented title and ownership structure.*

##### **Retain and lease to HCCT**

- 4.5 Council retain the property and lease it to HCCT. Logically to warrant Council retaining the property and leasing it to HCCT the only outcomes likely to be worthy of consideration are community based and retention for community purposes is not warranted under the Community Facilities Network Plan. Furthermore the preferred option would see community facilities delivered without compromise to the council's budget and plans.
- 4.6 While the lease could be on a long term basis, the principle disadvantages are:
  - 4.6.1 Creates a residual unbudgeted financial liability for the council.
  - 4.6.2 Creates less autonomy and control for HCCT.

*Not considered an ideal solution for the Council or HCCT.*

##### **HCCT purchase the land and building (or building only)**

- 4.7 This option would divest Council of its unbudgeted financial obligations related to maintaining and operating the property and provide income from the sale of the property, presumably somewhere between the book value \$828,729.73 and the estimated current market value of \$1,000,000 - \$1,067,000.
- 4.8 This could be structured with a suitable market rent and future purchase option similar to the arrangement put in place for 213 Lichfield Street for the Ōtautahi Community House Trust.

This is however not considered feasible as it is presumed HCCT does not have sufficient operating margins, nor future projected financial capacity and would detract resources from directly delivering community outcomes. This will need to be verified as part of the due diligence exercise outlined in resolution 2a. above.

- 4.9 It would also have the benefit of providing autonomy certainty and control to HCCT. It is however assumed that HCCT do not have the financial capacity to purchase the property. This will need to be verified as part of the due diligence exercise outlined in resolution 2a. above.

*Not a viable and tenable option for HCCT.*

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

- 4.10 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. Refer section 5.36 – 5.26 below regarding value.
- 4.11 Notwithstanding the financial benefit to Council, this decision, given HCCT'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.
- 4.12 In addition the title structure, zoning (refer the following sections) and ownership are not conducive to an open market sale as those factors would give rise to limited appeal and marketability.
- 4.13 This option has risks associated with price and incompatible uses within the same shared facility.

*While possible, this is not an ideal option.*

#### **Council and HCCT Partner to sell the property**

- 4.14 The Council and HCCT partner to demolish the building, sell the land and share in the proceeds. This would maximise the value as the highest and best use value of the property is for residential redevelopment.
- 4.15 This option would require council and HCCT to reach an agreement to work together and position the property to achieve that outcome i.e. remove the improvements and current strata title structure.
- 4.16 While that would be a good outcome for council it would not be a good outcome for HCCT who would then be faced with a disruption to services and recreating a new home.
- 4.17 Achieving this is anticipated to be complex and challenging,

*While possible this is not an ideal option.*

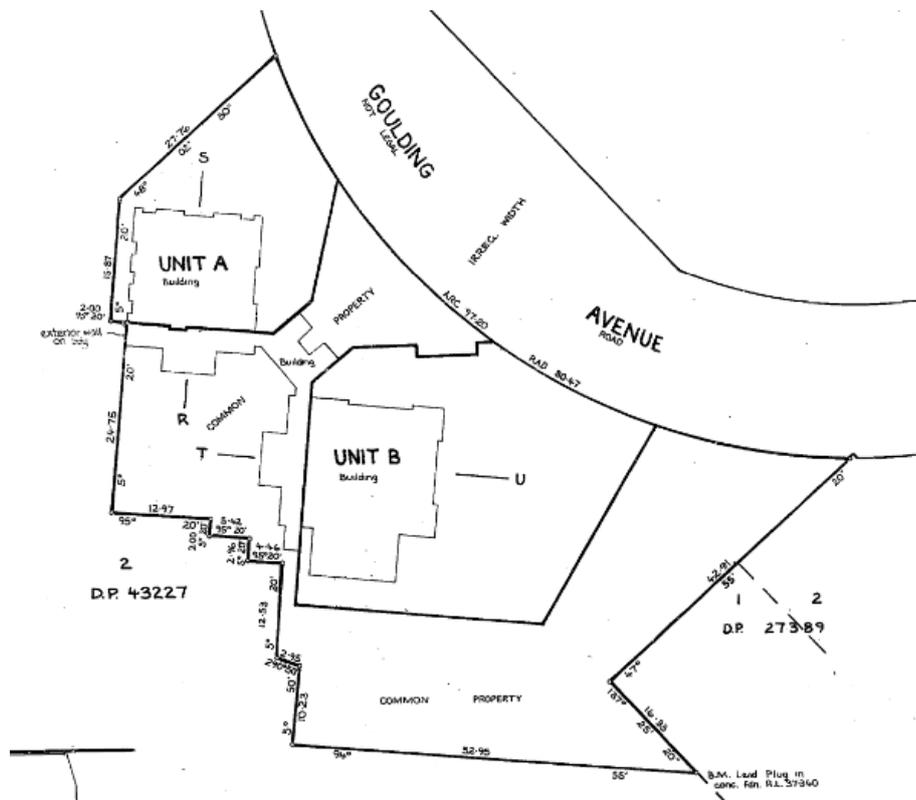
## 5. Detail Te Whakamahuki

### Context

- 5.1 The current Hornby library is to be decommissioned following the opening of the new Hornby Library, Customer Service and South West Leisure Centre in the third quarter of 2023 (current forecast), which will provide the southwest area of Christchurch with a new state of the art facility.
- 5.2 The plan below illustrates the location of the current council owned library building/property at 2/8 Goulding Ave.



- 5.3 The property comprises two units and a common area depicted on DP43269, excerpt below.



- 5.4 Unit A is the owned by the Hornby Community Care Trust, and Unit B, the Hornby Library is owned by the council. A shared facility straddles the two units and the common area includes the courtyard, carpark and driveway entrances.
- 5.5 It is timely for the council to consider and determine the future use of the property, prior to it no longer being required for its original purpose.
- 5.6 The council when deciding whether or not a property should be retained for alternative service delivery or other purposes needs to consider the following retention criteria:
- 5.6.1 Is the full property still required for the purpose for which it was originally acquired?
  - 5.6.2 Does the property have special cultural, heritage or environmental values that can only be protected through public ownership?
  - 5.6.3 Is there an immediate identified alternative public use / work / activity in a policy, plan or strategy?
  - 5.6.4 Are there any strategic, non-service delivery needs that the property meets and that can only be met through public ownership?
  - 5.6.5 Are there any identified unmet needs, which the Council might normally address, that the property could be used to solve? And is there a reasonable pathway to funding the unmet need?
- 5.7 Staff have considered the above criteria and advise that the response on each of the 5 criteria is no. This leads to the conclusion that the property is no longer required for operational purposes and should therefore logically be declared surplus for disposal.

- 5.8 In support of this conclusion and whilst in a practical sense there is no logical alternative council owned public use for the property, it has been circulated around other units of council to ensure that is the case and that has resulted in no other options or expressions of interest other than support for community use.
- 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 the community, empowers HCCT to deliver community outcomes and services and enables Council to eliminate its unbudgeted financial liability associated with the building.

### **The Property**

- 5.10 The property was originally purpose built for the library and separately owned community facility. It is unusual in terms of its design and construction as a suburban library, combined with a Unit Title type ownership and a large amount of common land, much of which is taken up with landscaping.
- 5.11 The site occupies a prominent position fronting Goulding Ave that is easily accessible. It is a flat site in close proximity to two key retail hubs in Hornby (Hornby Hub and Dressmart), and Denton Park.
- 5.12 The address is 1/8 (Unit A) & 2/8 (Unit B) Goulding Ave, Christchurch. Units A & B DP 43269 on Lot 1 DP43227 each having share in 4336m<sup>2</sup>. Unit A owned by HCCT comprises approximately 710m<sup>2</sup> and Unit B owned by the council approximately 1280m<sup>2</sup>. The overall area is 4334m<sup>2</sup>. Each unit has an undefined share in the common area based on proportional ownership (A-440/B-560).
- 5.13 Both titles are subject to a Land Covenant registered in Transfer 418719.1. Registered in 1983, this requires the owner/successors of Unit A to obtain written consent from the owner/successors of Unit B to any material alterations made to the external appearance of general colour of the buildings. The transfer also prohibits Unit A from being used for any aim or goal other than that of a charitable non-commercial or non-profit making purpose. These conditions may be removed on the agreement of all parties.
- 5.14 The property was not Crown derived and an offer back obligation to the previous owner under section 40 of the Public Works Act 1981 is not considered to be applicable because of significant change to size and shape i.e. the nature of the building developed on the site and the resulting strata title arrangement.
- 5.15 The library building is purpose built, single level, about 40 years of age and some 449 square metres in area excluding the shared entry area.
- 5.16 Altering the building to accommodate residential, commercial or other uses would not be an easy or particularly practical option.
- 5.17 The damage to the building during recent seismic activity in Christchurch has only caused minor damage, with minor cracking to the internal plasterboard linings the only damage noted.
- 5.18 The building suffered insignificant damage that would not compromise the load resisting capacity of the existing structural systems and no critical structural weaknesses were observed. Based on the construction date, the soils on which the building is founded and construction type of the building. It has been assessed to have a seismic capacity in the order of 79% NBS and is therefore not potentially Earthquake Prone.

### **Planning Considerations**

- 5.19 The site is zoned Residential Suburban Density Transition in the District Plan.

- 5.20 This zone covers some inner suburban residential areas between the Residential Suburban Zone and the Residential Medium Density Zone and also includes areas adjoining some commercial centres. The zone provides principally for low to medium density residential housing. In most areas there is potential for infill and redevelopment at higher densities than those for the Residential Suburban Zone.
- 5.21 Retail and office is not anticipated and it would be a high bar to get such uses over the line unless some compelling strategic need can be advanced and proved that the effects of any development on residential amenity etc. in surrounding area is “insignificant”. Which is considered unlikely given predominance of commercial zones in the immediate area.
- 5.22 Community facilities and activities of similar nature to those provided in the balance of the property owned and operated by HCCT are permitted.
- 5.23 Another planning consideration is the Ōtautahi Christchurch Plan this is a regenerative plan that provides direction to area-wide focused actions, including initiatives that will catalyse projects to drive growth and redevelopment within the city.

Hornby is strategically positioned within a major transport corridor and has been identified as a leading “Area of Focus” to address community and environmental issues, maximise housing (noting the subject site and surrounds are within a proposed high density precinct and there are a large number of Kāinga Ora landholdings) and business opportunities (being a major employment centre).

The site being immediately adjacent to a Town Centre Zone (see proposed Plan Change 14) enabling residential development to 6-7 storeys (20m height). A site of this scale, with the assistance of Council’s technical resource, could deliver high density, high quality, and comprehensive residential redevelopment, including more innovative and diverse housing solutions. Redevelopment alongside other potential Council investment, could be a catalyst for the transformation of Hornby.

Alternatively, retention of the site in Council ownership, could present opportunities for land exchange to facilitate the implementation of Network and Neighbourhood Plans, including resolving local connectivity and safety issues.

#### **Asset – Value and Saleability**

- 5.24 The current book value of the property is \$828,729.73
- 5.25 The current market value of the property on the basis of continued use of the building for alternative occupiers is estimated to be \$1,000,000 - \$1,067,000. This reflects the fact that the property is perceived as vacant, in a relatively dated condition, and in a market sector that has been relatively weak.
- 5.26 Due to the planning considerations set out above achieving that value is very unlikely.
- 5.27 The highest and best use value of the property is for residential development. Theoretically this could be \$1,500,000. However achieving that with the current title and ownership structure would not be possible and similarly resolving the title and ownership would be challenging.

#### **Asset – Allocated LTP Funding**

- 5.28 Post opening of the new Hornby Centre there is no operational or capital LTP budget allocated to the property. As a consequence there is no long term holding/ownership strategy therefore, building maintenance is only being undertaken on an essential, reactive, works basis.

- 5.29 Any decision to retain the property will need to be supported by a future use decision and strategy with associated financial provisions in a future Annual / Long Term Plan.

**Asset - Current Cost to Council**

- 5.30 The building is currently held under the Libraries portfolio from which the financial planning and budget for maintenance of the roof, exterior of the building, building services, general outgoings (other than rates, water, gas, electricity, phone, rubbish) and land and building insurance is held and allocated.
- 5.31 With replacement of this facility and service in 2023 through the currently under development Hornby Centre, the ownership and management strategy for this property is short term. There is no asset management plan for the property. Hence any maintenance work has largely been deferred and attended to on an essentially required reactive basis.
- 5.32 Although fully compliant from a building code perspective, the building is relatively tired and represents a significant financial liability to Council in terms of immediate and longer term deferred maintenance and depreciation costs. Provision to run and operate this facility will no longer be incorporated in the libraries budget, nor any other budget for that matter without a deliberate provision action through the council's Annual or Long Term Plan, following opening of the new Hornby Hub.
- 5.33 A condition assessment and cost report is attached in appendix A which supports the following summary:

Site	CAPEX	OPEX (per annum)
Existing Hornby Library	\$335,000	\$45,500

- 5.34 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.

**Statutory and Policy/Process Considerations**

- 5.35 The Council is required to consider a number statutory and policy considerations those requirement are set out in detail in appendix B But in summary and conclusion they are recommended to be managed as follows:

**5.35.1 Local Government Act Considerations**

- **Section 138** Local Government Act 2002

Section 138 provides that “park” owned by the Council cannot be sold or otherwise disposed of unless the Council has first consulted on the proposed disposal.

- **Section 78 - 82** Local Government Act 2002

These sections set out the council's requirements in terms of decision making in summary that:

- All reasonably practicable options for the achievement of the objective of a decision.
- Consideration is given to the views and preferences of persons likely to be affected by, or to have an interest in, the matter.

- Judgements are required about how to achieve compliance with these issues. Those judgements in determining degree and scope are largely in proportion to the significance of the matters affected by the decision.
- Decisions inconsistent with council policy are identified and rationalised.
- Opportunities are provided for Māori to contribute to the decision-making processes.
- That any consultation is fit for purpose and at the councils discretion appropriate in any particular instance.

#### 5.35.2 **Section 40 Public Works Act 1981**

Section 40 requires that where land is held by the Council for a public work and it is no longer required for that public work, or any other public work, then, subject to certain exceptions, the land must be “offered back” at market value to the person from whom it was acquired, or their successor. This is covered in section 5.14 above.

#### 5.35.3 **Policy**

The Council's standard process to dispose of land is to adopt a transparent disposal process, usually by public tender or auction. This is supported by statutory requirements, policy and procurement guidelines.

A departure from the Council's standard policy of transparent disposal, could be addressed by compliance with section 80 of the Local Government Act 2002 which requires explicit disclosure of a significant departure from policy, the reasons for it, and any intention to amend the relevant policy.

#### 5.35.4 **Unsolicited Proposal**

The council has previously resolved the following:

Meeting of 2 February 2017 CNCL/2017/00025

3. *Note that to ensure that the new facility is affordable within planned capital and operating expenditure, decommissioning of the superseded facility, namely the Hornby Library, and disposal of the Council's interests following the normal procedure will be required.*

Meeting of 12 September 2019 CNCL/2019/00205

6. *Report to the Council through the Waipuna/ Halswell-Hornby-Riccarton Community Board with options for the disposal of the current Hornby Library building.*

This is in effect an unsolicited proposal requesting a community asset transfer, which has pre-empted staff putting forward an options report on the future of the property. This report however deals with all of the options and process that would have occurred without the unsolicited proposal.

#### 5.35.5 **Conclusion**

Establishing a mandate for the uncontested unilateral community asset transfer of this property could be achieved by consultation in conjunction with compliance with the section 78 and/or 138 obligations.

### **Hornby Community Care Trust (HCCT)**

- 5.36 HCCT is a registered charity that aims to support the individual needs of community members while fostering Community Development within the greater Hornby community. HCCT provide a local facility, 'Hornby Community Care Centre' that offers a central building for individuals, community groups and agencies to utilise as a community hub.
- 5.37 HCCT has two paid staff. A Coordinator and a Community Activator. There are 30 volunteers within the organisation with an estimated 3,000 volunteer hours each year.
- 5.38 The Hornby Community Care Centre provides room facilities to community groups and other agencies for a small fee. Some of the existing services and activities offered at the centre include, Citizens Advice Bureau, JP Services, Free Legal and Immigration Advice, Depression Support Network, B4 School Checks, Healthy & Wellbeing Drop-In Monthly Sessions (PCW run), StarJam, Toastmasters, Handiscope, Wise-Up – Life skills programme for 8-10yr olds, Age Concern Over 65's Exercise Group, AMMA – Migrant Women & Children Social Group, 65 Alive (Odyssey House) – Older Adults AOD Support Group, Pasifika church groups plus a variety of craft groups.
- 5.39 The centre operate a Community OP shop that is run by approximately 25 volunteers. The Op shop provides quality clothing and household goods at affordable rates for the Community.
- 5.40 The centre facilitate and host the Hornby Community Workers Network Luncheon meeting which is held on the first Wednesday of each month. Meetings include a light lunch and often a guest speaker to talk on relevant Information key to those who attend the meetings. The meeting is an opportunity for community workers to connect and discuss topics of interest, and plays a key role in ensuring the collaboration of key community organisations within the Hornby Community.
- 5.41 The HCCT plays a key role in the organisation of the Hello Hornby event that is run annually in Hornby. This is one of the largest events held in Hornby and is a free Community event that aims to showcase the work of local organisations, while connecting the Hei Hei, Islington, Broomfield and Hornby communities. Although the event was unable to be delivered in 2022 due to COVID restrictions, the event has run successfully for four years.
- 5.42 More recently the HCCT have been a part of the "Need a buddy" Project in collaboration with other Hornby community organisations. In response to COVID and the need for isolation, key Hornby Community organisations have come together to offer a wraparound service to those families who are needing support due to isolation. Support can include, food packs, pickup and delivery of food and medicine, access to RAT tests or social isolation support. If support cannot be provided by the organisations involved they will refer onto the appropriate organisation.

### **Unilateral Dealing**

- 5.43 The HCCT has approached the council requesting that the council deal unilaterally with them over a gift of the land and buildings. The decision to deal unilaterally with HCCT needs to be supported by reasonable and sufficient information to justify that decision.
- 5.44 To rationalise a decision of this nature the council would normally treat this as an unsolicited proposal and consider the following matters:
- 5.44.1 The nature and full understanding of the proposal.
  - 5.44.2 The nature of the land subject to the proposal and associated issues.
  - 5.44.3 The value proposition of the proposal e.g. costs and benefits and where responsibility for these will be incurred.

- 5.44.4 Understanding and meeting or departing from the Council's obligations, processes, policies, delegations and statutory requirements as they relate to the proposal.
- 5.45 While 5.44.2 to 5.44.4 are outlined in detail in this report, the normal level of detail required to provide the nature and full understanding of the proposal is not known. The HCCT have advised that they were concerned about expending time and resources on developing an unsolicited proposal when there was some uncertainty and risk about whether the council would depart from policy and deal unilaterally with the Trust. The Trust require a degree of certainty and support from the council before undertaking such work.
- 5.46 In summary at a high level the information to support a full and informed decision would be a business plan with financial disclosure and information, this is set out in more detail in appendix C. To move this forward without that information and provide HCCT with certainty the resolutions have been written so that such information is a condition precedent.

### Community Views and Preferences

- 5.47 HCCT have owned and operated from, the adjoining connected portion of the building since it was built in the early 1980s offering a wide variety of services and activities to a wide range of local community groups and individuals. HCCT is well supported by the community.
- 5.48 While this proposal has not been widely consulted, the current local community and groups and individuals indicates their support for the general intent of the recommended option. Including community board members positively the interest shown from the HCCT in the Hornby Library.
- 5.49 The decision affects the following wards/Community Board areas:
- 5.49.1 Waipuna/Halswell-Hornby-Riccarton Community Board whom have informally indicate support for the proposal. It is intended to canvass this support more broadly by briefing the community board on this report and its recommendations, which will be tabled at the council meeting
- 5.50 The views and preferences of the community will be more formally established through consultation as set out in this report and provided for in the resolutions.

## 6. Policy Framework Implications Ngā Hiraunga 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 Te Haumako Te Whitingia Strengthening Communities Together Strategy 2022:
- 6.2.1 The Strategy's importance of places and spaces as a place where communities can identify with and connect.
- We will encourage communities to create and sustain a sense of local identity and ownership.
  - Support the community activation and kaitiakitanga of public spaces and places.
- 6.3 The decision is consistent with Council's Community Outcomes and its Te Mahere kotui o ngā momo Whare-o-hapori Community Facilities Network Plan 2020:

- 6.3.1 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.
- 6.4 This report supports the [Council's Long Term Plan \(2021 - 2031\)](#):
- 6.4.1 Activity: Facilities, Property and Planning
- Level of Service: 13.4.10 Acquisition of property right projects, e.g. easements, leases and land assets to meet LTP funded projects and activities. - At least 90% projects delivered to agreed timeframes per annum

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

- 6.5 The decision is consistent with Council's Plans in that the prior considerations and resulting resolutions contemplate disposal of this asset when the new replacement library is opened.
- 6.6 The decision is however inconsistent with council policies. That fact is covered in the sections set in 5.35 above and provided for in the recommended process and resolutions.

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

- 6.7 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.
- 6.8 The proposed community asset transfer to HCCT will effectively result in a continuation of the property being used for community purposes albeit a change in the nature.
- 6.9 Guidance on whether there are any impact on Mana Whenua has been sought from the councils Senior Advisor Treaty Relationships at the time of finalising this report a response had not been received. It is not envisaged that there will be any impact as a result of this decision any feedback received will be tabled at the meeting.
- 6.10 The matter has been referred to Ngāi Tahu through Mahaanui Kurataiao (MKT) through the internal engagement process, any response received through that consultation will be tabled at the meeting.
- 6.11 The public consultation process outlined in this report will provide another opportunity for any impacts to be raised.

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

6.12 The decision creates certainty over future use and in effect maintains the status quo. The continued use of the building for a community facility will have no impact on the environment or resources.

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

6.13 The property is currently compliant for 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 a transfer agreement for the property's ownership documentation. This report recommends that HCCT will be responsible for their own legal and other costs associated with these transactions.
- 7.2 Maintenance/Ongoing costs – The outcome of the recommendations in this report result in the council avoiding unbudgeted maintenance and operating costs following vacation of the library to the new facility.
- 7.3 Funding Source – There is no ongoing budget for the council to continue to own this property once it is no longer required by the library upon completion of the new Hornby Hub.

### Other / He mea anō

- 7.4 There are no direct impacts on council's budgets as a result of this decision.
- 7.5 The indirect impacts are:
- 7.5.1 The lost opportunity cost of capital and the contribution of that to the councils budget line item for revenue from property sales, albeit this property is not specifically listed in the LTP as a potential asset sale. The budget and forecast is as follows:

Financial Year	2021/22	2022/23
Budget	6,500,000	7,500,000
Actual	1,028,752	
Current Forecast		15,273,289

- 7.5.2 The book value of \$828,729.73 will need to be written off. The impact of this is to reduce the underlying ratepayer asset base by this amount.

## 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 statutory provisions in the Local Government Act 2002, Public Works Act 1982 and the Council's Disposal of Council Property policy, as referred to in paragraphs under section 5.35 above.

8.4 This report has not been reviewed and approved by the Legal Services Unit.

## 9. Risk Management Implications Ngā Hiraunga Tūraru

- 9.1 In the event that HCCT cease to operate for whatever reason the impact for Council would be mitigated by virtue of the first option to resume ownership of the building asset and/or share in any future sale proceeds.
- 9.2 It is possible that there may be some latent community feedback regarding Council's decision to deal unilaterally with HCCT. This will be established through the consultation process prosed by this report.
- 9.3 There is a risk that some of the assumptions and the foundation for the decisions will not be supported by the condition precedent information to support the unsolicited proposal. While this is considered unlikely this will be mitigated through the delegations not being exercised and the matter being reported back to the council in full for reconsideration.

## Attachments / Ngā Tāpirihanga

No.	Title	Page
A  	Appendix A Condition assesment and cost report	226
B  	Appendix B Statutory and Policy Considerations	230
C  	Appendix C Guidlines for Dealing Unilaterally	236

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

Document Name	Location / File Link
Not applicable	

## Confirmation of Statutory Compliance / Te Whakatūrutanga 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>	Angus Smith - Manager Property Consultancy Nick Dean - Finance Business Partner Paul McKeefry - Community Facilities Specialist
<b>Approved By</b>	Bruce Rendall - Head of City Growth & Property Mary Richardson - General Manager Citizens & Community

# Facilities, Property and Planning

## Hornby Library, Building 2, 8 Goulding Avenue, Hornby

Date: 23 June 2022  
From: Nigel Johnson, Estimator/Capital Planner, REFP Asset Planning & Data Management  
To: Bruce Rendall, Head of Facilities, Property & Planning, REFP Facilities, Property & Planning

### Background:

To assist with making an informed decision with the future of the Hornby Library.

A condition assessment was completed by City Care on 22/01/2020, with a separate site visit by Nigel Johnson on 05/04/2022.

Observations with accompanying pictures were used to estimate the cost to operate as a community facility.



### Building Summary:

Functional Location	FAC_1583
Building Area m2 (BLDG_B02)	497 (from SAP)
Site Area m2	4336 (1/2 Share)
Year of Construction	1978
Year of Last Refurbishment	unknown
NBS % / DEE	79% - DEE dated 09-07-2013 (TRIM 15/265150)
Additional Strengthening Required	No
Asbestos / Asbestos Management Plan	Yes (TRIM 20/838172)
Capacity	50
Carpark	25
Accessibility Access	Yes
Accessibility Facilities	Yes
Public Toilet Facilities	Yes
Staff Facilities	Tearoom & Toilets
Lift	No
HVAC	Existing
Building Warrant of Fitness	Yes (WOF/2020/879)
Heritage (HPT / District Plan)	No
Natural Hazards	No

### CAPEX: Estimated cost for a change of use of the building:

Costs are based on the current condition of the building.

As noted from the site visit, the building is in good condition but needs attention to the following:

- Staff on site mentioned that the roof is leaking with a prevailing southerly, internal guttering may need cleaning and that some roof repairs are potentially required.
- Semi-commercial kitchen required.
- New internal dividing walls and storage required.
- New ceiling mounted air conditioners; currently one leaks and the other “blows snow”.
- Some exterior tiles broken or missing, tiles in need of a good clean.
- Internal furnishings needed, including new blinds and curtains.
- New flooring material required.

Estimate to complete this work is \$335,000, Details including price variance is outlined below with detailed breakdown (Page 4) based on visual inspection.

Christchurch City Council Summary

Project: Capital Planning - Facilities Details: Hornby library - renovations  
Building: Existing Hornby Library

Description	Total
P & G	32,804
Landscaping	10,000
Building exterior	7,055
Building interior	92,565
Roof	5,000
Windows and Doors	17,784
Drainage	2,000
HVAC	84,957
Contractor Margin	24,996
Contractor Overheads	58,403
	<b>335,454</b>

**OPEX: - Combined Costs for Existing  
Hornby Library:**

Estimated annual operating costs are \$45,500 as below.

Scheduled Maintenance	Claim Quantity (FY20-21)	Estimated cost FY21-22
Building maintenance	1	\$ 3,229
Caretaking & cleaning services	1	\$ 10,789
Fire service contract	1	\$ 531
H/V contract	1	\$ 3,196
Maintenance fixed rate	1	\$ 2,180
Maintenance variable rate	1	\$ 5,515
Grounds maintenance	1	\$ 6,053
Refuse disposal fees	1	\$ 704
Security Patrol	1	\$ 2,625
	Sum	\$ 34,822
Power/energy	1	\$ 6,602
Insurance	1	\$ 4,009
Depreciation	1	Currently Excluded
	Sum	\$ 10,611
	Total	\$ 45,433

**Aerial Photo:**



**Assumptions and Exclusions:**

- Scheduled Maintenance costs have been taken from the Citycare FY21-22 facilities management price list.
- Costs to repurpose the building have been estimated based on the current information on building layout and the requirement for a new kitchen and associated works to bring the building up to a good standard.
- The building is central to Hornby and in close proximity to Hornby Mall.
- All values are 2022 base cost and not inflated.
- Energy use is based on historic actual costs, assuming future consumption levels will be similar.
- The estimated capital costs are based on Citycare's rates including material, labour and a management fee – consistent with Council's procurement rules. If a change of building ownership occurred, then the group could arrange for this work to be carried out by other contractors.
- The scheduling of work could be changed to suit available funds, there is no bundling and blending of like work in this report (i.e. painting).
- The Building Summary information is based on a visual inspection and available information and may not meet the current Building Code requirements.

Supporting Documents / Photos:



CAPEX: Detailed Breakdown



Project: Capital Planning - Facilities		Details: Hornby Library - renovations				
Building: Existing Hornby Library						
Description	Quantity	Unit	Rate	Subtotal	Factor	Total
<b>P &amp; G</b>						
Preliminary and general	1			32,604		32,604
						<b>32,604</b>
<b>Landscaping</b>						
Clean and linemark car park	1	sum	10,000.00	10,000		10,000
						<b>10,000</b>
<b>Building exterior</b>						
Office				1,815		1,815
Building exterior tiles - clean and replace broken	349	m2	15.00	5,240		5,240
						<b>7,055</b>
<b>Building interior</b>						
Kitchen				19,767		19,767
Office				4,840		4,840
Library				15,458		15,458
FF and E				27,500		27,500
Additional costs				25,000		25,000
						<b>92,565</b>
<b>Roof</b>						
Roofing - inspection, drain cleaning (Provisional sum)	1	sum	5,000.00	5,000		5,000
						<b>5,000</b>
<b>Windows and Doors</b>						
Windows coverings - Blinds	51	m2	100.00	5,081		5,081
Windows - anti graffiti	51	m2	250.00	12,703		12,703
						<b>17,784</b>
<b>Drainage</b>						
Drain inspection	1	sum	2,000.00	2,000		2,000
						<b>2,000</b>
<b>HVAC</b>						
Replace ceiling mounted heat pumps	6	ea	12,290.72	73,744		73,744
Replace office heat pump - Large - Office	1	ea	10,290.72	10,291		10,291
Range hood	1	ea	921.94	922		922
						<b>84,957</b>
<b>Contractor Margin</b>						
Margin (10%)	1		24,996.00	24,996		24,996
						<b>24,996</b>
<b>Project Overheads</b>						
Contingency (10%)	1		28,496.00	28,496		28,496
Internal CCC Overheads	1		19,997.00	19,997		19,997
Professional Fees	1		10,000.00	10,000		10,000
						<b>58,493</b>
						<b>335,454</b>

## Statutory and Policy Considerations

### Local Government Act 2002 considerations

#### 1.1 Section 138 Restriction on disposal of parks (by sale or otherwise)

- (1) *A local authority proposing to sell or otherwise dispose of a park or part of a park must consult on the proposal before it sells or disposes of, or agrees to sell or dispose of, the park or part of the park.*
- (2) *In this section,—*  
*dispose of, in relation to a park, includes the granting of a lease for more than 6 months that has the effect of excluding or substantially interfering with the public's access to the park*  
*park—*
  - (a) *means land acquired or used principally for community, recreational, environmental, cultural, or spiritual purposes; but*
  - (b) *does not include land that is held as a reserve, or part of a reserve, under the Reserves Act 1977.*

1.2 **Summary - Section 138** provides that “park” owned by the Council cannot be sold or otherwise disposed of unless the Council has first consulted on the proposed disposal. “Park” is defined as “land acquired or used principally for community, recreational, environmental, cultural, or spiritual purposes”, but excludes land held as reserve under the Reserves Act 1977. This definition encompasses the traditional concept of a park, being an area of land used for recreational purposes. However, the definition is an extended one that will capture uses outside the traditional concept of a park, including land generally open to the public, golf courses, beach areas, sports fields and venues, camping grounds, libraries, museums and public car-parks (where there is a “community” or public amenity element).

1.3 For land to be a “park” the community, recreational, environmental, cultural or spiritual purpose for which it is held must be the principal purpose for which the land is acquired or used.

1.4 If the Council does not adequately comply with section 138, where it applies, then there will be a risk of judicial review. If the Court decided that the matter was serious enough, it could quash any Council decision that has resulted from a flawed procedure.

1.5 **Section 76 Decision Making** *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.*

1.6 **Section 77 Requirements in relation to decisions** *A local authority must, in the course of the decision-making process,—*

1. *seek to identify all reasonably practicable options for the achievement of the objective of a decision; and*
2. *assess the options in terms of their advantages and disadvantages; and*
3. *if any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water, sites, waahi tapu, valued flora and fauna, and other taonga*

**1.7 Section 78 Community views in relation to decisions**

- (1) *A local authority must, in the course of its decision-making process in relation to a matter, give consideration to the views and preferences of persons likely to be affected by, or to have an interest in, the matter.*
- (3) *A local authority is not required by this section alone to undertake any consultation process or procedure.*

**1.8 Section 79 Compliance with procedures in relation to decisions**

- (1) *It is the responsibility of a local authority to make, in its discretion, judgments—*
  - (a) *about how to achieve compliance with sections 77 and 78 that is largely in proportion to the significance of the matters affected by the decision as determined in accordance with the policy under section 76AA; and*
  - (b) *about, in particular,—*
    - (i) *the extent to which different options are to be identified and assessed; and*
    - (ii) *the degree to which benefits and costs are to be quantified; and*
    - (iii) *the extent and detail of the information to be considered; and*
    - (iv) *the extent and nature of any written record to be kept of the manner in which it has complied with those sections.*
- (2) *In making judgments under subsection (1), a local authority must have regard to the significance of all relevant matters and, in addition, to—*
  - (a) *the principles set out in section 14; and*
  - (b) *the extent of the local authority's resources; and*
  - (c) *the extent to which the nature of a decision, or the circumstances in which a decision is taken, allow the local authority scope and opportunity to consider a range of options or the views and preferences of other persons.*
- (3) *The nature and circumstances of a decision referred to in subsection (2)(c) include the extent to which the requirements for such decision-making are prescribed in or under any other enactment (for example, the Resource Management Act 1991).*

**1.9 Section 80 Identification of inconsistent decisions**

- (1) *If a decision of a local authority is significantly inconsistent with, or is anticipated to have consequences that will be significantly inconsistent with, any policy adopted by the local authority or any plan required by this Act or any other enactment, the local authority must, when making the decision, clearly identify—*
  - (a) *the inconsistency; and*
  - (b) *the reasons for the inconsistency; and*
  - (c) *any intention of the local authority to amend the policy or plan to accommodate the decision.*
- (2) *Subsection (1) does not derogate from any other provision of this Act or of any other enactment.*

**1.10 Section 81 Contributions to decision-making processes by Māori**

- (1) *A local authority must—*
  - (a) *establish and maintain processes to provide opportunities for Māori to contribute to the decision-making processes of the local authority; and*

- (b) consider ways in which it may foster the development of Māori capacity to contribute to the decision-making processes of the local authority; and*
- (c) provide relevant information to Māori for the purposes of paragraphs (a) and (b).*
- (2) A local authority, in exercising its responsibility to make judgments about the manner in which subsection (1) is to be complied with, must have regard to—*
  - (a) the role of the local authority, as set out in section 11; and*
  - (b) such other matters as the local authority considers on reasonable grounds to be relevant to those judgments.*

**1.11 Section 82 Principles of consultation**

- (1) Consultation that a local authority undertakes in relation to any decision or other matter must be undertaken, subject to subsections (3) to (5), in accordance with the following principles:*
  - (a) that persons who will or may be affected by, or have an interest in, the decision or matter should be provided by the local authority with reasonable access to relevant information in a manner and format that is appropriate to the preferences and needs of those persons:*
  - (b) that persons who will or may be affected by, or have an interest in, the decision or matter should be encouraged by the local authority to present their views to the local authority:*
  - (c) that persons who are invited or encouraged to present their views to the local authority should be given clear information by the local authority concerning the purpose of the consultation and the scope of the decisions to be taken following the consideration of views presented:*
  - (d) that persons who wish to have their views on the decision or matter considered by the local authority should be provided by the local authority with a reasonable opportunity to present those views to the local authority in a manner and format that is appropriate to the preferences and needs of those persons:*
  - (e) that the views presented to the local authority should be received by the local authority with an open mind and should be given by the local authority, in making a decision, due consideration:*
  - (f) that persons who present views to the local authority should have access to a clear record or description of relevant decisions made by the local authority and explanatory material relating to the decisions, which may include, for example, reports relating to the matter that were considered before the decisions were made.*
- (2) A local authority must ensure that it has in place processes for consulting with Māori in accordance with subsection (1).*
- (3) The principles set out in subsection (1) are, subject to subsections (4) and (5), to be observed by a local authority in such manner as the local authority considers, in its discretion, to be appropriate in any particular instance.*
- (4) A local authority must, in exercising its discretion under subsection (3), have regard to—*
  - (a) the requirements of section 78; and*

- (b) *the extent to which the current views and preferences of persons who will or may be affected by, or have an interest in, the decision or matter are known to the local authority; and*
  - (c) *the nature and significance of the decision or matter, including its likely impact from the perspective of the persons who will or may be affected by, or have an interest in, the decision or matter; and*
  - (d) *the provisions of Part 1 of the Local Government Official Information and Meetings Act 1987 (which Part, among other things, sets out the circumstances in which there is good reason for withholding local authority information); and*
  - (e) *the costs and benefits of any consultation process or procedure.*
- (5) *Where a local authority is authorised or required by this Act or any other enactment to undertake consultation in relation to any decision or matter and the procedure in respect of that consultation is prescribed by this Act or any other enactment, such of the provisions of the principles set out in subsection (1) as are inconsistent with specific requirements of the procedure so prescribed are not to be observed by the local authority in respect of that consultation.*

#### 1.12 In Summary Section 78 - 82 Local Government Act 2002

These sections set out the council's requirements in terms of decision making in summary that:

- All reasonably practicable options for the achievement of the objective of a decision.
- Consideration is given to the views and preferences of persons likely to be affected by, or to have an interest in, the matter.
- Judgements are required about how to achieve compliance with these issues. Those judgements in determining degree and scope are largely in proportion to the significance of the matters affected by the decision.
- Decisions inconsistent with council policy are identified and rationalised.
- Opportunities are provided for Māori to contribute to the decision-making processes.
- That any consultation is fit for purpose and at the councils discretion appropriate in any particular instance

#### Section 40 Public Works Act 1981 consideration

##### 1.13 Section 40 Disposal to former owner of land not required for public work

- (1) *Where any land held under this or any other Act or in any other manner for any public work—*
- (a) *is no longer required for that public work; and*
  - (b) *is not required for any other public work; and*
  - (c) *is not required for any exchange under section 105—*

*the chief executive of the department within the meaning of section 2 of the Survey Act 1986 or local authority, as the case may be, shall endeavour to sell the land in accordance with subsection (2), if that subsection is applicable to that land.*

- (2) *Except as provided in subsection (4), the chief executive of the department within the meaning of section 2 of the Survey Act 1986 or local authority, unless—*
- (a) *he or it considers that it would be impracticable, unreasonable, or unfair to do so; or*
  - (b) *there has been a significant change in the character of the land for the purposes of, or in connection with, the public work for which it was acquired or is held— shall offer to sell the land by private contract to the person from whom it was acquired or to the successor of that person—*
  - (c) *at the current market value of the land as determined by a valuation carried out by a registered valuer; or*
  - (d) *if the chief executive of the department within the meaning of section 2 of the Survey Act 1986 or local authority considers it reasonable to do so, at any lesser price.*
- (2A) *If the chief executive of the department within the meaning of section 2 of the Survey Act 1986 or local authority and the offeree are unable to agree on a price following an offer made under subsection (2), the parties may agree that the price be determined by the Land Valuation Tribunal.*
- (3) *Subsection (2) shall not apply to land acquired after 31 January 1982 and before the date of commencement of the Public Works Amendment Act (No 2) 1987 for a public work that was not an essential work.*
- (4) *Where the chief executive of the department within the meaning of section 2 of the Survey Act 1986 or local authority believes on reasonable grounds that, because of the size, shape, or situation of the land he or it could not expect to sell the land to any person who did not own land adjacent to the land to be sold, the land may be sold to an owner of adjacent land at a price negotiated between the parties.*
- (5) *For the purposes of this section, the term successor, in relation to any person, means the person who would have been entitled to the land under the will or intestacy of that person had he owned the land at the date of his death; and, in any case where part of a person's land was acquired or taken, includes the successor in title of that person.*

- 1.14 **In summary** - Section 40 requires that where land is held by the Council for a public work and it is no longer required for that public work, or any other public work, then, subject to certain exceptions, the land must be "offered back" at market value to the person from whom it was acquired, or their successor.

#### **Dealing Unilaterally**

- 1.15 The Council's standard process to dispose of land is to adopt a transparent disposal process, usually by public tender or auction. The Council does this to meet the requirements of the Local Government Act 2002 in relation to prudence (section 101(1)), undertaking business activities in accordance with sound business practice (section 14(1)(f)), and achieving most cost effective outcomes (sections 10 and 11). This is also required by the Council's policy "Property – process for disposal of Council property within the central city area" except where there is a clear reason for not using public

tender". The Auditor-General's "Procurement Guidelines", which are not mandatory, also support transparent processes for major transactions.

- 1.16 At a more basic level, some form of contestable process provides a clearer basis for achieving compliance with the obligation in section 77 of the Local Government Act 2002 to identify and assess all reasonable practicable options for achieving the objective of any decision.
- 1.17 A departure from the Council's standard policy of transparent disposal, could be addressed by compliance with section 80 of the Local Government Act 2002 which requires explicit disclosure of a significant departure from policy, the reasons for it, and any intention to amend the relevant policy.
- 1.18 Establishing a mandate for the uncontested transfer of land could be achieved by consultation in conjunction with compliance with any section 78 and/or 138 obligations.

## DEALING UNILATERALLY WITH UNIQUE AND UNSOLICITED PROPOSALS RRELATED TO LAND

### **Executive Summary**

When first considering an unsolicited proposal to dispose of land through a unilateral dealing with a proposer it is important to consider that pathway may lead at some stage to a declaration that the property is surplus and possibly trigger offer back obligations and a positive obligation to sell the property whether to the proposer or not. In this regard it is always best to be strategic planned and proactive rather than reactive as the latter could lead to a loss of control over the process and outcome.

### **Issues to be considered**

There is no prescribed process or sequence to follow when considering an unsolicited proposal but there are a number of factors to be considered and worked through. At a high level the issues are as follows:

The decision will need to be made by the full Council (there is no delegation to dispose of property) based on a full options report, in making that decision the following matters will need to be taken into consideration:

- The nature and full understanding of the proposal.
- The nature of the land subject to the proposal and associated issues.
- The value proposition of the proposal e.g. costs and benefits and where responsibility for these will be incurred.
- Understanding and meeting or departing from the Councils obligations, processes, policies, delegations and statutory requirements as they relate to the proposal. These will include:
  - The Local Government Act Section 14 – “Principles Relating to Local Authorities”.
  - Council policy as it relates to the disposal of land.
  - Council’s significance and engagement policy / consultation requirements.
  - The Local Government Act 2002 Section 80 – “Identification of inconsistent decisions”
  - Auditor-General's 'Procurement Guidelines.
  - MBIE's Guidance on Unsolicited Unique Proposals
  - RMA / Consenting Issues.
  - The Local Government Act 2002 Section 82 – “Principles of consultation.”
  - The Local Government Act 2002 Section 78 “Community views in relation to decisions.”
  - The Local Government Act 2002 Section 138 “Restriction on disposal of parks (by sale or otherwise)”

### Suggested Sequencing

It is important when receiving a proposal to devise a process that is efficient, effective, deals with all of the above matters and manages the proposer's expectations.

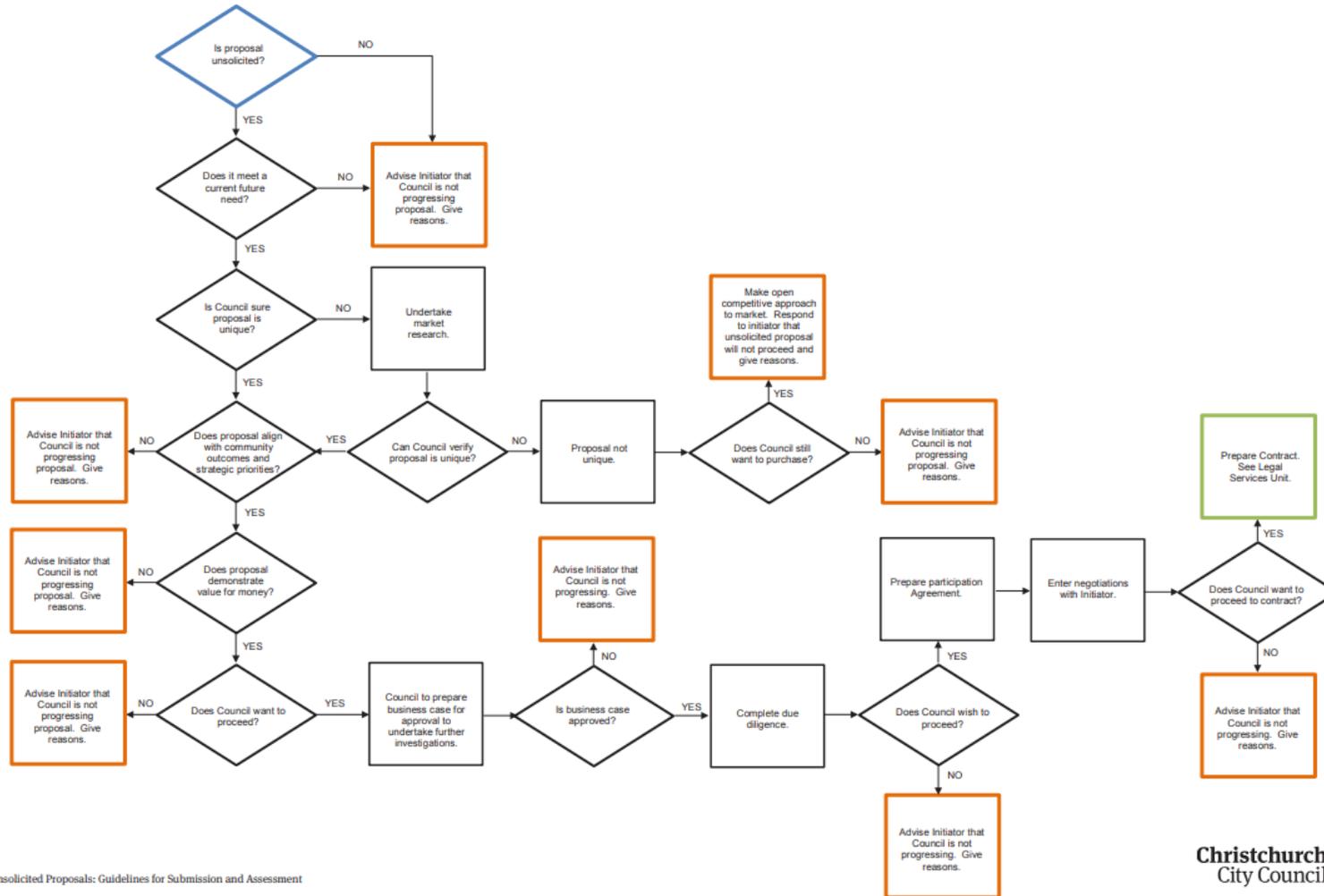
More often than not these approaches come in the form of a good or well-intentioned idea. It is best to let the applicant know early what the process will look like and the amount of information that will be required to support that. The following sets out a suggestion of the sequencing this is reasonably general as each proposal may give rise to bespoke issues and requirements. The principles to be dealt with will however not change:

- Establish the level of information required from the proposer (refer below for an example).
- Consider whether this is a proposal to be pursued and seek a decision on that e.g. senior management, ET, Community Board, Council.
- Work with the proposer to establish information requirements and process.
- Undertake an analysis on all of the above matters.
- Enter into a negotiation.
- Enter into a conditional "agreement".
- Put an options report to Council, to seek agreement to consider the proposal, in doing so establish and commence the process which is likely to include public consultation.
- Commence public consultation.
- Report to Council on the outcomes of the public consultation and to seek a decision on the proposal.
- Abandon or action the "agreement" to give effect to the proposal.

The Council's Unsolicited proposals guidelines for submission and assessment also contain a useful Assessment process flowchart flow chart along with other matters to be considered: <https://ccc.govt.nz/the-council/plans-strategies-policies-and-bylaws/policies/council-organisational-policies/christchurch-city-council-unsolicited-proposals-2018/>

7 Assessment process flowchart

Council reserves the right to decline any unsolicited proposals at any stage of the analysis process and request proposals from the open market. Even if the proposal meets Council's needs and any key criteria identified it may not be in line with Council's priorities and the Council may not proceed with it.



Unsolicited Proposals: Guidelines for Submission and Assessment

## Detail

### **The Local Government Act Section 14 – “Principles Relating to Local Authorities”.**

The Council must consider and meet the requirements of this section 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.

### **Council policy as it relates to the disposal of land.**

The relevant Council policy as recorded in the Council’s Policy Register is as follows:

#### ***Disposal of Council property within the central city area.***

1. *That the Council's policy of publicly tendering properties for sale unless there is a clear reason for doing otherwise be confirmed as applying to all areas of the City with the exception of the area in which the (interim) Central City Board is active in pursuit of Council revitalisation goals.*
2. *That it be confirmed that all such sales of Council land must be approved in the normal way by the full Council.*

### **Council’s significance and engagement policy.**

The significance of any decision needs to be considered in the context of the Council’s significance and engagement policy. This considers matters such as:

- Number of people affected and/or with an interest.
- Level of impact on those people affected.
- Level of community interest already apparent for the issue, proposal or decision, or the potential to generate community interest.
- Level of impact on Māori, Māori culture and traditions.
- Possible environmental, social and cultural impacts.
- Possible costs/risks to the Council, ratepayers and wider community of carrying out the decision.
- Possible benefits/opportunities to the Council to carry out its role and functions.
- Whether the impact of a decision can be easily reversed.
- Whether the ownership or function of a strategic asset is affected.

### **The Local Government Act 2002 Section 80 – “Identification of inconsistent decisions”**

Section 80 of the Local Government Act 2002 specifically allows the Council to depart from policy, if it complies with the requirements of that section and identifies the inconsistency with the policy, the reasons for the inconsistency and any intention to amend the policy to accommodate the decision. If this proposal is proceeded with, a future staff report will deal with this issue definitively.

If Council departs from the policy to publically tender properties for disposal it should consider the:

- Ministry of Business, Innovation and Employment 'Unsolicited Unique Proposals -How to deal with uninvited bids;' guidance for government entities dated May 2013 (the guide) to provide guidance and a structured approach for considering unsolicited proposals; and
- Auditor-General's:
  - 'Procurement Guidelines'
  - 'Principles to underpin management by public entities of funding to non-government organisations';
  - and 'Public sector purchases, grants and gifts: managing funding arrangements with external parties'

### **Auditor-General's 'Procurement Guidelines.**

In addition the Council should consider the Auditor-General's Guidelines' list above. While not mandatory these Guidelines provide 'best practice' when procuring goods or services and dealing with non-government organisations.

The Procurement Guidelines state that, in principle, “advertising an open request for tender for all proposals should be the preferred method for higher value and/or higher risk procurement”. However, the Guidelines acknowledge that a conventional market model may not fit because of the strategic importance of the relationship with the provider, and that in some situations “it may be more useful to give greater weight to the relationship or strategic dimensions of the contract and to develop other systems to manage the dimensions usually managed by competitive market mechanisms, which include recording the reasons for not wishing to seek competitive tenders on the open market (to address transparency concerns) and addressing the key considerations identified in the MBIE and Auditor-General Guidelines; and

### **MBIE's Guidance on Unsolicited Unique Proposals**

The Ministry of Business, Innovation and Employment 'Unsolicited Unique Proposals - How to deal with uninvited bids'; guidance for government entities dated May 2013 recommends that 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.

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.

Should Council proceed with an 'Unsolicited Unique Proposal' it should ensure it considers and records:

- How the proposal meets a current or future need such as an 'opportunity for economic development or general well-being of New Zealanders;
- What level of due diligence it has undertaken in relation to the supplier;
- How it has satisfied itself that the proposal represents best value for money over whole of life.

**The Local Government Act 2002 Section 82 – “Principles of consultation.”**

- Comply with the principles of consultation set out in section 82 of the Local Government Act 2002.

**The Local Government Act 2002 Section 76 - 82 “Decision making and principles of consultation”**

- 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. This 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.
- 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 81 provides contributions to decision making by Maori.
- Section 82 sets out the principles of consultation.

**The Local Government Act 2002 Section 138 “Restriction on disposal of parks (by sale or otherwise)”**

Section 138 of the Local Government Act 2002 requires the Council to consult on any proposal to dispose of a park. Park means land acquired or used principally for community, recreational, environmental, cultural, or spiritual purposes, but does not include land that is held as a reserve, or part of a reserve, under the Reserves Act 1977.

Section 138 simply creates an obligation to consult, and does not provide any further guidance on the form of the consultation. Therefore, in the absence of any guidance from section 138, it is appropriate for the Council to determine and design a consultation process that is appropriate to the

particular circumstances of the case. The process that is designed must comply with the principles of consultation set out in section 82 of the Local Government Act 2002 and the Councils significance and engagement policy.

Along with enabling the Council to comply with its obligations in section 78 of the Local Government Act 2002 to consider the views and preferences of persons likely to be affected by, or have an interest in the decision whether or not to grant an option and enter into a lease.

### **Consultation**

In determining the consultation process, the Council should be guided by its Significance and Engagement Policy (SEP). Under the SEP, the level of consultation/engagement required will depend on the level of significance of the matter.

Timing - from a consultation perspective, it is desirable to have a reasonably high level of certainty about a proposal when it is consulted on, so the public is fully informed, and their feedback is as relevant as possible to the final project. If consultation is undertaken before the arrangements are significantly advanced, then it is possible that changes that occur during subsequent negotiations, could require follow up consultation. The feedback that is received during the consultation process needs to be relevant and up to date when the Council makes the decision regarding whether or not to grant the option/lease

### **Property Specific Issues**

Obviously in working through any proposal consideration needs to be given to any issues that arise from a specific property that will need to be attended to e.g. value, status, contamination, offer back obligations etc.

### **RMA / Consenting Issues**

There will be a number of RMA requirements and consenting issues that need to be considered by the proposer and are recommended to form part of their due diligence process at an early stage In particular the latter which may constrain the ability to follow through on the proposal.

## **Proposal Information**

“Ideally the proposer should provide the following information. (Subject only to statutory requirements, all commercially sensitive information will be treated as such. If commercially sensitive information is required to be reported to Council, it will be in the public excluded section of any order paper).

1. An outline of what the concept and purpose of the proposal is.
2. How the proposal will add value e.g. cultural, community, social, economic, environmental etc.
3. The target market (users/beneficiaries) of the proposal, e.g. children, youths, adults, the elderly, families, students etc.

4. Any research that has been undertaken to ascertain the following:
  - (a) Need for the proposal.
  - (b) Numbers of potential customers that would avail themselves of the proposal.
  - (c) Demographics
  - (d) Market research
  - (e) Value research
  - (f) Supply and demand analysis
  
5. How the capital is going to be financed. (If more than one source is to be used please show the percentage of each source.
  - i) Own capital
  - ii) Loan – personal
    - unsecured
    - secured
  - iii) Mortgage
  - iv) General Security Agreement
  - v) Shares
  
6. On-site promotional signage and advertising.
  
7. Time frame for establishing the proposal.
  
8. How the proposal is going to be staffed.

Staffing – advise whether the applicant is an owner/operator and/or the extent (if any) to which staff will be employed in the business. Where staff are to be employed the names and details of key staff are to be supplied.
  
9. Operational Budget and Cash Flow Forecasts

Should include the following items:

  - a) Asset maintenance and replacement.
  - b) Staffing costs.
  - c) Interest costs.
  - d) Other operational costs.
  
10. Proposed charging schedule.
  
11. Risk Assessment
  - a) Break even volumes that is a minimum level of business required to ensure business will not operate at a loss.
  - b) Contingency plans or arrangements should expected sales values not be achieved.
  - c) Identify risks and contingency plans.
  
12. Potential adverse effects.
  - (a) Health and Safety issues which will need assessing in Health and Safety Plan. Applicant to confirm that they will have in place a Health and Safety Management Plan.
  - (b) Environmental impact.

- (c) Impact on Council assets, e.g. buildings, land etc.
  - (d) Traffic considerations.
13. Proposed hours/days of operation, identifying seasonal variations, if any.
  14. Tenure Issues e.g. required licences or leases, ownership
  15. Insurances
    - Public liability (a minimum of \$1,000,000 is required by Council.
    - Asset Insurance.
    - Cash handling insurance.
  16. Experience
    - In owning/and operating a business.
    - In operating a recreation business.
  17. References – provide written references as to character and business experience of the applicant and key staff.”

## 13. Community Organisation Loan Scheme - Union and Community Health Centre Incorporated / Piki Te Ora

Reference / Te Tohutoro: 22/872799

Report of / Te Pou Matua: Joshua Wharton, Community Partnerships & Planning Advisor,  
Joshua.Wharton@gmail.com

General Manager / Pouwhakarae: Mary Richardson, General Manager, Citizens & Community

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

- 1.1 The purpose of this report is to consider an application to the Community Organisation Loan Scheme. This report is staff generated after receiving a loan application from Union and Community Health Centre Incorporated (Piki Te Ora) for up to \$750,000 to support their purchase of the facility they are currently renting at 201 Linwood Avenue for use as a community health centre.
- 1.2 Staff analysis confirms that Piki Te Ora are eligible for a community loan (Attachment A), have the financial capability to support the repayment schedule and can offer robust security to mitigate any risk of non-repayment to Council.
- 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 evaluating the number of people impacted, the impact of the services provided through Piki Te Ora, the risk to the organisation if this loan was not granted, and the fact that community loans are a level of service in the 2021/31 Long Term Plan.

### 2. Officer Recommendations Ngā Tūtohu

That the Council:

1. Approves a Community Loan to Union and Community Health Centre Incorporated of up to \$750,000 at a 4.5% interest rate for a period of ten (10) years towards the purchase of the land and freehold property at 201 Linwood Avenue; title CB46B/914 for use as a community health centre.
2. Resolves that the Union and Community Health Centre Incorporated Loan be conditional upon:
  - a. Council taking a new first registered mortgage over the property and 1,543m<sup>2</sup> of land at 201 Linwood Avenue, Linwood.
  - b. Union and Community Health Centre Incorporated raising sufficient funds in order to complete the purchase.
  - c. That Union and Community Health Centre Inc. will only draw down sufficient loan funding the complete the purchase.
3. Approves the first 12 months of loan repayments from Union and Community Health Centre Incorporated to be interest-only, with the balance of the loan to be settled over the remaining 9 years of the term.

4. Delegates to the Head of Community Support and Partnerships the authority to enter into the necessary agreements to implement Council's decision noting that loan documentation will be prepared by Council's Legal and Democratic Services Unit.

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

- 3.1 The recommended loan facility of up to \$750,000 will allow Piki Te Ora to proceed with the purchase of the facility that they currently occupy at 201 Linwood Avenue.
  - 3.1.1 Piki Te Ora currently pay \$169,000 annually in rent to the current owner – Bellross Holdings Limited. Based on current funding predictions the expected loan drawdown will be \$600,000. The annual Community Loan repayment amounts based on the expected drawdown will be significantly less than the current rent; between \$93,000 and \$75,000 as the principal is paid over time.
  - 3.1.2 Piki Te Ora have raised the majority of the purchase price. \$975,000 through the sale of their premises at 413 Cashel Street, a grant of \$275,000 from the Rata Foundation, and have \$750,000 in pre-existing cash reserves to contribute to the purchase. Fundraising is ongoing.
  - 3.1.3 Piki Te Ora can offer robust security on Council's loan via a new first registered mortgage over the property and 1,543m<sup>2</sup> of land at 201 Linwood Avenue, Linwood.
  - 3.1.4 The maximum value of the loan (\$750,000) provides certainty that that sufficient funding is available to complete the purchase. Due to ongoing fundraising and other third party contributions Piki Te Ora anticipate the actual drawdown not to exceed \$600,000. Piki Te Ora will only be able to drawdown funds to complete the purchase.
  - 3.1.5 If the purchase is not able to be completed, Piki Te Ora have an agreement in place to continue to lease the premises at 201 Linwood Avenue.
  - 3.1.6 Awarding this Community Loan will allow Piki Te Ora Clinic to establish its long-term future serving low-income and minority communities on the east of Christchurch through low-cost and accessible healthcare options. With lower annual operating costs, the centre will be able to subsidise healthcare for a greater number of individuals, or to further subsidise the costs of existing clients.
  - 3.1.7 At the end of the loan period Piki Te Ora will have own a valuable freehold building in their own right.

### 4. Alternative Options Considered Ētahi atu Kōwhiringa

- 4.1 Option A: Decline the loan application. Not recommended.
  - 4.1.1 Declining the loan application would mean that Piki Te Ora continue to rent the premises at 201 Linwood Avenue and continue paying the \$169,000 annually in rent to the current owners. As such they would not have the capacity to expand their low-cost healthcare services to more residents. Piki Te Ora have also sold their rental premises on Cashel Street, so the capital raised from that sale would sit in cash reserves until the remaining amount could be fundraised.
- 4.2 Option B: Award a partial loan. Not recommended.
  - 4.2.1 Awarding a partial loan would not provide Piki Te Ora with enough funds to purchase the property at 201 Linwood Ave.

## 5. Detail Te Whakamahuki

- 5.1 Piki Te Ora Clinic places a priority on creating an inclusive environment for Māori, Pasifika, as well as refugee and migrant (CALD) families, as part of their low-cost service to communities on the east of Christchurch. As of reporting at 30 June 2021, their current ethnic population makeup is as follows: 36% European, 24% Māori, 10% Pacific Peoples, 26% Asian, 4% Middle Eastern/Latin/South American/African.
- 5.2 Alongside ownership of the land and facility on Linwood Road, Piki Te Ora Clinic will no longer be required to contribute \$169,000 towards rent annually. This will relieve financial pressure on the organisation, even when considering community loan repayments and building maintenance costs. These savings will allow Piki Te Ora to either service an increased number of clients annually, or increase the subsidy provided. Once the loan is fully repaid, this capacity will only increase further, ensuring the longevity and stability of Piki Te Ora in their current location.
- 5.3 Piki Te Ora Clinic is a registered VLCA – Very Low Cost Access health provider, offering nurse visits for just \$5, and Doctors visits for \$19.50. This low cost helps to reduce barriers to accessing healthcare for those with a low socio-economic status.
- 5.4 The Centre operates in a cost-effective manner, with nearly half of the staff serving in a volunteer capacity, donating an estimated 250 hours of their time each week. The operational costs of the centre itself are well supported by Central Government, funding which has seen the centre run with a financial surplus over the last two financial years.
- 5.5 Community perspectives for this project are incredibly positive. Partners at MSD Linwood, Connected, Te Putahitanga and The Loft see the services from Piki Te Ora as key for supporting the health of lower socio-economic communities. They confirm the reports from Piki Te Ora that a large diversity of individuals use the centre, including minority communities that might not go elsewhere; and that it is regarded as a quality and well-utilised service base.
- 5.6 The decision most significantly affects residents from the following Community Board areas:
  - 5.6.1 Waikura Linwood-Central-Heathcote
  - 5.6.2 Waitai Coastal-Burwood

## 6. Policy Framework Implications Ngā Hiraunga ā- Kaupapa here

### Strategic Alignment Te Rautaki Tīaroaro

- 6.1 Te Haumako; Te Whitingia Strengthening Communities Together Strategy
  - 6.1.1 Pillar 1 – People: *Objective 1.3*. Continue to build on the relationships and achievements developed with multi-ethnic and multicultural communities through the Multicultural Strategy – Our Future Together.
  - 6.1.2 Pillar 2 – Place: *Objective 2.3*. Support the community activation and kaitiakitanga of public places and spaces.
  - 6.1.3 Pillar 3 – Participation: *Objective 3.4*. Increase volunteering opportunities across the Council and the wider community and support the organisations providing such opportunities.
  - 6.1.4 Pillar 4 – Preparedness: *Objective 4.2*. Support the capacity of the community and voluntary sector to understand, plan, adapt and respond to risk, disruption and change.
- 6.2 This report supports the [Council's Long Term Plan \(2021 - 2031\)](#):
  - 6.2.1 Activity: Community Development and Facilities

- Level of Service: 2.3.1.1 Provide funding for projects and initiatives that build partnerships; resilient, engaged and stronger communities, empowered at a local or community of interest level. - 95% or more of reports presented demonstrate benefits that align to CCC community outcomes, Council's strategic priorities and, where appropriate Community Board plans

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

6.3 The decision is consistent with the following Council Plans and Policies:

6.3.1 Te Haumako; Te Whitingia Strengthening Communities Together Strategy.

6.3.2 The Community Organisations Loans Scheme Guidelines.

### **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. This is primarily because the decision is whether to approve a loan and not whether to support the related services or not.

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

6.5 There are no significant climate change considerations as this decision involves the consideration of a community loan to support an activity (community healthcare) that has minimal climate change impact.

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

6.6 Accessibility considerations apply to the activity supported by the loan, community healthcare, rather than the loan application. As such there are no accessibility considerations.

## **7. Resource Implications Ngā Hīraunga Rauemi**

### **Capex/Opex / Ngā Utu Whakahaere**

7.1 Cost to Implement – approximately \$400 of staff time which is provided for within existing budgets.

7.2 Maintenance/Ongoing costs:

7.2.1 The cost of monitoring a new loan and its repayments will be minimal as it will be undertaken alongside the monitoring of other current community loans.

7.2.2 Interest repayments will cover Council's cost of borrowing within the repayment schedule of the loan.

7.3 Funding Source - the loan will be funded through the Community Organisation Funding Scheme, which has sufficient funds to support this arrangement.

7.4 Council's funding and finance teams have provided advice confirming the ability of the applicant to repay the loan. The amount and nature of the security against the loan will cover all Council's costs in the event of a default.

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

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

8.1 The statutory power to undertake the proposal derives from Council's Status and Powers in S12 (2) of the LGA 2002.

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

8.2 There is legal context relevant to this decision, and Council's Legal Services Unit has provided advice in support of this recommendation. If approved, staff from the Legal Services Unit will oversee all loan agreement documentation.

## 9. Risk Management Implications Ngā Hīraunga Tūraru

9.1 The principal risk to Council is that Union and Community Health Centre fail to repay their loan.

9.1.1 This risk is mitigated by security on the loan of a first registered mortgage agreement over the facility at 201 Linwood Avenue as detailed in staff recommendation 2.a.

## Attachments / Ngā Tāpirihanga

No.	Title	Page
A  	Community Organisation Loans Scheme - Guidelines	250
B  	Piki Te Ora Community Loan Matrix	251

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

Document Name	Location / File Link
Not applicable	

## Confirmation of Statutory Compliance / Te Whakatūrutanga 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>	Josh Wharton - Community Partnerships & Planning Advisor John Filsell - Head of Community Support and Partnerships
<b>Approved By</b>	Peter Langbein - Finance Business Partner John Filsell - Head of Community Support and Partnerships Mary Richardson - General Manager Citizens & Community

## Guide to Christchurch City Council's Community Funding Schemes

### Community Organisation Loans Scheme

#### Purpose

The Community Organisations Loan Scheme is designed to help organisations to improve or develop new or existing facilities and other major projects.

Loans are for a maximum of 10 years (normally 5 years) at 4.5% interest per annum. Organisations who have the ability to repay loans are encouraged to apply for this means of assistance for major capital projects.

#### Eligibility

Applications are invited from eligible not-for-profit groups whose activities provide opportunities in the areas of community, social, recreation, sports, arts, environment or heritage to the wider community or to specifically defined communities of interest.

To be eligible, the organisation must be incorporated under the Incorporated Societies Act 1908 or the Charitable Trusts Act 1957 and must have provision in their constitution to borrow money.

#### Criteria

The following criteria must be met by all applicants:

- » A community based not-for-profit community, recreation, sporting, arts, social service, environment or heritage organisation.
- » Be based in the Christchurch City Council area with funded programmes or services being provided primarily for Christchurch City Council residents.
- » Must have provided accountability reports for all previous Council funding and have no unresolved or outstanding accountability issues including outstanding debt to Council.
- » Must have had the funding application approved at a properly convened committee meeting and in writing.
- » Must provide evidence of the need for the project.
- » Have appropriate financial management, accounting, monitoring and reporting practices.
- » Be able to provide security against their loan by way of mortgage or other financial instrument.
- » Make loan repayments on a quarterly basis.
- » Have sound governance and appropriate operational capability and capacity to deliver to the level as agreed.
- » Be able to commit to collaboration and partnering, where appropriate.

#### How to apply

By completing a Community Organisations Loan Scheme application form. These are available at all Council Service Centres and the Civic Office and online at [www.ccc.govt.nz](http://www.ccc.govt.nz)

#### Further Assistance

CCC Customer Call Centre

03 941-8999 or [communitygrants@ccc.govt.nz](mailto:communitygrants@ccc.govt.nz)

Christchurch City Council - Guide to Community Funding >  
[Community Organisations Loan Scheme](#)

Christchurch  
City Council 

## COMMUNITY LOANS SCHEME DECISION MATRIX

### Priority Rating

- 1 Meets all eligibility and criteria, contributes significantly to Funding Outcomes and Priorities and strongly satisfies the risk, debt servicing, alignment and security considerations. Strongly recommended for funding.  
 2 Meets all eligibility and criteria, contributes to Funding Outcomes and Priorities and satisfies the risk, debt servicing, alignment and security considerations. Recommended for funding.  
 3 Meets all eligibility and criteria, has minimum contribution to Funding Outcomes and Priorities and/or has minimal or no satisfactory coverage relating to risk, debt servicing, alignment and security considerations. Not recommended for funding

Organisation Name	Project Description	Amount Requested	Total Project Cost	Amount Recommended	Council Funding History	Recommendation	Priority
Union and Community Health Centre Incorporated - Piki Te Ora Clinic	Piki Te Ora is seeking to purchase the premises they currently rent and occupy at 201 Linwood Avenue. Achieving this purchase will support the charity to continue to offer low-cost health practices to the eastern suburbs of Christchurch, and to expand the range of subsidiary services at this clinic to cover holistic family need.	Up to \$750,000	\$2,750,000	Up to \$750,000	Nil.  <b>Other Funding Sources GST Excl.</b>  Funds on Hand - \$759,334 Sale of Property - \$975,000 Rata Foundation - \$275,000 Pub Charity - \$100,000 (Pending)	<b>That the Council:</b> Approve a Community Organisation Loan Scheme loan facility to Union and Community Health Centre Incorporated of up to \$750,000 for a period of ten (10) years at an interest rate of 4.5% per annum; the first year of which will be interest-only. The loan is to be used to complete the purchase of the Piki Te Ora Clinic at 201 Linwood Avenue subject to the following: <ul style="list-style-type: none"> <li>That Union and Community Health Centre Inc. are able to raise sufficient funds to complete the purchase.</li> <li>That Council take a new first registered mortgage over the property and 1,543m<sup>2</sup> of land located at 201 Linwood Avenue, Linwood.</li> <li>That Union and Community Health Centre Inc. will only draw down sufficient loan funding the complete the purchase.</li> </ul>	<b>1</b>

### Project Description and Staff Recommendation:

<p><b>Organisation Overview:</b>                      Piki Te Ora Clinic is a low-cost healthcare practice charging just \$19.50 for a doctor's consultation or \$5.00 for a nurse visit. The organisation cares for approximately 6,000 patients from a variety of ethnic backgrounds. Geographically, the health centre accepts patients from the lower-socio-economic areas of Avondale, Bromley, Bexley, Dallington, Linwood, New Brighton, Phillipstown, Richmond, Shirley, and Wainoni. The organisation's aim is to remove financial barriers for people living in these areas to accessing basic health services.</p> <p>The organisation is a registered Charity, and raises its own revenue primarily through three streams. Firstly, through contracts to deliver Primary Health Organisation services, then as a contracted deliverer of Care Plus for the Ministry of Health, and finally as a registered VLCA (Very Low Cost Access Scheme). The population base of Piki Te Ora Clinic is currently made up of 36% European, 26% Asian, 24% Maori, 10% Pacific Peoples, and 4% Middle Eastern clients. These individuals are all from higher needs areas of community including refugee and migrant communities. These groups likely would not access health services elsewhere, and therefore find incredible value in the low-cost health support that Piki Te Ora is able to offer.</p> <p><b>The Loan Application:</b>                      Piki Te Ora have successfully sold their previous property at 413 Cashel Street for \$975,000 in support of the purchase of the facility and land at 201 Linwood Avenue. A purchase price for the Linwood Street Site has been agreed with Bellross Holdings Limited for \$2,750,000. The settlement date for this agreement is the 31<sup>st</sup> of August 2022. To support the successful completion of this purchase, alongside fundraising efforts, they are seeking a Community Loan of up to \$750,000.</p> <p>Piki Te Ora currently pay \$169,000 annually towards rent at 201 Linwood Ave. Over a period of 10 years, debt repayment amounts (allowing for interest of 4.5%) on a loan would be significantly less than this amount (<i>starting at around \$93,000 per year following 12 months of interest-only payments and reducing to \$75,000 p.a. as the principal is repaid</i>). Successfully purchasing this facility would liberate their current rent costs to instead be directed towards debt repayment and facility/service improvement. Furthermore, they have recorded healthy operating surpluses of \$334,000 and \$191,500 in FY20 and FY21 respectively, which if maintained, will also contribute towards the repayment of this loan. These calculations are based on the expected draw down of \$600,000.</p> <p>Piki Te Ora have already secured funding from The Rata Foundation, and is awaiting the result of an application to Pub Charities. Additional fundraising to meet the agreed sale price is also underway through contributions from member Trade Unions, donations from the community, an appeal on the Piki Te Ora Clinic Website, as well as promotion through Social Media and Givealittle. The organisation is confident that with the support of a community loan that they will have sufficient funds available by the agreed date.</p> <p><b>Staff recommendation:</b> That Council offer a loan of up to \$750,000. The rationale for this is:</p> <ul style="list-style-type: none"> <li>Piki Te Ora Clinic is a valued service provider for lower socio-economic communities in the East of Christchurch – the provision of a loan will assist then increase service provision.</li> <li>Union and Community Health Centre Incorporated are able to repay the loan to Council and offer appropriate security against non-repayment.</li> <li>The loan will allow Piki Te Ora to fully own its valuable premises increasing the sustainability and resilience of this valuable community organisation over time.</li> <li>Piki Te Ora have raised the majority of the purchase price themselves.</li> </ul>
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### Financial Management Unit Analysis:

<p><b>Background:</b>                      Piki Te Ora have applied to Council for a community loan of up to \$750,000 to fund the shortfall for the purchase of their current rental premises at 201 Linwood Avenue. They have approached both The Rata Foundation and Pub Charities to support this purchase, and have already been successful in achieving \$275,000 from the former of these two entities. Without including any other fundraising efforts, or operational surplus over the last 12 months, the organisation has a maximum of \$750,000 remaining to meet the agreed price for purchasing the facility. The expected shortfall is \$600,000. The request for a Community Loan from Council of up to \$750,000 will cover the maximum shortfall. It is anticipated that \$600,000 will be drawn down. The signed agreement for Sale and Purchase between Piki Te Ora and Bellross Holdings has a settlement date of 31 August 2022, with a clause that if sufficient funds cannot be raised by this date, that Piki Te Ora Clinic will continue to rent the premises at 201 Linwood Avenue for another year.</p> <p><b>Analysis:</b></p> <ul style="list-style-type: none"> <li>There are \$1,093,703 in existing loans currently awarded under the Community Organisation Loans scheme. At the time of writing, therefore, the balance of the scheme available for lending is <b>\$3,284,822</b>.</li> <li>The interest rate for Community Loans increased from 2.0% to 4.5% in FY23. This reflects CCC's 5-year cost of borrowing. Piki Te Ora are agreeable to this new interest rate, and confident in their repayment ability.</li> <li>The anticipated drawdown of \$600,000 represents 22% of the total cost of the purchase agreement. The maximum drawdown of \$750,000 represents 27%.</li> <li>Purchase of the land and building will save the organisation \$169,000p/a of rent payments.</li> <li>The anticipated drawdown of \$600,000 borrowed through the Community Organisation Loans Scheme will cost Piki Te Ora about \$93,000p/a initially, reducing to about \$75,000 p.a. (with 10 years at 4.5%) amortising, plus additional expenses of facility maintenance, rates, and loss of some interest income from cash reserves that had been built up for the purchase;</li> <li>A reduced loan term of 5 years would increase annual loan repayments to around \$147,000p/a (<i>without an interest-only year</i>), amortising over the term. This repayment schedule would place significant pressure on the organisation, increasing the risk of defaulting on annual loan payments.</li> <li>Piki Te Ora has positive working capital and significant cash reserves to contribute to the purchase. As a well-established, government-funded essential service managed by professionals, the reliability of this organisation to meet its repayments is high. They can service the loan</li> <li>Piki Te Ora can offer Council robust security for the loan new first registered mortgage over the premises at 201 Linwood Avenue and 1,543m<sup>2</sup> of land located at 201 Linwood Avenue, Linwood.</li> </ul>
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## 14. Te Kaha Project Delivery Ltd - Governance Performance Report for Quarters 3 and 4 (January-June) 2022

Reference / Te Tohutoro: 22/807779

Report of / Te Pou Linda Gibb, Performance Advisor, Resources Group  
Matua: (linda.gibb@ccc.govt.nz).

General Manager / Pouwhakarae: Leah Scales, GM Resources and CFO (leah.scales@ccc.govt.nz)

### 1. Brief Summary

- 1.1 The purpose of this report is to present Te Kaha Project Delivery Ltd's (TKPDL's) governance performance reports for Quarters 3 and 4 of the 2021/22 financial year. In both performance reports, the Chief Executive of Te Kaha Project Delivery Ltd provides an update on major achievements during the quarter, and expected activity in the next quarter.
- 1.2 This report has been written after receiving TKPDL's governance performance reports on 20 June 2022 and 2 August 2022 respectively.

### 2. Officer Recommendations Ngā Tūtohu

That the Council:

1. [Receives Te Kaha Project Delivery Ltd's Quarter 3 and Quarter 4 2021/22 governance performance reports.](#)

### 3. Details

#### Financial performance

- 3.1 Governance expenditure (largely directors' fees) to 30 June 2022 was approximately \$246,000 against the full year budget of \$290,000. Costs are below budget by around \$44,000 reflecting timing of paying directors' fees and will be caught up in the new financial year.

#### Non-financial performance

- 3.2 All performance measures are on track.

### Attachments / Ngā Tāpirihanga

No.	Title	Page
A  	Te Kaha Project Delivery Ltd - Quarter 3 Governance Performance Report for the year to date to 31 March 2022	255
B  	Te Kaha Project Delivery Ltd - Quarter 3 Governance Performance Report for the year to date to 30 June 2022	262

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

Document Name	Location / File Link
N/A	N/A

## Confirmation of Statutory Compliance / Te Whakatūrutanga 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>	Linda Gibb - Performance Monitoring Advisor CCO
<b>Approved By</b>	Leah Scales - General Manager Resources/Chief Financial Officer

## TE KAHA PROJECT DELIVERY LIMITED



## Q3 PERFORMANCE REPORT

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PERFORMANCE MEASURES / TARGETS .....	4

This report is prepared under section 66 of the LGA (as requested by the shareholder).

## CHIEF EXECUTIVE'S REPORT

This is the second quarterly report for Te Kaha Project Delivery Limited following the approval of the Statement of Intent at the 9 December 2021 Council Meeting. The major highlights from the quarter include:

- Confirmation of Developed Design
- Continuation of design verification by the Project Team and Venues Ōtautahi
- Continuation of price verification
- Commencement of Stakeholder Engagement and Brand Development for Te Kaha
- Submission by BESIX Watpac of a Final Price Bid
- Review of Final Price by project team and report to Council of significant price increase
- Council decision to go to Public Consultation on the additional budget required.

The major milestones forecast for the next quarter include:

- Full report and recommendations to Council on 14 July 2022 on a Final Design and Construct contract with BESIX Watpac
- Assuming a positive decision, execution of contract documentation
- Commencement of Early Works on site, but limited to those which improve the land and/or help maintain critical path programme
- Lodgement of Outline Plan with Council.

David Kennedy

Chief Executive, Te Kaha Project Delivery Limited

## FINANCIAL PERFORMANCE

The governance costs for the Te Kaha Project Delivery Limited are tracking below the year to date budget and are forecast to be within the FY2021/22 budget of \$290,439.

## PERFORMANCE MEASURES / TARGETS

<i>Objective and Strategy</i>	<i>2021/2022</i>	<i>Progress as at 31 May 2022</i>
Governance		
Reporting to Shareholder	Meet all Local Government Act (LGA) and Council reporting deadlines.	Ongoing
Creating Something Special		
Value-add opportunities identified, assessed, and harnessed	Establish register of interests to coordinate solicited and unsolicited opportunities of interest.	Responsibility sits with Venues Ōtautahi as per their Letter of Expectation
Future Proof		
Close engagement of Te Kaha Project Delivery Board in design	Future proof the venue within the project cost envelope, to ensure it is fit for purpose for a changing event landscape.	Review of Developed Design ongoing by Project Team Work-ons taken through to Developed Design
Project Management Plan (PMP) developed, and alignment maintained	PMP from project inception to completion developed.	On track for PCSA phase PMP for Design & Construct phase under development
Procurement and Contract Management	100% compliance with relevant legislation, the Council procurement policies, and codes of practice.	Early Works Strategy approved by Council on 09.12.21 Early Works project scaled back to cover only land improvement works and critical path programme works No non-compliant activity

<b>Objective and Strategy</b>	<b>2021/2022</b>	<b>Progress as at 31 May 2022</b>
Management of Project Programme	PCSA - report against programme and 50% probability and 85% probability position.	Project programme presented to Council on 27.01.22 based on the construction methodology proposed by Kōtui
Provision of information to support the Council's Formal Assurance (CFA) points	Aligned with CFA points.	Working with Treasury on the Assurance Points identified in the Funding Agreement with the Crown  Fortnightly on-line meetings with Treasury. No outstanding issues
Stage Gate reviews completed	Stage Gate reviews completed and recommendations addressed.	Preliminary Design approved by Council 27.01.22
<b>Project Management</b>		
Te Kaha is delivered on or below budget	PCSA contract within approved budget.	Price verification Continuing
Capital expenditure decisions optimise capital budget and long-term whole-of-life costs (ie being the measure of resilience). Operational costs and other matters duly considered	Capital and whole of life costs optimised. Operational implications considered.	Revised Whole of Life (WOL) baseline cost (versus Te Kaha Investment Case) completed  Revised WOL baseline presented to Council as part of the Final D&C Bid report
Support any efforts by Council or VŌ opportunities for third party contributions, including other funding partners and sponsors	Third party funding opportunities supported.	Responsibility sits with Venues Ōtautahi as per their Letter of Expectation, noting the collective responsibility across the partnership with the Council and Te Kaha Project Delivery Ltd
<b>Kaitiakitanga, Sustainability and the Environment</b>		
Clear sustainability standards developed for the project during the PCSA and D&C phases	Develop and implement a sustainability strategy.	Project specific Sustainability Matrix being developed  Strategy to be presented to Council on 6 July

<b>Objective and Strategy</b>	<b>2021/2022</b>	<b>Progress as at 31 May 2022</b>
<b>Health, Safety and Wellness</b>		
Framework for health, safety, and wellness is implemented to ensure all involved directly or indirectly with the project are kept safe and well	Health, safety, and wellness framework established and implemented.	Early Works due to start on site in June Te Kaha project working through the Health & Safety requirements with Kōtui before Early Works start on site
Critical hazards are managed effectively.	A programme of critical risk inspections is designed to ensure critical controls are in place and are effective.	Early Works due to start on site in June Te Kaha project working through the Health & Safety requirements with Kōtui before Early Works start on site
Baseline lag indicators are monitored to ensure safety for all	Baseline serious harm indicators developed.	Early Works due to start on site in June Te Kaha project working through the Health & Safety requirements with Kōtui before Early Works start on site
Baseline Total Recordable Injury Frequency Rate monitored to ensure safety for all	Baseline Total Recordable Injury Frequency Rate indicators developed.	Early Works due to start on site in June Te Kaha project working through the Health & Safety requirements with Kōtui before Early Works start on site
<b>Shareholder Relationships</b>		
Shareholder informed of major issues as soon as practical. The major issues being project status against major milestones, high value opportunities, and high consequence risks.	100% compliance with reporting requirements outlined in SOI and major issues are raised on a no surprises basis.	100% compliant Operating on a “no surprises” basis with Council & Treasury
<b>Stakeholder Engagement</b>		
Council, Venues Ōtautahi and Key User	Factual updates provided, within agreed timeframes, to all significant stakeholders in the project.	Stakeholder engagement progressing as planned

<b>Objective and Strategy</b>	<b>2021/2022</b>	<b>Progress as at 31 May 2022</b>
Engaging with the community taking into account its diversity and the need for inclusion of a wide variety of people with various needs.	Develop integrated communications and community engagement strategy.	Integrated communications and community engagement strategy under development
Cultural connection	Work with Ngāi Tūāhuriri to appropriately recognize Te Kaharoa	Council approved the name Te Kaha, as gifted by Ngāi Tūāhuriri for the Arena Work underway with Ngāi Tūāhuriri on reflecting cultural narrative at Te Kaha
<b>Project Delivery Targets</b>		
Project managed to budget, time and quality	Council approval of PCSA. Project managed to budget, time and quality.	Public Consultation on revised budget underway (closes 5 July)
VŌ signs off on the design as being fit for operator's purpose	VŌ signs off design.	Venues Ōtautahi have verified Preliminary Design fundamentals subject to work-ons
Te Kaha reflects the cultural narrative of our city	Engage with Ngāi Tūāhuriri to ensure cultural narrative incorporated into design.	Meetings have been held with Ngāi Tūāhuriri and there are some outstanding work-ons
<b>Risk Management</b>		
Project risk register is up to date and risks are actively managed (including financial, delivery and reputational risks)	Establish and implement risk framework. Risks are actively managed.	Project Risk Register developed and reviewed fortnightly
<b>Regional Impact</b>		
Where commercially viable local procurement of services and products	PCSA phase services and products procured locally.	Early Works Strategy approved and local procurement of supplies and services being discussed with Kōtui

## TE KAHA PROJECT DELIVERY LIMITED



## Q4 PERFORMANCE REPORT

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This report is prepared under section 66 of the LGA (as requested by the shareholder).

## CHIEF EXECUTIVE'S REPORT

This is the Fourth quarterly report for Te Kaha Project Delivery Limited following the approval of the Statement of Intent at the 9 December 2021 Council Meeting. The major highlights from the quarter include:

- Review of Final Price by project team and report to Council of significant price increase
- Council decision to go to Public Consultation on the additional budget required.
- Confirmation of Developed Design
- Confirmation of design verification by the Project Team and Venues Ōtautahi
- Completion of price verification
- Submission by BESIX Watpac of a Final Price Bid
- Lodgement of Outline plan with Council

The major milestones forecast for the next quarter include:

- Full report and recommendations to Council on 14 July 2022 on a Final Design and Construct contract with BESIX Watpac
- Assuming a positive decision, execution of contract documentation
- Commencement of Early Works on site, but limited to those which improve the land and/or help maintain critical path programme
- Lodgement of Outline Plan with Council.

David Kennedy

Chief Executive, Te Kaha Project Delivery Limited

## FINANCIAL PERFORMANCE

The governance costs for the Te Kaha Project Delivery Limited finished the year below budget at \$246,295 being \$44,145 under the FY2021/22 budget of \$290,439.

## PERFORMANCE MEASURES / TARGETS

<i>Objective and Strategy</i>	<i>2021/2022</i>	<i>Progress as at 30 June 2022</i>
Governance		
Reporting to Shareholder	Meet all Local Government Act (LGA) and Council reporting deadlines.	Ongoing
Creating Something Special		
Value-add opportunities identified, assessed, and harnessed	Establish register of interests to coordinate solicited and unsolicited opportunities of interest.	Responsibility sits with Venues Ōtautahi as per their Letter of Expectation
Future Proof		
Close engagement of CMUA Project Delivery Board in design	Future proof the venue within the project cost envelope, to ensure it is fit for purpose for a changing event landscape.	Review of Developed Design completed
Project Management Plan (PMP) developed, and alignment maintained	PMP from project inception to completion developed.	On track for PCSA phase PMP for Design & Construct undertaken
Procurement and Contract Management	100% compliance with relevant legislation, the Council procurement policies, and codes of practice.	Early Works Strategy approved by Council on 09.12.21 Early Works project scaled back to cover only land improvement works and critical path programme works No non-compliant activity
Management of Project Programme	PCSA - report against programme and 50% probability and 85% probability position.	Project programme presented to Council on 27.01.22 based on the construction methodology proposed by Kōtui

<b>Objective and Strategy</b>	<b>2021/2022</b>	<b>Progress as at 30 June 2022</b>
Provision of information to support the Council's Formal Assurance (CFA) points	Aligned with CFA points.	Working with Treasury on the Assurance Points identified in the Funding Agreement with the Crown  Fortnightly on-line meetings with Treasury. No outstanding issues
Stage Gate reviews completed	Stage Gate reviews completed and recommendations addressed.	Preliminary Design approved by Council 27.01.22  Developed Design approved by Project Team
<b>Project Management</b>		
The CMUA is delivered on or below budget	PCSA contract within approved budget.	Price verification to be complete for recommendation to Council
Capital expenditure decisions optimise capital budget and long-term whole-of-life costs (ie being the measure of resilience). Operational costs and other matters duly considered	Capital and whole of life costs optimised. Operational implications considered.	Revised Whole of Life (WOL) baseline cost (versus CMUA Investment Case) completed  Revised WOL baseline presented to Council as part of the Final D&C Bid report
Support any efforts by Council or VŌ opportunities for third party contributions, including other funding partners and sponsors	Third party funding opportunities supported.	Responsibility sits with Venues Ōtautahi as per their Letter of Expectation, noting the collective responsibility across the partnership with the Council and Te Kaha Project Delivery Ltd
<b>Kaitiakitanga, Sustainability and the Environment</b>		
Clear sustainability standards developed for the project during the PCSA and D&C phases	Develop and implement a sustainability strategy.	Project specific Sustainability items to be measured agreed with contractor  Strategy to be presented to Council with final report
<b>Health, Safety and Wellness</b>		

<b>Objective and Strategy</b>	<b>2021/2022</b>	<b>Progress as at 30 June 2022</b>
Framework for health, safety, and wellness is implemented to ensure all involved directly or indirectly with the project are kept safe and well	Health, safety, and wellness framework established and implemented.	Early Works due to start on site in June SSSP for Early works submitted and approved
Critical hazards are managed effectively.	A programme of critical risk inspections is designed to ensure critical controls are in place and are effective.	Early Works started at the end of June
Baseline lag indicators are monitored to ensure safety for all	Baseline serious harm indicators developed.	Early Works started on site in June H&S reporting to occur monthly moving forward
Baseline Total Recordable Injury Frequency Rate monitored to ensure safety for all	Baseline Total Recordable Injury Frequency Rate indicators developed.	Early Works due to start on site in June H&S reporting to occur monthly moving forward
<b>Shareholder Relationships</b>		
Shareholder informed of major issues as soon as practical. The major issues being project status against major milestones, high value opportunities, and high consequence risks.	100% compliance with reporting requirements outlined in SOI and major issues are raised on a no surprises basis.	100% compliant Operating on a “no surprises” basis with Council & Treasury
<b>Stakeholder Engagement</b>		
Council, Venues Ōtautahi and Key User	Factual updates provided, within agreed timeframes, to all significant stakeholders in the project.	Stakeholder engagement to be re instigated after Council’s public consultation period closes
Engaging with the community taking into account its diversity and the need for inclusion of a wide variety of people with various needs.	Develop integrated communications and community engagement strategy.	Integrated communications and community engagement strategy under development

<b>Objective and Strategy</b>	<b>2021/2022</b>	<b>Progress as at 30 June 2022</b>
Cultural connection	Work with Ngāi Tūāhuriri to appropriately recognize Te Kaharoa	Council approved the name Te Kaha, as gifted by Ngāi Tūāhuriri for the Arena Work underway with Ngāi Tūāhuriri on reflecting cultural narrative at Te Kaha
<b>Project Delivery Targets</b>		
Project managed to budget, time and quality	Council approval of PCSA. Project managed to budget, time and quality.	Public Consultation on revised budget underway (closes 5 July)
VŌ signs off on the design as being fit for operator's purpose	VŌ signs off design.	Venues Ōtautahi have approved Preliminary Design fundamentals subject to work-ons
CMUA reflects the cultural narrative of our city	Engage with Ngāi Tūāhuriri to ensure cultural narrative incorporated into design.	Meetings have been held with Ngāi Tūāhuriri who are engaged as cultural advisors
<b>Risk Management</b>		
Project risk register is up to date and risks are actively managed (including financial, delivery and reputational risks)	Establish and implement risk framework. Risks are actively managed.	Project Risk Register developed and reviewed fortnightly
<b>Regional Impact</b>		
Where commercially viable local procurement of services and products	PCSA phase services and products procured locally.	Early Works Strategy approved and local procurement of supplies and services being undertaken

## 15. Amendments to Delegations

Reference / Te Tohutoro: 22/939209

Report of / Te Pou  
Matua: Maryem Al Samer, Legal Counsel, maryem.alsamer@ccc.govt.nz

General Manager /  
Pouwhakarae: Dawn Baxendale, Chief Executive Officer  
dawn.baxendale@ccc.govt.nz

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

- 1.1 The purpose of this report is to provide for a new delegation to the Chief Executive in relation to the Climate Change (Unit Register) Regulations 2008 as well as some amendments to delegations from the Council to staff following changes to the Sustainable City Growth and Development, and the Facilities Property and Planning units. This report has been written because only the Council can resolve to provide for these delegation changes.
- 1.2 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 considering the criteria in the Significance and Engagement Policy.

### 2. Officer Recommendations / Ngā Tūtohu

That the Council:

1. Relying on clause 32 of Schedule 7 of the Local Government Act 2002 and for the purposes of efficiency and effectiveness in the conduct of the Council's business and any other applicable statutory authority;
  - a. Delegate the responsibilities, duties and powers under the Climate Change (Unit Register) Regulations 2008 to the Chief Executive; and
  - b. Revoke and amend the delegations set out in Parts B of the Delegations Register (as shown and highlighted in **Attachment A**); and
2. Notes that these delegation changes take effect on the date of this resolution, and that Legal Services will update the Delegations Register accordingly.

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

- 3.1 Part A of the Council's Delegations Register contains the Council's delegations to the Chief Executive. The Chief Executive is then able to sub-delegate those responsibilities, duties and functions to staff as she sees fit. These sub-delegations are set out in Part C of the Delegations Register.
- 3.2 Part B of the Council's Delegations Register contains the Council's delegations in respect of the Local Government (Rating) Act 2002 and the Resource Management Act 1991 as well as other matters where the Council delegates directly to staff and other persons because, for the most part, the law does not allow for sub-delegations of these matters.
- 3.3 Part D of the Delegations Register contains the delegations from the Council to community boards, committees, and other subordinate decision-making bodies.

- 3.4 It is desirable to delegate matters relating to the Climate Change (Unit Register) Regulations 2008 to enhance the efficiency and effectiveness of the Council.
- 3.5 Following the merging of the Sustainable City Growth and Development and the Facilities, Property and Planning units, changes are needed to the delegations register.

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

- 4.1 The other alternative option that was considered but not selected as the preferred option is not making any changes to the delegations. This is not considered to be a reasonably practicable option. This would not promote efficiency and effectiveness in Council decision-making.

#### 5. Detail / Te Whakamahuki

##### ***Climate Change (Unit Register) Regulations 2008***

- 5.1 Section 30G of the Climate Change Response Act 2002 allows for the creation of regulations in relation to the administration of the Emissions Trading Register - these are the Climate Change (Unit Register) Regulations 2008.
- 5.2 The Emissions Trading Register is New Zealand's national registry for emission units or 'carbon credits'. Units relate to New Zealand greenhouse gas emissions. The Act empowers the Council to hold an account for the Emissions Trading Register.
- 5.3 There are a number of administrative matters that the Council as an account holder can do under these regulations. It is desirable to delegate the matters under the Climate Change (Unit Register) Regulations 2008 to the Chief Executive. The Chief Executive will then be able to sub-delegate those matters to staff at an appropriate level.

##### ***Sustainable City Growth and Development Unit***

- 5.4 During the third tier realignment process last year, the Sustainable City Growth and Development Unit was established in the Infrastructure, Planning and Regulatory Services Group. It was responsible for the planning and implementation of the city's regeneration programme, external strategic partnerships, and relationships within the investment and development sector.
- 5.5 Since then, it is apparent that this function will achieve the best outcomes if it is closely aligned with the other delivery agencies. For this reason, the Sustainable City Growth and Development Unit has merged with the Property and Planning team.
- 5.6 This requires a small number of changes to delegations in Part B of the Delegations Register.

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

##### **Strategic Alignment / Te Rautaki Tīaroaro**

###### 6.1

###### 6.1.1 Activity: Governance and decision-making

- Level of Service: 4.1.22 Provide services that ensure all Council, Committee and Community Board meetings are held with full statutory compliance. - 98% compliance

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

- 6.2 The decision is consistent with Council's Plans and Policies.

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

- 6.3 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 not specifically impact Mana Whenua, their culture and traditions.

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

- 6.4 The decisions in this report will enable the Council to better achieve the Ōtautahi Christchurch Climate Resilience Strategy 2021.

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

- 6.5 The decisions in this report do not raise accessibility considerations.

## 7. Resource Implications / Ngā Hiraunga Rauemi

### Capex/Opex / Ngā Utu Whakahaere

- 7.1 Cost to Implement – The changes to the Delegations will be entered in the Delegations Register by the Legal Services Unit.
- 7.2 Maintenance/Ongoing costs – There are no ongoing costs from making these changes to delegations. There are also anticipated savings in staff time in having delegations sit at the appropriate level in the organisation.
- 7.3 Funding Source – Staff time in implementing the changes to the Delegations Register is met out of the Legal Services Unit’s budget.

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

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

- 8.1 Clause 32 of Schedule 7 of the Local Government Act 2002 provides that

*Unless expressly provided otherwise in this Act, or in any other Act, for the purposes of efficiency and effectiveness in the conduct of a local authority’s business, a local authority may delegate to a committee or other subordinate decision-making body, community board, or member or officer of the local authority any of its responsibilities, duties, or powers except—*

- (a) the power to make a rate; or*
- (b) the power to make a bylaw; or*
- (c) the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan; or*
- (d) the power to adopt a long-term plan, annual plan, or annual report; or*
- (e) the power to appoint a chief executive; or*
- (f) the power to adopt policies required to be adopted and consulted on under this Act in association with the long-term plan or developed for the purpose of the local governance statement; or*
- (g) [Repealed]*
- (h) the power to adopt a remuneration and employment policy.*

- 8.2 The proposed changes to the delegations also do not infringe the restrictions in the Local Government Act 2002.

- 8.3 This report has been drafted by Legal Services.

## 9. Risk Management Implications / Ngā Hīraunga Tūraru

9.1 There are no identified risks caused by the proposed changes in delegations.

### Attachments / Ngā Tāpirihanga

No.	Title	Page
A  	Proposed Changes to Delegations	273

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

Document Name	Location / File Link
Not applicable	

### 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>Authors</b>	Maryem Al Samer - Legal Counsel Vivienne Wilson - Senior Legal Counsel
<b>Approved By</b>	Jane Davis - General Manager Infrastructure, Planning & Regulatory Services Lynn McClelland - Assistant Chief Executive Strategic Policy and Performance Elizabeth Neazor - Manager Legal Service Delivery, Commercial & Property

Attachment A

PART A - SUB-PART 1 - LEGISLATIVE DELEGATIONS

10. Climate Change (Unit Register) Regulations 2008

Delegation	Date Amended
All of its powers as an account holder under the Regulations	

PART B - SUB-PART 2 - GRANTS

General Manager Citizens and Community	GMCC
General Manager Infrastructure, Planning & Regulatory Services	GMIP
Head of Sustainable City Growth and Development and Property	HSD HSCGP
Head of Community Support and Partnerships	HCS
Head of Planning and Consents	HPC
Team Leader Urban Regeneration	TLUR

1. Grants, other funding support

2. Enliven Places Project Fund, etc

Delegation	GMIP	HSD HSCGP	TLUR
The authority to approve grants for all or any of the following: (a) Creative Industries Support Fund up to \$15,000 (ex GST); (b) Enliven Places Project Fund up to \$15,000 (exc GST).	✓	✓	✓

5. Sustainability Fund

Delegation	HSD HSCGP
To determine and carry out the administration requirements for this Fund, and to enter into Funding Agreements with Grant recipients.	✓

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## 16. Resolution to Exclude the Public

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*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
17.	PUBLIC EXCLUDED COUNCIL MINUTES - 7 JULY 2022			REFER TO THE PREVIOUS PUBLIC EXCLUDED REASON IN THE AGENDAS FOR THESE MEETINGS.	
18.	CHRISTCHURCH CITY HOLDINGS LTD - APPOINTMENT OF CHAIR TO THE BOARD OF ORION NEW ZEALAND LTD	S7(2)(A)	PROTECTION OF PRIVACY OF NATURAL PERSONS	TO PROTECT THE CANDIDATE'S REPUTATION.	AS SOON AS THE COUNCIL HAS MADE ITS DECISION AND THE CANDIDATE HAS BEEN NOTIFIED.
19.	APPOINTMENT OF COMMUNITY REPRESENTATIVES TO WATER MANAGEMENT ZONE COMMITTEES	S7(2)(A)	PROTECTION OF PRIVACY OF NATURAL PERSONS	TO GIVE THE COUNCIL THE OPPORTUNITY TO CONSIDER THE RECOMMENDED COMMUNITY MEMBERS FOR THE THREE ZONE COMMITTEES, PRIOR TO ALL APPLICANTS BEING ADVISED OF THE OUTCOME OF THE SELECTION PROCESS.	RELEASE THE INFORMATION ONCE THE CHRISTCHURCH CITY COUNCIL, ENVIRONMENT CANTERBURY AND SELWYN DISTRICT COUNCIL HAVE CONFIRMED THE NEW AND REAPPOINTED COMMUNITY REPRESENTATIVES, AND THE SUCCESSFUL APPLICANTS HAVE BEEN NOTIFIED OF THE DECISION.

20.	AUDIT AND RISK MANAGEMENT COMMITTEE: APPOINTMENT OF INDEPENDENT MEMBER	S7(2)(A)	PROTECTION OF PRIVACY OF NATURAL PERSONS	TO PROTECT THE CANDIDATE'S REPUTATION	FOLLOWING THE CONCLUSION OF THE INDEPENDENT MEMBER APPOINTMENT PROCESS.
21.	25268636 - ROADING LANDSCAPES PROCUREMENT PLAN APPROVAL	S7(2)(B)(II), S7(2)(H), S7(2)(I)	PREJUDICE COMMERCIAL POSITION, COMMERCIAL ACTIVITIES, CONDUCT NEGOTIATIONS	PROCUREMENT STRATEGY FOR REVIEW AND APPROVAL PRIOR TO TENDER; COMMERCIAL SENSITIVE INFORMATION.	3 JULY 2023 ON REVIEW AND APPROVAL OF THE HEAD OF PROCUREMENT AND CONTRACTS
22.	STRATEGY FOR APPROVAL: HYBRID DELIVERY MODEL (HDM) PHYSICAL WORKS & CONSULTANCY SERVICES PANELS	S7(2)(B)(II), S7(2)(H), S7(2)(I)	PREJUDICE COMMERCIAL POSITION, COMMERCIAL ACTIVITIES, CONDUCT NEGOTIATIONS	PROCUREMENT STRATEGY FOR COUNCIL APPROVAL ON NEW HDM PANEL, CONTAINS SENSITIVE COMMERCIAL INFORMATION	28 FEBRUARY 2023 ON REVIEW AND APPROVAL OF THE HEAD OF PROCUREMENT AND CONTRACTS
23.	CAPITAL PROJECT TENDER UPDATE	S7(2)(H), S7(2)(I)	COMMERCIAL ACTIVITIES, CONDUCT NEGOTIATIONS	STILL IN TENDER NEGOTIATION	1 DECEMBER 2022 CONTRACT AWARDED