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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:** Wednesday 1 May 2024  
**Time:** 9.30 am  
**Venue:** Council Chambers, Civic Offices,  
53 Hereford Street, Christchurch

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### Membership

Chairperson	Mayor Phil Mauer
Deputy Chairperson	Deputy Mayor Pauline Cotter
Members	Councillor Kelly Barber
	Councillor Melanie Coker
	Councillor Celeste Donovan
	Councillor Tyrone Fields
	Councillor James Gough
	Councillor Tyla Harrison-Hunt
	Councillor Victoria Henstock
	Councillor Yani Johanson
	Councillor Aaron Keown
	Councillor Sam MacDonald
	Councillor Jake McLellan
	Councillor Andrei Moore
	Councillor Mark Peters
	Councillor Tim Scandrett
	Councillor Sara Templeton

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24 April 2024

**Principal Advisor**

Mary Richardson  
Interim Chief Executive  
Tel: 941 8999

Katie Matheis  
Democratic Services Advisor  
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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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# What is important to us?

Our Strategic Framework is a big picture view of what the Council is aiming to achieve for our community

## Our focus this Council term 2022–2025

### Strategic Priorities



Be an inclusive and equitable city which puts people at the centre of developing our city and district, prioritising wellbeing, accessibility and connection.



Champion Ōtautahi-Christchurch and collaborate to build our role as a leading New Zealand city.



Build trust and confidence in the Council through meaningful partnerships and communication, listening to and working with residents.

Adopted by the Council on 5 April 2023



Reduce emissions as a Council and as a city, and invest in adaptation and resilience, leading a city-wide response to climate change while protecting our indigenous biodiversity, water bodies and tree canopy.



Manage ratepayers' money wisely, delivering quality core services to the whole community and addressing the issues that are important to our residents.



Actively balance the needs of today's residents with the needs of future generations, with the aim of leaving no one behind.

## Our goals for this Long Term Plan 2024–2034

### Draft Community Outcomes



#### Collaborative and confident

Our residents have the opportunity to actively participate in community and city life, have a strong sense of belonging and identity, and feel safe.



#### Green and liveable

Our neighbourhoods and communities are accessible and well connected, supporting our goals to reduce emissions, build climate resilience and protect and regenerate the environment, especially our biodiversity, water bodies and tree canopy.

To be adopted by the Council as part of the Long Term Plan 2024–2034



#### A cultural powerhouse

Our diverse communities are supported to understand and protect their heritage, pursue their arts, cultural and sporting interests, and contribute to making our city a creative, cultural and events 'powerhouse'.



#### Thriving and prosperous

Our city is a great place for people, business and investment where we can all grow our potential, where enterprises are innovative and smart, and where together we raise productivity and reduce emissions.

## Our intergenerational vision

A place of opportunity for all.

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



Ngāi Tahu has rangatiratanga over its takiwā – the Council is committed to partnering with Ngāi Tahu to achieve meaningful outcomes that benefit the whole community

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Karakia Whakamutunga

## Karakia Tīmatanga

Whakataka te hau ki te uru

Whakataka te hau ki te tonga

Kia mākinakina ki uta

Kia mātaratara ki tai

E hī ake ana te atakura

He tio, he huka, he hau hū

Tihei mauri ora

### 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.

There were no public forum requests received at the time the agenda was prepared.

#### 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

#### 4.1 Claude Tellick will present a petition regarding the installation of a rainbow crossing in central Ōtautahi Christchurch:

LGBTQIA+ people across Aotearoa are currently under threat from increased abuse, hate crimes and attacks like we haven't seen for decades. In the past week, two rainbow crossings have been painted over by religious extremists in clear and direct hate crimes in Tāmaki Makaurau (Auckland) and Tairāwhiti (Gisborne). These examples of hate-fuelled vandalism cause the queer, takatāpui community significant emotional and mental stress and make our streets less safe for our community's most vulnerable people. This must end, and Ōtautahi is in a position to come out strongly in support of our city's queer whānau and show that we will not give in to hate.

For decades, queer people have been marginalised and felt unsafe around our central city, and it's time for change. We cannot continue to tolerate these acts of hate and

discrimination. A Rainbow crossing in Central Christchurch would not only be a symbol of inclusivity and acceptance but also a tangible (and cost-effective) step towards creating a safer and more welcoming environment for LGBTQIA+ individuals in our community. It's crucial that we stand together and send a powerful message to the Christchurch City Council that we demand action against hate crimes and for the protection of our queer whānau. Please sign this petition and join together in advocating for a Rainbow crossing in Central Christchurch, because everyone deserves to feel safe and respected in their own city.

Link to the petition: [Petition · Let's get a Rainbow Crossing for Ōtautahi! - New Zealand · Change.org](#)





## 5. Central City Parking Restrictions Committee Minutes - 27 November 2023

Reference Te Tohutoro: 24/655374

Responsible Officer(s) Te Pou Matua: Simone Gordon, Democratic Services Advisor

Accountable ELT Member Pouwhakarae: Helen White, General Counsel / Head of Legal & Democratic Services

### 1. Purpose of Report Te Pūtake Pūrongo

The Central City Parking Restrictions Committee held a meeting on 27 November 2023 and is circulating the Minutes recorded to the Council for its information.

### 2. Recommendation Te Tūtohu Council

That the Council receives the Minutes from the Central City Parking Restrictions Committee meeting held 27 November 2023.

### Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
<a href="#">A</a>	Minutes Central City Parking Restrictions Committee - 27 November 2023	23/1921774	8

### Signatories Ngā Kaiwaitohu

Author	Simone Gordon - Democratic Services Advisor
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## Central City Parking Restrictions Committee OPEN MINUTES

**Date:** Monday 27 November 2023  
**Time:** 11am  
**Venue:** Committee Room 2, Level 2, Civic Offices,  
53 Hereford Street, Christchurch

**Present**  
Chairperson Councillor Jake McLellan  
Members Deputy Mayor Pauline Cotter  
Stephen Wright

**Principal Advisor**  
Steffan Thomas  
Head of Technical Services & Design  
Tel: 941 6255

Ann Fitzgerald  
Democratic Services Advisor  
941 5989  
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Item 5

Attachment A

- Part A**      **Matters Requiring a Council Decision**  
**Part B**      **Reports for Information**  
**Part C**      **Decisions Under Delegation**
- 

The agenda was dealt with in the following order.

**1. Apologies Ngā Whakapāha**

**Part C**  
**Committee Resolved CCPRC/2023/00006**

That the apology for absence from Lynette Ellis be accepted.

Councillor McLellan/Deputy Mayor

**Carried**

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

**Part B**  
There were no declarations of interest recorded.

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

**Part C**  
**Committee Resolved CCPRC/2023/00007**

That the minutes of the Central City Parking Restrictions Committee meeting held on Tuesday, 29 August 2023 be confirmed.

Deputy Mayor/Councillor McLellan

**Carried**

**4. Deputations by Appointment Ngā Huinga Whakaritenga**

**Part B**  
There were no deputations by appointment.

**5. Proposed Motorcycle Park - 29 Walker Street**

**Committee Comment**

1. The Committee noted that parking restrictions in the whole Walker Street area, which is currently unrestricted parking despite being close to the CBD, is scheduled for review.
2. Officers confirmed that carparking buildings generally have provision for motorcycle parking.
3. Officers confirmed that employees of the nearby Motorcycle business have their own off street parking.

**Committee Resolved CCPRC/2023/00008 Officer recommendations accepted without change**

**Part C**

That the Central City Parking Restrictions Committee:

1. Approves that in accordance with Clause 6 (2) of the Christchurch City Council Traffic and Parking Bylaw 2017, any previous resolutions pertaining to parking or stopping restrictions made pursuant to any bylaw to the extent that they are in conflict with the parking restriction described in recommendation 2 below, be revoked.
2. Approves that in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the parking be reserved for motorcycles and mopeds only on the north side of Walker Street, commencing at a point 143 metres east of its intersection with Montreal Street and extending in an easterly direction for a distance of five metres. This parking restriction is to apply at any time.
3. 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/Deputy Mayor

**Carried**

**Item 5**  
**Attachment A**

**8. Gloucester Street (Montreal Street and Durham St North) - Proposed No Stopping Restriction**

**Committee Comment**

1. The Committee noted that recommendations 1. b - e are confirming current practice based on Council decisions prior to 2002. Confirmation at this meeting will provide a digital record.

**Committee Resolved CCPRC/2023/00009 Officer recommendations accepted without change**

**Part C**

That the Central City Parking Restrictions Committee:

1. Approves, pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 and as shown on Attachment A:
  - a. That the stopping of vehicles be prohibited at any time on the north side of Gloucester Street from its intersection with Montreal Street and extending in an easterly direction for a distance of 28 metres.
  - b. That the parking of vehicles be restricted to a maximum period of 120 minutes and subject to payment at Parking Meters, (including Pay by Plate machines or any approved means of payment) on the north side of Gloucester Street, commencing at a point 28 metres east of its intersection with Montreal Street and extending in an easterly direction for a distance of 89 metres. This restriction is to apply 9:00am to 6:00pm, Monday to Sunday.

- c. That a Cycle Stand be installed, on the north side of Gloucester Street, commencing at a point 117 metres east of its intersection with Montreal Street and extending in an easterly direction for a distance of 2.5 metres. This restriction is to apply at any time.
  - d. That the parking of vehicles be restricted to a maximum period of 120 minutes and subject to payment at Parking Meters, (including Pay by Plate machines or any approved means of payment) on the north side of Gloucester Street, commencing at a point 132.5 metres east of its intersection with Montreal Street and extending in an easterly direction for a distance of 45 metres. This restriction is to apply 9:00am to 6:00pm, Monday to Sunday.
  - e. That the stopping of vehicles be prohibited at any time on the north side of Gloucester Street, commencing at a point 177.5 metres east of its intersection with Montreal Street and extending in an easterly direction to its intersection with Durham Street North.
2. Approves that any previously approved resolutions be revoked, in accordance with Clause 7 of the Christchurch City Council Traffic & Parking Bylaw 2017, to the extent that they are in conflict with the parking and stopping restrictions described in recommendation 1 above.
  3. 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/Member Wright

**Carried**

**Secretarial Note:**

1. The Committee requested that although the decision is not removing an existing parking space, the affected homeowners are specifically consulted about the changes.
2. The Committee requested an estimate of the net revenue loss as a result of introducing the no stopping restrictions.

## **6. Tour coaches in the West End**

### **Committee Resolved CCPRC/2023/00010**

#### **Part C**

That the Central City Parking Restrictions Committee:

Cashel Street (east of Montreal Street)

1. Approves that in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 that the parking of vehicles be restricted to Passenger Service Vehicles only, for the purposes of setting down or picking up passengers, at any time, on the north side of Cashel Street, commencing at a point 56 metres east of its intersection with Montreal Street and extending in an easterly direction for a distance of 46 metres.
2. Approves that in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 that the parking of vehicles be restricted to Passenger Service Vehicles only, for the purposes of setting down or picking up passengers, between the times of 6am to 10pm, Monday to Sunday, on the north side of Cashel Street, commencing at a point 116 metres east of its intersection with Montreal Street and extending in an easterly direction for a distance of 32 metres.

3. Approves in accordance with Clause 7 of the Christchurch City Council Traffic & Parking Bylaw 2017 and in accordance with Sections 12.4 (8) of the Land Transport Rule: Traffic Control Devices 2004, that a Taxi Stand be installed on the north side of Cashel Street commencing at a point 116 metres east of its intersection with Montreal Street and extending in an easterly direction for a distance of 32 metres. This restriction is to apply 10:00pm to 6:00am, Monday to Sunday.
4. Approves in accordance with Clause 7 of the Christchurch City Council Traffic & Parking Bylaw 2017, that the parking of all vehicles be restricted to a maximum period of five minutes, at any time, on the south side of Cashel Street commencing at a point 98 metres east of its intersection with Montreal Street and extending in an easterly direction for a distance of 6 metres.

Montreal Street

5. Approves that in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 that the parking of vehicles be restricted to Passenger Service Vehicles only, for a maximum period of 120 minutes, on any day on the west side of Montreal Street, commencing at a point 7 metres north of its intersection with Hereford Street and extending in a northerly direction for a distance of 83 metres.
6. Revoke any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the traffic controls described in resolutions 1-5 above.
7. Approves that resolutions 1-6, take effect when parking signage that evidence the restriction described in this staff report are in place (or removed in the case of revocations).

Member Wright/Councillor McLellan

**Carried**

Item 5  
Attachment A

**7. Replacement of a redundant bus stop with 60 minutes parking restriction on Moorhouse Avenue near Manchester Street**  
**Committee Resolved CCPRC/2023/00011**

**Part C**

That the Central City Parking Restrictions Committee approves:

1. Pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017:
  - a. That all existing parking and stopping restrictions associated with the bus stop on the north side of Moorhouse Avenue commencing at a point 35 metres east of its intersection with Manchester Street and extending in an easterly direction for a distance of 15.5 metres, be revoked, as shown on Attachment A
  - b. That parking be restricted to 60 minutes on the north side of Moorhouse Avenue commencing at a point 35 metres east of its intersection with Manchester Street and extending in an easterly direction for a distance of 15.5 metres, as shown on Attachment A.

Deputy Mayor/Councillor McLellan

**Carried**

**The meeting concluded at 11.28am**

**CONFIRMED THIS 1st DAY OF MARCH 2024**

**COUNCILLOR JAKE MCLELLAN**  
**CHAIRPERSON**

**Item 5**

**Attachment A**





6. Council Minutes - 3 April 2024

Reference Te Tohutoro: 24/533115  
Responsible Officer(s) Te Pou Matua: Samantha Kelly, Team Leader Hearings & Committee Support  
Accountable ELT Member Pouwhakarae: Mary Richardson, Interim Chief Executive

1. Purpose of Report Te Pūtake Pūrongo

For the Council to confirm the minutes from the Council meeting held 3 April 2024.

2. Recommendation Te Tūtohu Council

That the Council confirm the Minutes from the Council meeting held 3 April 2024.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A1 	Minutes Council - 3 April 2024	24/513642	16

Signatories Ngā Kaiwaitohu

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

**Date:** Wednesday 3 April 2024  
**Time:** 9.35 am  
**Venue:** Council Chambers, Civic Offices,  
53 Hereford Street, Christchurch

### Present

Chairperson	Mayor Phil Mauer
Deputy Chairperson	Deputy Mayor Pauline Cotter
Members	Councillor Kelly Barber
	Councillor Melanie Coker
	Councillor Celeste Donovan
	Councillor Tyrone Fields
	Councillor James Gough – via audio/visual link
	Councillor Tyla Harrison-Hunt – via audio/visual link
	Councillor Victoria Henstock
	Councillor Yani Johanson
	Councillor Aaron Keown - via audio/visual link
	Councillor Sam MacDonald – via audio/visual link
	Councillor Jake McLellan
	Councillor Andrei Moore
	Councillor Mark Peters
	Councillor Tim Scandrett
	Councillor Sara Templeton

### Principal Advisor

Mary Richardson  
Interim Chief Executive  
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**Karakia Tīmatanga:** Given by the Mayor, Deputy Mayor and all Councillors.

The agenda was dealt with in the following order.

**1. Apologies Ngā Whakapāha**

**Council Resolved CNCL/2024/00035**

That the apologies received from Councillor Harrison-Hunt for lateness be accepted.

Deputy Mayor/Councillor Scandrett

Carried

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

There were no declarations of interest recorded.

**3. Public Participation Te Huinga Tūmatanui**

**3.1 Public Forum Te Huinga Whānui**

There were no public forum presentations.

**3.2 Deputations by Appointment Ngā Huinga Whakaritenga**

There were no deputations by appointment.

**4. Presentation of Petitions Ngā Pākikitanga**

There was no presentation of petitions.

**5. Health, Safety and Wellbeing Committee Minutes - 8 December 2023**

**Council Resolved CNCL/2024/00036**

That the Council receives the Minutes from the Health, Safety and Wellbeing Committee meeting held 8 December 2023.

Councillor McLellan/Councillor Johanson

Carried

**6. Christchurch West Melton Water Management Zone Committee Minutes - 23 November 2023**

**Council Resolved CNCL/2024/00037**

That the Council receives the Minutes from the Christchurch West Melton Water Management Zone Committee meeting held 23 November 2023.

Councillor McLellan/Councillor Johanson

Carried

## 7. Council Minutes - 6 March 2024

### Council Resolved CNCL/2024/00038

That the Council confirm the Minutes from the Council meeting held 6 March 2024.

Councillor McLellan/Councillor Johanson

Carried

## 8. Council - Long Term Plan 2024 - 2034 Minutes - 14 February 2024

### Council Resolved CNCL/2024/00039

That the Council confirm the Minutes from the Council - Long Term Plan 2024 - 2034 meeting held 14 February 2024.

Councillor McLellan/Councillor Johanson

Carried

## 9. Council Minutes - 20 March 2024

### Council Resolved CNCL/2024/00040

That the Council confirm the Minutes from the Council meeting held 20 March 2024.

Councillor McLellan/Councillor Johanson

Carried

Councillor Henstock left the meeting at 9.55am and returned at 10.04am during consideration of Item 10.

Councillor McLellan left the meeting at 10.00am and returned at 10.09am during consideration of Item 10.

Deputy Mayor Cotter left the meeting at 10.01am during consideration of Item 10.

Councillor Barber left the meeting at 10.08am and returned at 10.10am during consideration of Item 10.

## 10. Monthly Report from the Community Boards - March 2024

Callum Ward, Chairperson, and Keir Leslie, Deputy Chairperson, joined the meeting for presentation of the **Waihoru Spreydon-Cashmere-Heathcote Community Board** area report.

Bridget Williams, Chairperson, and Jason Middlemiss, Deputy Chairperson, joined the meeting for presentation of the **Waimāero Fendalton-Waimairi-Harewood Community Board** area report.

Emma Norrish, Chairperson, and Emma Pavey, Community Governance Manager, joined the meeting for presentation of the **Waipapa Papanui-Innes-Central Community Board** area report.

Helen Broughton, Chairperson, and Marie Pollisco, Deputy Chairperson, joined the meeting for presentation of the **Waipuna Halswell-Hornby-Riccarton Community Board** area report.

Paul McMahon, Chairperson, and Jackie Simons, Deputy Chairperson, joined the meeting for presentation of the **Waitai Coastal-Burwood-Linwood Community Board** area report.

Nigel Harrison, Deputy Chairperson, and Penelope Goldstone, Community Governance Manager, joined the meeting for presentation of the **Te Pātaka o Rākaihautū Banks Peninsula Community Board** area report.

**Council Resolved CNCL/2024/00041**

**Officer Recommendations accepted without changed**

That the Council:

1. Receive the Monthly Report from the Community Boards March 2024.

Councillor Peters/Councillor Henstock

**Carried**

**Attachments**

- A Waihoru Spreydon-Cashmere-Heathcote Community Board - Presentation to Council
- B Waimāero Fendalton-Waimairi-Harewood Community Board - Presentation to Council
- C Waipapa Papanui-Innes-Central Community Board - Presentation to Council
- D Waipuna Halswell-Hornby-Riccarton Community Board - Presentation to Council
- E Waitai Coastal-Burwood-Linwood Community Board - Presentation to Council
- F Te Pātaka o Rākaihautū Banks Peninsula Community Board - Presentation to Council

**Report from Waitai Coastal-Burwood-Linwood Community Board - 11 March 2024**

**11. Marine Parade - Car Parking Formalisation**

**Council Resolved CNCL/2024/00042**

**Waitai Coastal-Burwood-Linwood Community Board Recommendations accepted without change**

That the Council:

1. Approves, pursuant to Clause 16 of the Christchurch City Council Traffic and Parking Bylaw 2017, that vehicles must travel in one specified direction only within the council owned car park in accordance with that shown on the plan provided as **Attachment A** to this report (Drawing TG146820, issue 1 dated 23/1/2024) and detailed in recommendations 1a-1f below:
  - a. Bay 1 Plan, on the eastern side of Marine Parade 168.0 metres south of the prolongation of the southern kerb of Bowhill Road.
  - b. Bay 2 Plan, on the eastern side of Marine Parade 274.0 metres south of the prolongation of the southern kerb of Bowhill Road.
  - c. Bay 3 Plan, on the eastern side of Marine Parade 341.0 metres of the prolongation of the southern kerb of Bowhill Road.
  - d. Bay 4 Plan, on the eastern side of Marine Parade 137.0 metres north of the prolongation of the northern kerb of Rawhiti Avenue.
  - e. Bay 5 Plan, on the eastern side of Marine Parade 36.0 metres north of the prolongation of the northern kerb of Rawhiti Avenue.

- f. Bay 6 Plan, on the eastern side of Marine Parade 49.0 metres south of the prolongation of the northern kerb of Rawhiti Avenue.

Mayor/Councillor Barber

**Carried**

Deputy Mayor Cotter returned to the meeting at 10.21am during consideration of Item 12.

## 12. Triannual Water Management Zone Committee Update

- 1.1 Matt Dodson, Chairperson, joined the meeting for the presentation of the **Selwyn-Waihora Water Management Zone Committee** report and also provided a PowerPoint presentation.
- 1.2 Oscar Bloom, Chairperson, and Murray Griffin, Zone Facilitator, joined the meeting for the presentation of the **Christchurch-West Melton Water Management Zone Committee** report.
- 1.3 Gina Waibl, Chairperson, and Trudi Bishop, Deputy Chairperson, joined the meeting for the presentation of the **Banks Peninsula Water Management Zone Committee** report.
- 1.4 The Council received the information in the Triannual Report and also requested for staff to liaise with Environment Canterbury regarding the possibility of completing the Canterbury Water Management Strategy progress report earlier than 2025, and for the Council to receive a copy of the report when it is available (refer to resolution 2).

### Council Resolved CNCL/2024/00043

That the Council:

1. Receive the information in the Triannual Report and note the work of each Water Management Zone Committee.
2. Requests staff to liaise with Environment Canterbury regarding the possibility of completing the Canterbury Water Management Strategy progress report earlier than 2025, and for the Council to receive a copy of the report when it is available.

Deputy Mayor/Councillor Johanson

**Carried**

### Attachments

- A Selwyn-Waihora Water Management Zone Committee - Presentation to Council

### 13. Revocation of speed limit setting parts of the Traffic and Parking Bylaw 2017

**Council Resolved CNCL/2024/00044**

**Officer Recommendations accepted without change**

That the Council:

1. Notes the following in relation to the revocation of speed limit setting parts of the Traffic and Parking Bylaw 2017:
  - a. National changes to the regulatory system for setting speed limits mean bylaw clauses are no longer needed and should be revoked.
  - b. The revocation can be undertaken by resolution, without consultation, authorised by section 168AAA(2) of the Land Transport Act 1998.
2. Revokes the speed limit setting parts of the Christchurch City Council Traffic and Parking Bylaw 2017, specifically:
  - a. Part 4 Speed limits (which includes clause 27, Speed limits, and its explanatory notes); and
  - b. The associated definitions in clause 5, Interpretation: “designated location”; “speed limit”; “speed limits rule”; and “urban traffic area”.
3. Authorises Council Officers to make the changes to the Traffic and Parking Bylaw 2017, as detailed in Recommendation 2, and republish the amended version of the bylaw on the Council’s website, where it can be accessed by the public.

Mayor/Councillor Scandrett

**Carried**

Councillor Henstock left the meeting at 10.33am and returned at 10.34am during consideration of item 14.

Councillor Harrison-Hunt joined the meeting at 10.33am via audio/visual link during consideration of item 14.

### 14. Metropolitan Discretionary Response Fund - Light of all Nations Hope Ministries Trust

**Council Resolved CNCL/2024/00045**

**Officer Recommendations accepted without change**

That the Council:

1. Declines the application from the Light of all Nations Hope Ministries Trust to its 2023/24 Metropolitan Discretionary Response Fund towards the Community Service project.

Councillor Coker/Councillor McLellan

**Carried**

Councillors Barber and Keown requested that their votes against the resolution be recorded.

**15. Resolution to Exclude the Public Te whakataunga kaupare hunga  
tūmatanui**

**Council Resolved CNCL/2024/00046**

That at 10.38am the resolution to exclude the public set out on pages 176 to 177 of the agenda be adopted.

Mayor/Deputy Mayor

Carried

**Item 6**

**The public were re-admitted to the meeting at 10.51am.**

**Karakia Whakamutunga:** Given by the Mayor, Deputy Mayor and all Councillors.

**Meeting concluded at 10.52am.**

**CONFIRMED THIS 1<sup>ST</sup> DAY OF MAY 2024**

**MAYOR PHIL MAUGER  
CHAIRPERSON**

**Attachment A**

7. Council Minutes - 10 April 2024

Reference Te Tohutoro: 24/602608  
Responsible Officer(s) Te Katie Matheis, Democratic Services Advisor  
Pou Matua: (Katie.Matheis@ccc.govt.nz)  
Accountable ELT Helen White, General Counsel / Head of Legal & Democratic Services  
Member Pouwhakarae:


1. Purpose of Report Te Pūtake Pūrongo

For the Council to confirm the minutes from the Council meeting held 10 April 2024.

2. Recommendation Te Tūtohu Council

That the Council confirm the Minutes from the Council meeting held 10 April 2024.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Minutes Council - 10 April 2024	23/1915167	24

Signatories Ngā Kaiwaitohu

Author	Katie Matheis - Democratic Services Advisor
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## Christchurch City Council MINUTES

Item 7

Attachment A

**Date:** Wednesday 10 April 2024  
**Time:** 9.34 am  
**Venue:** Council Chambers, Civic Offices,  
53 Hereford Street, Christchurch

### Present

Chairperson Mayor Phil Mauer  
Deputy Chairperson Deputy Mayor Pauline Cotter  
Members Councillor Kelly Barber  
Councillor Melanie Coker  
Councillor Celeste Donovan  
Councillor Tyrone Fields  
Councillor James Gough  
Councillor Victoria Henstock  
Councillor Yani Johanson  
Councillor Aaron Keown  
Councillor Sam MacDonald  
Councillor Jake McLellan  
Councillor Andrei Moore – via audio / visual link  
Councillor Mark Peters  
Councillor Tim Scandrett

### Principal Advisor

Mary Richardson  
Interim Chief Executive  
Tel: 941 8999

Katie Matheis  
Democratic Services Advisor  
941 5643  
Katie.Matheis@ccc.govt.nz  
[www.ccc.govt.nz](http://www.ccc.govt.nz)

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## Karakia Tīmatanga: All Councillors

The agenda was dealt with in the following order.

Deputy Mayor Cotter assumed the Chair at the commencement of the meeting.

### 1. Apologies Ngā Whakapāha

#### Council Resolved CNCL/2024/00031

That the apologies received from the Mayor and Councillor McLellan for lateness and the apology from Councillor Templeton for absence be accepted.

That an apology be recorded for Councillor Harrison-Hunt due to a leave of absence.

Councillor Coker/Councillor Peters

Carried

### 2. Declarations of Interest Ngā Whakapuaki Aronga

There were no declarations of interest recorded.

### 3. Public Participation Te Huinga Tūmatanui

#### 3.1 Public Forum Te Huinga Whānui

##### 3.1.1 Ōtautahi Creative Spaces

Kim Morton and Henni Read spoke on behalf of Ōtautahi Creative Spaces regarding arts and mental health work and the impact on communities.

##### Attachments

A Ōtautahi Creative Spaces - Presentation to Council

##### 3.1.2 Jake Mekomoko

Jake Mekomoko spoke regarding an initiative for a community safety model to help reduce response times in emergency events.

##### Attachments

A Jake Mekomoko - Presentation to Council

#### 3.2 Deputations by Appointment Ngā Huinga Whakaritenga

##### 3.2.1 Christchurch Civic Trust

Anne Dingwall spoke on behalf of the Christchurch Civic Trust regarding Item 6.

### 4. Presentation of Petitions Ngā Pākikitanga

There was no presentation of petitions.

Councillor Fields left the meeting at 9.54am and returned at 9.56am during consideration of Item 5. Councillor McLellan joined the meeting via audio/ visual link at 10.10am during the vote by division on Item 5 and left the meeting via audio / visual link at the conclusion of Item 5.

## Report from Joint Meeting - Waipapa Papanui-Innes-Central and Waitai Coastal-Burwood-Linwood Community Boards - 13 February 2024

### 5. Shirley/Marshland/New Brighton/North Parade Intersection Safety Improvement

Council Officers Stephen Wright, Gemma Dioni, and Lachlan Beban joined the table to present Item 5 and answer questions from elected members. In consideration of the update provided by Council Officers, the meeting requested that an additional Recommendation be added noting that there would be ongoing monitoring of traffic changes by Council and Environment Canterbury staff (refer Recommendation 8).

At the conclusion of questions, the Officer Recommendations as amended by the meeting were Moved by Councillor Donovan and Seconded by Councillor Coker.

At the conclusion of debate, the meeting voted by division on the Motion which was declared lost.

### Joint Meeting - Waipapa Papanui-Innes-Central and Waitai Coastal-Burwood-Linwood Community Boards Recommendation to Council

That the Waipapa Papanui-Innes-Central Community Board and Waitai Coastal-Burwood-Linwood Community Board recommend that the Council:

1. Approves that in accordance with Clause 21 of the Christchurch City Council Traffic & Parking Bylaw 2017, that the path on the north side of Shirley Road, commencing at its intersection with Marshland Road, and extending in a westerly direction for a distance of 71 metres, be resolved as a bi-directional Shared Path and in accordance with section 11.4 of the Land Transport Act - Traffic Control Devices Rules: 2004. This Shared Path is for the use by the classes of road user only as defined in Section 11.1A of the Land Transport (Road User) Rule: 2004.
2. Approves that in accordance with Clause 21 of the Christchurch City Council Traffic & Parking Bylaw 2017, that the path on the west side of Marshland Road, commencing at its intersection with Shirley Road, and extending in a northerly direction for a distance of 14 metres, be resolved as a bi-directional Shared Path and in accordance with section 11.4 of the Land Transport Act - Traffic Control Devices Rules: 2004. This Shared Path is for the use by the classes of road user only as defined in Section 11.1A of the Land Transport (Road User) Rule: 2004.

That the Council:

7. Approves that the bus lane on the north side of Shirley Road operating at any time to the right of the left turn lane commencing at a point 10.5 metres west of its signalised intersection with Marshland Road/New Brighton Road/North Parade and extending in an easterly direction for a distance of 9.5 metres be revoked.

### Council Decision

That the Waipapa Papanui-Innes-Central Community Board and Waitai Coastal-Burwood-Linwood Community Board recommend that the Council:

1. Approves that in accordance with Clause 21 of the Christchurch City Council Traffic & Parking Bylaw 2017, that the path on the north side of Shirley Road, commencing at its intersection with Marshland Road, and extending in a westerly direction for a distance of 71 metres, be resolved as a bi-directional Shared Path and in accordance with section 11.4 of the Land Transport Act - Traffic Control Devices Rules: 2004. This Shared Path is for the use by the classes of road user only as defined in Section 11.1A of the Land Transport (Road User) Rule: 2004.
2. Approves that in accordance with Clause 21 of the Christchurch City Council Traffic & Parking Bylaw 2017, that the path on the west side of Marshland Road, commencing at its intersection with Shirley Road, and extending in a northerly direction for a distance of 14 metres, be resolved as a bi-directional Shared Path and in accordance with section 11.4 of the Land Transport Act - Traffic Control Devices Rules: 2004. This Shared Path is for the use by the classes of road user only as defined in Section 11.1A of the Land Transport (Road User) Rule: 2004.

That the Council:

7. Approves that the bus lane on the north side of Shirley Road operating at any time to the right of the left turn lane commencing at a point 10.5 metres west of its signalised intersection with Marshland Road/New Brighton Road/North Parade and extending in an easterly direction for a distance of 9.5 metres be revoked.
8. Notes that both the Council and Environment Canterbury will be monitoring the changes and work to mitigate any issues that arise.

The division was declared **a tie** the voting being as follows:

**For:** Deputy Mayor Cotter, Councillor Coker, Councillor Donovan, Councillor Fields, Councillor McLellan, Councillor Moore and Councillor Scandrett

**Against:** Councillor Barber, Councillor Gough, Councillor Henstock, Councillor Johanson, Councillor Keown, Councillor MacDonald and Councillor Peters

Councillor Donovan/Councillor Coker

**Lost**

Item 7  
Attachment A

## 11. Resolution to Include Supplementary Report

### Council Resolved CNCL/2024/00032

That the reports be received and considered at the Council meeting on Wednesday, 10 April 2024.

#### Open Items

12. Council submission on Fast-Track Approvals Bill

#### Public Excluded Items

14. Appointments to the New Zealand Agricultural Show Investment Trust

Councillor Scandrett/Councillor MacDonald

**Carried**

## 6. Grant an Easement for Utilities Over a Council Reserve

Council Resolved CNCL/2024/00033

### Officer recommendations accepted without change

That the Council:

1. Approve pursuant to Section 48(1) of the Reserves Act 1977 the granting of an easement for utilities to service the Multicultural Recreation and Community Centre over Rural Section 41181 (formerly part Reserve 24) (South Hagley Park) SO Plan 15236 contained in Record of Title CB30A/95 and shown on Attachment C to this report (the plans showing the cable route and easement), noting that:
  - a. Public Notification of the Council's intention to grant an easement in this case is not required as the land will not be materially altered or permanently damaged, and the rights of the public in respect of the land will not be permanently affected; and
  - b. The utility operator will liaise with the Council's Parks Unit regarding access, protection of trees, health and safety, pre-work site assessment, and remediation activities associated with the installation of the utility in the park along with any change in route of fibre if necessary.
2. Approve the Chief Executive, on behalf of the Council, to exercise the powers of the Minister of Conservation referred to in the Reserves Act 1977 and further referenced in the Schedule attached to the Instrument of Delegation for Territorial Authorities dated 12 June 2013 pursuant to Section 48(1) of the Reserves Act 1977, and in exercising those powers consent to the granting of the easement as shown in Attachment D to this report.

Councillor MacDonald/Councillor Peters

**Carried**

## 7. Social Housing and Sydenham Yard Development: Proposed Change in Parameters

Council Officer Bruce Rendall joined the table to present Item 7 and answer questions from elected members. An additional Officer Recommendation (refer Resolution 3) was also tabled at this time.

Councillor Scandrett Moved and Councillor Gough Seconded the updated Officers Recommendations. At the conclusion of debate the substantive Motion was voted on and declared carried.

### Officer Recommendations

That the Council:

1. Agree to alter the existing resolution as resolved at the Council meeting on 7 July 2022 [CNCL/2022/00051], to as follows:
  - a. *Approve the use of the Barnett Avenue Housing Complex land to facilitate the development of a mixed tenure housing development ~~that includes at least ten Council owned social houses;~~*
2. Agree to alter the existing delegation to the Head of City Growth and Property as resolved at the Council meeting on 7 July 2022 [CNCL/2022/00051], as follows:

- a. *Delegate authority to the Head of City Growth and Property to enter into such agreements as required to facilitate the development of a mixed tenure housing development ~~that includes at least ten Council owned social houses on the combined Barnett Avenue and Milton Street site.~~*

**Council Resolved CNCL/2024/00034**

That the Council:

1. Agree to alter the existing resolution as resolved at the Council meeting on 7 July 2022 [CNCL/2022/00051], to as follows:
  - a. *Approve the use of the Barnett Avenue Housing Complex land to facilitate the development of a mixed tenure housing development ~~that includes at least ten Council owned social houses;~~*
2. Agree to alter the existing delegation to the Head of City Growth and Property as resolved at the Council meeting on 7 July 2022 [CNCL/2022/00051], as follows:
  - a. *Delegate authority to the Head of City Growth and Property to enter into such agreements as required to facilitate the development of a mixed tenure housing development ~~that includes at least ten Council owned social houses on the combined Barnett Avenue and Milton Street site.~~*
3. Note that alteration of the existing resolution does not change the Council's objective, which is to facilitate the replacement of the previous social housing units with at least 10 community homes (minimum 22 bedrooms comprising of a mix of two- and three-bedrooms).

Councillor Scandrett/Councillor Gough

**Carried**

Councillor Johanson requested his vote against the resolution be recorded.

Councillor McLellan joined the meeting in Chambers at 10.23am during consideration of Item 8.

Councillor Scandrett left the meeting at 10.23am and returned at 10.24am during consideration of Item 8.

**8. Draft submission Environment Canterbury's draft Long Term Plan 2024-34**

Council Officers David Griffiths and Ellen Cavanagh joined the table to present Item 8 and answer questions from elected members. The Officer Recommendations were Moved by Councillor Fields and Seconded by Councillor Coker. With the agreement of the Mover and Seconder, the meeting included an additional Recommendation (refer Resolution 2) delegating authority to the Mayor and Deputy Mayor to approve the Council's final draft submission.

During debate, Councillor Gough Moved an amendment (refer Recommendation 3), which was Seconded by Councillor Keown. The amendment was voted on by division and declared lost.

The meeting then voted on the substantive Motion, which was declared carried.

**Officer Recommendations**

That the Council:

1. Approve the draft submission to Environment Canterbury on their draft Long Term Plan 2024-2034 (*Attachment A to this report*).

### **Amended Officer Recommendations Moved and Seconded**

That the Council:

1. Approve the draft submission to Environment Canterbury on their draft Long Term Plan 2024-2034 (*Attachment A to this report*).
2. Delegate to the Mayor and Deputy Mayor to finalise and approve the Council submission on Environment Canterbury's draft Long Term Plan 2024-34, to be submitted by Friday 12 April 2024.

Councillor Fields/Councillor Coker

**Moved/Seconded**

### **Council Decision**

3. Express its concern at the level of proposed rates rises and urge Environment Canterbury to find ways to reduce it.

*The division was declared **a tie** the voting being as follows:*

**For:** Councillor Barber, Councillor Gough, Councillor Henstock, Councillor Keown, Councillor MacDonald, Councillor Moore and Councillor Peters

**Against:** Deputy Mayor Cotter, Councillor Coker, Councillor Donovan, Councillor Fields, Councillor Johanson, Councillor McLellan and Councillor Scandrett

Councillor Gough/Councillor Keown

**Lost**

### **Council Resolved CNCL/2024/00035**

That the Council:

1. Approve the draft submission to Environment Canterbury on their draft Long Term Plan 2024-2034 (*Attachment A to this report*).
2. Delegate to the Mayor and Deputy Mayor to finalise and approve the Council submission on Environment Canterbury's draft Long Term Plan 2024-34, to be submitted by Friday 12 April 2024.

Councillor Fields/Councillor Coker

**Carried**

Councillors Gough and Keown requested their vote against the resolution be recorded.

## **9. Amendments to Delegations**

### **Council Resolved CNCL/2024/00036**

#### **Officer recommendations accepted without change**

That the Council:

1. Receive the information in the Amendments to Delegations Report.

2. Note that the decision in this report is of low significance concerning the Christchurch City Council's Significance and Engagement Policy.
3. 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 to the persons as set out in **Attachment A** to this report, and revoke or amend any other delegations as shown in **Attachment A**.
4. Note that the changes to the delegations as shown in **Attachment A** will come into force on 14 April 2024.

Councillor MacDonald/Councillor Keown

**Carried**

Item 7

Councillor MacDonald left the meeting at 10.50am and returned at 10.52am during consideration of Item 10.

Councillor Gough left the meeting at 10.50am and returned at 10.53am during consideration of Item 10.

Councillor Barber left the meeting at 10.53am and returned at 10.55am during consideration of Item 10.

## 10. Mayor's Monthly Report

Council Officer Boyd Becker joined the table to present Item 10 and answer questions from elected members. An additional Mayor's Recommendation regarding the possible installation of a rainbow crossing (refer Resolution 5) was also tabled at this time.

During discussion of Recommendation 2, additional elected members requested their names be put forward as attendees for the 2024 Local Government New Zealand Annual General Meeting (see italicised text in Resolution 2).

The meeting further agreed to the addition of a Recommendation (refer Resolution 6) regarding the Water Management Strategy targets being met by Environment Canterbury.

The Mayor's Recommendations as amended were then Moved by Deputy Mayor Cotter and Seconded by Councillor Scandrett. The meeting then voted on the Motion as amended which was declared carried.

### Mayor's Recommendations

That the Council:

1. Receive the information in the Mayor's Monthly report.
2. Note that the Mayor, Deputy Mayor, and Councillors Gough, MacDonald and Moore have indicated that they will be attending as delegates representing the Christchurch City Council for the 2024 Local Government New Zealand Annual General Meeting to be held between 21-23 August.
3. Appoint the following for the 2024 Local Government New Zealand Annual General Meeting:
  - a. The Mayor as voting delegate; and
  - b. The Deputy Mayor as the alternate delegate.

Attachment A

4. Note that Council staff will provide further information on the remit process for the 2024 Local Government New Zealand Annual General Meeting.

**Council Resolved CNCL/2024/00037**

That the Council:

1. Receive the information in the Mayor's Monthly report.
2. Note that the Mayor, Deputy Mayor, and Councillors *Donovan*, *Gough*, *Harrison-Hunt*, *MacDonald*, *Moore*, *Peters* and *Templeton* have indicated that they will be attending as delegates representing the Christchurch City Council for the 2024 Local Government New Zealand Annual General Meeting to be held between 21-23 August.
3. Appoint the following for the 2024 Local Government New Zealand Annual General Meeting:
  - a. The Mayor as voting delegate; and
  - b. The Deputy Mayor as the alternate delegate.
4. Note that Council staff will provide further information on the remit process for the 2024 Local Government New Zealand Annual General Meeting.
5. Request staff advice on the cost, potential sites and the process for installation of a rainbow crossing or similar in the city and report back in time for consideration in the Long Term Plan 2024-34.
6. Request that the Mayor raise the issue of Environment Canterbury meeting the targets of the Water Management Strategy through the Zone Committee review process.

Deputy Mayor/Councillor Scandrett

**Carried**

**Item 7**  
**Attachment A**

The Mayor joined the meeting at 11.11am during consideration of Item 12.

## 12. Council submission on Fast-Track Approvals Bill

Council Officers Mark Stevenson, Helaina Gregg, and Brent Pizzey joined the table to present Item 12 and answer questions from elected members. An additional Officer Recommendation (refer Resolution 2) was also tabled at this time.

Deputy Mayor Cotter Moved and Councillor Barber Seconded the Officers Recommendations as amended. The substantive Motion was then voted on and declared carried.

### Officer Recommendations

That the Council:

1. Delegate authority to [insert named Councillors] to approve any further changes to the draft Council submission on the Fast-track Approvals Bill (Attachment A and Attachment B to this report).
2. Note that the decision in this report is of low significance concerning the Christchurch City Council's Significance and Engagement Policy.

**Council Resolved CNCL/2024/00038**

That the Council:

1. Delegate authority to the Mayor, Deputy Mayor Cotter, and Councillor Henstock to approve any further changes to the draft Council submission on the Fast-track Approvals Bill (Attachment A and Attachment B to this report).
2. Approve lodging an application to the Minister for Environment for the Council's development of network infrastructure and green spaces within the Ōtākaro Avon River Corridor to be included in Schedule 2A (Projects listed for direct referral to expert panel) of the Fast Track Approvals Bill.
3. Note that the decision in this report is of low significance concerning the Christchurch City Council's Significance and Engagement Policy.

Deputy Mayor/Councillor Barber

Carried

## **11. Resolution to Exclude the Public Te whakataunga kaupare hunga tūmatanui**

**Council Resolved CNCL/2024/00039**

That at 11.12am the resolution to exclude the public set out on pages 19 to 20 of the supplementary agenda be adopted.

Councillor MacDonald/Mayor

Carried

The Mayor resumed the Chair in the Public Excluded segment of the meeting.

**The public were re-admitted to the meeting at 11.14am.**

**Karakia Whakamutunga:** All Councillors

**Meeting concluded at 11.14am.**

**CONFIRMED THIS 1st DAY OF MAY 2024**

**MAYOR PHIL MAUGER  
CHAIRPERSON**



8. Council Minutes - 16 April 2024

Reference Te Tohutoro: 24/647342  
Responsible Officer(s) Te Katie Matheis, Democratic Services Advisor  
Pou Matua: (Katie.Matheis@ccc.govt.nz)  
Accountable ELT  
Member Pouwhakarae: Helen White, General Counsel / Head of Legal & Democratic Services


1. Purpose of Report Te Pūtake Pūrongo

For the Council to confirm the minutes from the Council meeting held 16 April 2024.

2. Recommendation Te Tūtohu Council

That the Council confirm the Minutes from the Council meeting held 16 April 2024.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
<a href="#">A</a> 	Minutes Council - 16 April 2024	24/577805	36

Signatories Ngā Kaiwaitohu

Author	Katie Matheis - Democratic Services Advisor
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## Christchurch City Council MINUTES

Item 8

Attachment A

**Date:** Tuesday 16 April 2024  
**Time:** 9.32 am  
**Venue:** Council Chambers, Civic Offices,  
53 Hereford Street, Christchurch

### Present

Chairperson	Mayor Phil Mauger
Deputy Chairperson	Deputy Mayor Pauline Cotter
Members	Councillor Kelly Barber
	Councillor Melanie Coker
	Councillor Celeste Donovan
	Councillor Tyrone Fields
	Councillor James Gough – via audio / visual link
	Councillor Harrison-Hunt – via audio / visual link
	Councillor Victoria Henstock
	Councillor Yani Johanson
	Councillor Aaron Keown
	Councillor Sam MacDonald
	Councillor Jake McLellan
	Councillor Andrei Moore
	Councillor Mark Peters
	Councillor Tim Scandrett
	Councillor Sara Templeton

### Principal Advisor

Jane Parfitt  
General Manager City Infrastructure  
Tel: 941 8999

Katie Matheis  
Democratic Services Advisor  
941 5643  
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[www.ccc.govt.nz](http://www.ccc.govt.nz)

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**Karakia Tīmatanga:** All Councillors

The agenda was dealt with in the following order.

**1. Apologies Ngā Whakapāha**

**Council Resolved CNCL/2024/00033**

That the apology from Councillor Harrison-Hunt for lateness be accepted.

Mayor/Deputy Mayor

Carried

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

There were no declarations of interest recorded.

**3. Public Participation Te Huinga Tūmatanui**

**3.1 Public Forum Te Huinga Whānui**

There were no public forum presentations.

**3.2 Deputations by Appointment Ngā Huinga Whakaritenga**

Councillor Harrison-Hunt joined the meeting via audio / video link at 9.54am during consideration of Item 3.2.5.

Councillor MacDonald left the meeting at 10.04am and returned at 10.06am during consideration of Item 3.2.7.

Councillor Fields left the meeting at 10.05am and returned at 10.07am during consideration of Item 3.2.7.

**3.2.1 – 3.2.8 Decision-making process for the Speed Management Pan Deputations**

The following presenters spoke regarding Item 5 - Decision-making process for the Speed Management Plan:

- Item 3.2.1** Fiona Bennetts
- Item 3.2.2** David McCormick
- Item 3.2.3** Bronte Barber
- Item 3.2.4** John Lieswyn, Chair, on behalf of Transportation Group New Zealand
- Item 3.2.5** Shane Binder
- Item 3.2.6** Harrison McEvoy and Jack Halliday on behalf of Greater Ōtautahi
- Item 3.2.7** Fiona Bennetts on behalf of Simon Kingham
- Item 3.2.8** Jonty Coulson on behalf of the UC Climate Action Club

**Attachments**

- A 3.2.7 - Simon Kingham - Presentation to Council

**4. Presentation of Petitions Ngā Pākikitanga**

There was no presentation of petitions.

Councillor Barber left the meeting at 10.16am and returned at 10.17am during consideration of Item 5.

Councillor Harrison-Hunt left the meeting at 10.36am and returned at 11.11am via audio / video link during consideration of Item 5.

The meeting adjourned at 10.36am and reconvened at 10.49am.

## 5. Decision-making process for the Speed Management Plan

Council Officers Lynette Ellis, Stephen Wright, and Gemma Dioni joined the table to present Item 5 and answer questions from elected members.

The Officer Recommendations were Moved by the Mayor and Seconded by Councillor MacDonald. With the agreement of the Mover and Seconder an additional provision was added to Resolution 1 (refer to italicised text below) regarding a commitment to proceed with a Hearings Panel before the end of the year.

The modified Officer Recommendations were then voted on by division and declared carried.

### Officer Recommendations

That the Council:

1. Proceed with Option 3 to pause the Hearings Panel process until the Government provides further guidance on any new Land Transport Rule relating to the setting of speed limits.
2. Note that a report will come back to Council for its consideration of next steps once staff have assessed the scope and impacts of any such new Land Transport Rule.
3. Note that the decision in this report is of high significance in relation to the Christchurch City Council's Significance and Engagement Policy.

### Council Resolved CNCL/2024/00034

That the Council:

1. Proceed with Option 3 to pause the Hearings Panel process until the Government provides further guidance on any new Land Transport Rule relating to the setting of speed limits *and commit to a Hearings Panel proceeding before the end of the year.*
2. Note that a report will come back to Council for its consideration of next steps once staff have assessed the scope and impacts of any such new Land Transport Rule.
3. Note that the decision in this report is of high significance in relation to the Christchurch City Council's Significance and Engagement Policy.

The division was declared **carried** by 9 votes to 8 votes the voting being as follows:

**For:** Mayor Mauger, Councillor Barber, Councillor Gough, Councillor Henstock, Councillor Keown, Councillor MacDonald, Councillor Moore, Councillor Peters and Councillor Scandrett

**Against:** Deputy Mayor Cotter, Councillor Coker, Councillor Donovan, Councillor Fields, Councillor Harrison-Hunt, Councillor Johanson, Councillor McLellan and Councillor Templeton

Mayor/Councillor MacDonald

**Carried**

**Karakia Whakamutunga:** All Councillors

Meeting concluded at 11.19am.

CONFIRMED THIS 1<sup>st</sup> DAY OF MAY 2024

MAYOR PHIL MAUGER  
CHAIRPERSON

Item 8

Attachment A





9. Monthly Report from the Community Boards - April 2024

Reference Te Tohutoro: 24/602439  
Report of Te Pou Matua: The Chairpersons of all Community Boards  
Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community













1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 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 Board's public meeting. Please see the individual agendas for the attachments to each report.
- 1.2 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 Ngā Tūtohu a te Poari Hapori

- That the Council:
- 1. Receive the information in the Monthly Report from the Community Boards - April 2024 Report.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Waimāero Fendalton-Waimairi-Harewood Community Board Area Report April 2024	24/603756	42
B  	Waipapa Papanui-Innes-Central Community Board Area Report April 2024	24/603757	48
C  	Waipuna Halswell-Hornby-Riccarton Community Board Area Report April 2024	24/603758	61
D  	Waitai Coastal-Burwood-Linwood Community Board Area Report April 2024	24/603759	70
E  	Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report April 2024	24/603760	82
F  	Waihoru Spreydon-Cashmere-Heathcote Community Board Area Report April 2024	24/603761	87

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## 10. Waimāero Fendalton-Waimairi-Harewood Community Board Area Report - April 2024

Reference / Te Tohutoro: 24/435141

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

Senior Manager / Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

### 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 April 2024.

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

#### 3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
Community Garden Pride Awards	The Board will be hosting the Community Garden Pride Awards function at the Russley Golf Club on 3 April 2024.  127 people received awards this year.	4 April 2024	Strengthening Communities Together Strategy
School Principals' Meetings	The Governance Team has sent out a survey to all of the school Principals in our Board area to gather feedback on attending meetings with the Board. This includes the best time, frequency and who they would like to see attending these meetings e.g. other Council Units, Police, MP etc.  So far 15 responses have been received and staff will come back to the Board with the feedback and a suggested way forward.	Ongoing	Strengthening Communities Together Strategy

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3.2 **Empowering Community Initiatives: A Successful Funding Hui Gathering**

Building on the success of last year's inaugural Fendalton-Waimairi-Harewood Funding Hui, staff organised the second gathering, incorporating improvements based on previous feedback. Held on Wednesday, 28 February, at the Fendalton Library & Service Centre, the event welcomed 30 representatives from local community groups, organisations, and sports clubs.

The gathering aimed to provide essential support and information on funding opportunities, strategically scheduled just before the opening of the CCC Strengthening Communities Fund. Attendees had the opportunity to participate in 15-minute sessions, similar to speed dating, with CCC Local Funding Advisors, RATA, and DIA representatives. These personalised consultations offered tailored advice to effectively guide their funding endeavours.

The morning began with greetings and introductions, followed by informative presentations by RATA, DIA, and CCC. Attendees gained insights into specific funding avenues and project proposals, equipping them with valuable knowledge to advance their initiatives.

Following these presentations, the importance of accountability and storytelling in securing funding was highlighted, emphasising the need for clear communication and engaging narratives.

Afterwards, participants enjoyed networking opportunities while indulging in light refreshments, fostering connections and collaborations within the community.

Overall, the Funding Hui was a resounding success, empowering local organisations to pursue their goals and make a positive impact in the community.

3.3 **Summer with your Neighbours**

The last of the Summer with your Neighbours events have been held. Two great examples of these events are below:

- **Leacroft Street Neighbourhood Support Group**

The Leacroft Street Neighbourhood Support Group reported that their Summer with your Neighbours event held in late February was *"a positive community activity...promoting stronger cohesion between us."*

Around 24 attended the well-received event.

They reported a benefit of holding the gathering was, *"greater contact amongst us, shared concerns etc."*



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- **Atu Siwatibau**

This event was held in November 2023 in Avonhead.

They had around 30 people attend the event and reported a highlight as being, *“getting all the neighbours talking to each other better...more day-to-day conversations with neighbours now.”*



3.4 **Belfast Fresh in the Park**

This community event was held on 25 February 2024 at Sheldon Park in Belfast. The event was run by the Belfast Community Network in partnership with the Fresh Events Team from Youth and Cultural Development (YCD). The aim of the event was to celebrate life in Belfast and included a pool party, free kai and drinks, live DJ, Free Haircuts, face painting, Basketball competition, crazy bikes, stone carving and giant bubbles.

A range of these events will be held across the city with funding support from the Christchurch City Council.



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3.5 **Community Funding Summary**

- 3.5.1 A status report on the Board's 2023-24 Discretionary Response Fund and Youth Development Fund as at 20 March 2024 is attached (refer to **Attachment A**).
- 3.5.2 The 2024/25 Strengthening Communities Fund opened for applications on 4 March and will close on 12 April 2024. A report to allocate the funding will be coming to the Board in late July/early August 2024.

To find out more and to submit an application, please visit our website

<https://ccc.govt.nz/culture-and-community/community-funding/scfund/>



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

3.6.1 **Report back on other Activities contributing to Community Board Plan**

- A progress report on the Community Board Plan was provided to the Board at their November 2023 meeting. The next report will be provided in May 2024.

3.6.2 **Council Engagement and Consultation**

- **Urban Forest Tree Planting Plans**

The Council is seeking feedback on 11 new plans for tree planting in reserves and parks across the city.

Three of these plans are in the Fendalton-Waimairi-Harewood area:

- Highsted Reserve - Bishopdale
- Juniper Reserve - Burnside
- Paprika Reserve - Bishopdale

Public feedback is open until 9 April 2024.

To view the plans and see further information, please visit our website at

<https://letstalk.ccc.govt.nz/treeplantingplans>



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- **Te Mahere Rautaki Kaurera | Our Draft Long Term Plan 2024-2034**

Every three years, councils are required to publicly consult on and adopt a long term plan (LTP) covering our services and major projects over the next 10 years.

The Long Term Plan outlines how much these services and projects will cost, how they will be funded and what rates will need to be.

We need to make sure that we've got the right balance of what we can deliver with what's affordable. We're keen to hear what you think about our plan and priorities, and other ideas you may have.

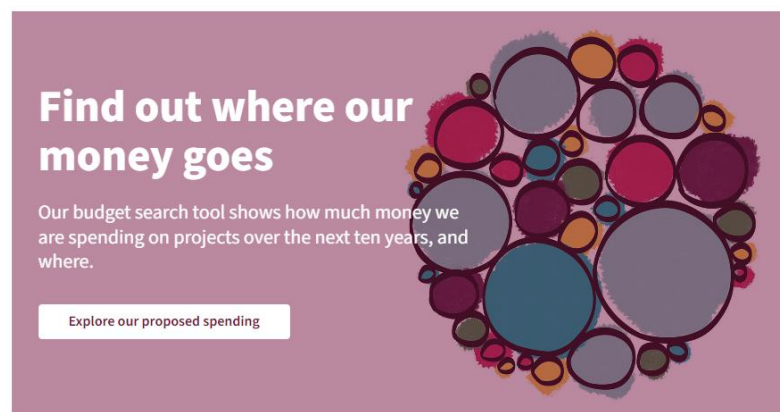
Community consultation opened on 18 March and will close on 21 April 2024.

To find out more and to make a submission, please visit our website at

<https://letstalk.ccc.govt.nz/draft-ltp-2024-2034>

You can also visit our interactive 'bubble' tool which shows how much money is being spent on projects and where in the city those projects are located.

You can access this tool by [clicking here](#).



#### 4. Advice Provided to the Community Board Ngā Kupu Tohutohu ka hoatu ki te Poari Hapori

- 4.1 Customer Service Request Report - Hybris monthly report for February 2024 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 Snapshot - February 2024 (refer to **Attachment C**).
- 4.3 SWN - Major Cycle Route (MCR) Northern Line Cycleway - Barnes Road construction (*circulated 23 February 2024*)
- 4.4 SWN - Hampton Place - watermain renewals updated (*circulated 27 February 2024*)
- 4.5 SWN - Grangewood Lane - watermain renewals (*circulated 1 March 2024*)
- 4.6 SWN - Memorial Avenue - watermain renewals (*circulated 8 March 2024*)
- 4.7 SWN - Hamilton Avenue - Nor'West Arc Cycleway (*circulated 8 March 2024*)

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- 4.8 SWN - Ilam Road - Nor'west Arc Cycleway updated (*circulated 14 March 2024*)
- 4.9 SWN - Frith Place - watermain renewals (*circulated 14 March 2024*)
- 4.10 SWN - Harewood Road - investigation work (*circulated 14 March 2024*)
- 4.11 SWN - Joyce Crescent - Nor'West Arc Cycleway update (*circulated 14 March 2024*)
- 4.12 SWN - Harewood Road and Bishopdale Roundabout - investigation work (*circulated 15 March 2024*)
- 4.13 SWN - Intersection Greers/Langdons/Reynolds - investigation work (*circulated 15 March 2024*)
- 4.14 Memo - Groynes Dog Park Renaming (refer **Attachment D**)
- 4.15 Memo - Investigation works for the Wheels to Wings Major Cycle Route and surrounding Harewood projects (refer **Attachment E**)

**Attachments Ngā Tāpirihanga**

No.	Title	Reference	Page
A	Fendalton-Waimairi-Harewood Community Board Funding Update - April 2024	24/436003	
B	Fendalton-Waimairi-Harewood Hybris Ticket Report - February 2024	24/443191	
C	Fendalton-Waimairi-Harewood Graffiti Snapshot - February 2024	24/443195	
D	Memo - Groynes Dog Park renaming	24/436007	
E	Memo - Investigation works for the Wheels to Wings Major Cycle Route and surrounding Harewood projects	24/436009	

**Signatories Ngā Kaiwaitohu**

<b>Author</b>	Maryanne Lomax - Manager Community Governance, Fendalton-Waimairi-Harewood
<b>Approved By</b>	Matthew McLintock - Manager Community Governance Team John Filsell - Head of Community Support and Partnerships

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## 13. Waipapa Papanui-Innes-Central Community Board Area Report - April 2024

Reference / Te Tohutoro: 24/365043

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

Senior Manager / Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

### 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-Central Community Board:

1. Receive the Waipapa Papanui-Innes-Central Community Board Area Report for April 2024.

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

#### 3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
<a href="#">Community Pride Garden Awards 2024</a>	A joint venture between the Community Boards and the Christchurch Beautifying Association since 1997.  The awards encourage civic pride and acknowledge those who have contributed to maintaining the image of Christchurch as the Garden City by beautifying their streets and gardens.	Certificates are currently being printed and posted out to recipients.	Resilient Communities Te Haumako Te Whitingia Strengthening Communities Together Strategy
<a href="#">Community Service Awards 2024</a>	Community Service Awards give well-deserved recognition to the people who make our communities better places to live. They are a way of thanking and honouring volunteers who demonstrate dedication and passion, inspiring others to make service a central part of their lives.	Nominations have closed and are being processed for the Board to consider at a subsequent meeting.	Te Haumako Te Whitingia Strengthening Communities Together Strategy
<a href="#">Summer with your neighbours (SWYN)</a>	SWYN is about bringing people closer together and celebrating the unique and diverse mix of each neighbourhood.  Photos from recent events held in the community through the project are shown below.	Reimbursements are being processed. The last date for gatherings to be held was 31 March 2024 with all claims to be received by 10 April 2024.	Te Haumako Te Whitingia Strengthening Communities Together Strategy

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• **Cherrywood Place - Summer with your Neighbours event**



On 3 March 2024 a Summer with your Neighbours barbeque event was held in Cherrywood Place, bringing people together in the fine late summer weather.



3.2 **Community Funding Summary**

The balance of the Board's funding pools at the time of writing is currently as follows subject to subtraction of the grants proposed through the reports to this meeting as shown:

2023/24 Waipapa Papanui-Innes-Central Discretionary Response Fund (DRF)		
<b>Approved Board Projects:</b>		
• Summer with your neighbours	\$4,500	
• Youth Recreation	\$9,000	
• Community Pride Garden Awards	\$700	
• Community Liaison	\$4,000	
• Youth Development Fund	\$7,500	
• Community Service Awards	\$2,500	
• Rangatahi Civic Awards	\$1,100	
<b>AVAILABLE BALANCE (at time of writing):</b>		<b>\$77,622</b>
<b>Proposed DRF Grants (subject to approval at this meeting):</b>		<b>Recommended:</b>
• Edgware Tennis towards the cost of a permanent drainage solution to storm-water run off		\$10,000
• Morrison Avenue Bowling Club (Inc) towards the Accessible Club Building project		\$15,000
<b>Prospective remaining balance (if all recommendations accepted):</b>		<b>\$52,622</b>

2023/24 Waipapa Papanui-Innes-Central Youth Development Fund (YDF)	
<b>Approved under delegation since last report:</b>	
• Grant to Amanda Watkins (as detailed in <b>Attachment A</b> )	\$200
<b>AVAILABLE BALANCE (at time of writing):</b>	<b>\$3,100</b>

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3.3 Strengthening Communities Fund



This fund supports community-focused organisations whose projects contribute to the strengthening of community wellbeing in the Christchurch city area. Applications for the 2024/25 Strengthening Communities Fund opened on 4 March 2024 and will close on 12 April 2024. Information on what the fund covers, and the application process can be found at [this link](#).

3.4 The Mayor's Welfare Fund

The Mayor's Welfare Fund provides assistance to families and individuals in the community who are in extreme financial distress. It is a last resource when people have exhausted other appropriate sources such as Work and Income New Zealand (WINZ). The criteria and instructions on how to apply can be found here: [Mayors Welfare Fund - all you need to know](#)

3.5 Upcoming Community Events and Activities

- **Volunteer Events**

Visit [this link](#) for the variety of volunteer events held around the city, and [this link](#) to volunteer at a Council-produced event.

There is also information at [this link](#) on becoming a Graffiti Programme volunteer, or register at [this link](#) to join the Parks Volunteers Team.

Some planting events are [eligible for Children's University \(CU\) credits](#), and family-friendly. Or schools can be supported by the 'connect and grow' planting programme: [Manaaki Taiao – Nurture Nature](#).



- **FRESH Events 2024**

Information on events from Youth & Cultural Development (YCD) is available at [this link](#).

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- **Other upcoming community events and festivals in the city**

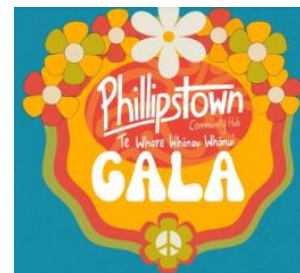
Visit [this link](#) for the variety of community events and festivals held around the city. This also links to the [What's On](#) site, where can found one-off and regular events like:

- [Linwood Village Market](#) – 6 April & 4 May 2024, 10am to 1pm at the Linwood Community Arts Centre car park - Monthly community market: books, crafts, collectibles, plants, boutique op shop, This and That, and tiny fundraisers for local community projects.
- [Heritage Highlights: "Dear Sir: Please remove your pig..."](#) – 10 April 2024, 10.15-11.30am at Tūranga - Join Christchurch City Council Archivist Annabel Armstrong-Clarke to explore the life of an Inspector of Nuisances in early Christchurch through the Council archives.
- [Frontrunner Christchurch Marathon](#) – 21 April 2024, 7.30am to 2pm - It is renowned as one of the flattest and fastest courses in the world, but it is also one of the most scenic and supportive. The central city course takes in iconic Christchurch landmarks such as the Town Hall, Hagley Park, and the Avon River. The central city is open for business, please plan your travel on the day and be aware that there may be some delays. Traffic and transport restrictions will be in place from 5am to 1.30pm.
- [Red Zone roving bioblitz day one – 'Riverlution'](#) – 26 April 2024, 9am to 4pm - Meeting at Ōtakaro Orchard or joining in at any point along the way with the hikoi led by a team of rangers, community and scientists - follow the Ōtakaro Avon River as it meanders through the city, Avon Loop and Richmond areas. There will be frequent stops to take photos and observe nature. Entomologists will be sweep-netting and using beat trays to uncover the hidden biodiversity of invertebrates.
- [Wānanga Ikura with Para Kore](#) – 24 April 2024, 6pm at Riverlution Eco Hub



relaxed and enjoyable way to unwind after a busy day.

- [Phillipstown Community Hub Gala 2024](#) – 13 April 2024, 10am to 4pm – a celebration of Phillipstown Community Hub and the organisations that reside within it.



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- [Eid al-Fitr Festival \(NZ Eid Day - Christchurch\)](#) – 14 April 2024, 2-7pm at the Christchurch Multicultural Recreation and Community Centre – join in celebrating this festive season filled with love, unity, and blessings.

- [Microvolunteering Day](#) – 15 April 2024 - recasting volunteering as an activity that need not be constrained by stereotypical views of volunteering being a time and commitment intensive activity.



- **Christchurch City Council Libraries Events**

Christchurch City Libraries run a wide range of classes and programmes both in libraries and through its learning centres for everyone from babies to seniors, with information at [this link](#).

The Libraries' Events Calendar can be found [here](#), and there are dedicated pages for significant events and related topics like:



- [ANZAC Day](#) - celebrated in Australia and New Zealand on 25 April. It is a time when we remember New Zealanders and Australians who fought in wars around the world - whether through attending a dawn service and parade, talking to older relatives about their memories, buying and wearing a red poppy, making Anzac biscuits, or simply remembering our family members who fought in wars.

Poppy Day is the Friday before ANZAC Day and is the day when people sell red poppy badges to raise funds for war veterans.

- [New Zealand Music Month - Te Marama Puoro o Aotearoa](#) - Christchurch City Libraries celebrates NZ Music Month during May every year.

### 3.6 Participation in and Contribution to Decision Making

#### 3.6.1 Report back on other Activities contributing to Community Board Plan



all its vibrancy and is delivered by Shirley Community Trust, supported by the Council.

- **Shirley Shine 2024**

Shirley Shine 2024 was reported to be a blast, thanks to the vendors, stall holders and volunteers who made it happen. The event celebrates the Shirley community in



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- **Blessing for the opening of the Women's Centre's new premises**



A blessing for the official opening of the Women's Centre's new premises at 48 Fitzgerald Avenue in Christchurch Central was held on 21 March 2024.

The [Women's Centre](#) works for the well-being of all women, by assisting, encouraging and supporting them to make informed choices in their lives. Established in 1986, the Centre was originally set up to support women on their journey leaving the Women's Refuge, and once the Refuge established its own support system, the focus of the Women's Centre shifted to serving all Christchurch women.

The Centre is a safe space and drop-in centre for women to access resources, courses, support groups, workshops, counselling, and information about further support services.

The Board Chair of the Women's Centre in her opening speech thanked staff, supporters and volunteers for their amazing work and ongoing support. She also thanked the Board for their Better Off funding support for the relocation and set up costs of the new premises, developing as it did through discussions between the Centre and Council staff assessing the need for, and implications of, securing larger premises.



- **Richmond Gala**

Held on Saturday, 23 March 2024, Richmond Gala is a showcase of all the amazing happenings in and around our Richmond, and a collaborative event hosted by Avebury House, Richmond Community Garden and "We Are Richmond". It was reported to be a super day, with many wonderful stalls, volunteers, entertainers,



and workshops, the entire riverside corner was humming.

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• **Parks Team Update – Essex and Rutland Reserves**

The Community Partnerships Ranger has provided an update on the maintenance session held in Essex Reserve with the Garden Facilitator for Philipstown Hub, local community members, and the Sailsbury St Foundation. The focus for that being removing weeds around native plantings.

They also recently held two maintenance sessions in Rutland Reserve with a corporate group (Verizon Connect), together spreading ten cubic metre of mulch around plantings completed in the reserve late last year that had become overgrown with grass and weeds.



• **Liaison Meeting with Ward School Principals and Members of Parliament**

On the morning of 22 March 2024, the Board hosted School Principals and Members of Parliament from the Board area in its Boardroom for roundtable discussion of local issues. The attendees also heard from the Council Community Funding Advisor administering the Mayor's Welfare Fund about how the Fund can assist struggling families.



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The Principal at Te Oraka Shirley Intermediate, Brett Cooper, kindly spoke to a letter of thanks he'd written on behalf of the school community to the Board for their support though the Board's initiative to contribute to remediating their pools so they can be used by students and the local community. He noted there that:

*"Your generous grant of \$60 000 will significantly help us to move ahead with our restoration plans. The pools will benefit local schools which include Pareawa Banks Ave and Shirley Primary. This will enable us to teach swimming skills and water safety. Also, local families will be able to make use of the pools outside of school hours.*

*We will share the progress we make with you so you can see firsthand how your support has made a tangible impact on the lives of others."*

3.6.2 Council Engagement and Consultation



- [Draft Long Term Plan 2024-34](#) (closes 21 April 2024)

The Long Term Plan (LTP) sets the direction for all the activities and services the Council provides, and how it will pay for these services over the next 10 years.

The Council is asking what residents think of its proposed plan – whether it has the balance right, whether it has prioritised the right things, and about its alternative options.

In this LTP the Council has focused on developing a deliverable capital programme - proposing to spend the \$6.5 billion over the next 10 years across a range of activities, including some key areas that residents told it are important through our Residents Surveys, and our early engagement on the LTP.

The Council's [budget search tool](#) shows how much money it is spending on projects over the next ten years, and where.

- [Ōtākaro Avon Stormwater Management Plan](#) (closes 22 April 2024)

Stormwater Management Plans (SMPs) outline how we can reduce contamination and progressively improve stormwater discharges.



- [Tree Planting Plans](#)

The Council is seeking feedback on the following plans until 9 April 2024, with more plans being released in the coming weeks:

- Arran Playground - Linwood
- Birkdale Reserve - Shirley
- Francis Reserve - Hoon Hay
- Highsted Reserve - Bishopdale



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- Jones Reserve - Templeton
- Juniper Reserve - Burnside
- Paprika Reserve - Bishopdale
- Radley Playground - Woolston
- Sea Eagles Reserve - North New Brighton
- Spreydon Domain - Hoon Hay
- Scott Park - Halswell

- **Other consultations in other parts of the district**

- [Aranui Streets Project](#) (closes 15 April 2024)
- [Purau Reserve](#) (early feedback closes 7 April 2024; consultation approx. May/June)
- [Arthur Street parking improvements](#) (closes 7 April 2024)

3.7 **Governance Advice**

3.7.1 **Customer Service Request (CSR) Report for the Papanui-Innes-Central Wards**

Refer to **Attachment B** for the 1 February – 29 February 2024 statistics, providing an overview of the number of CSRs that have been received, including the types of requests being received and a breakdown of how they are being reported.

[Snap Send Solve](#) is the smartphone app the Council offers to help make reporting issues easy, and it is still possible to [report issues online](#), by calling Council on 03 941 8999 or visiting one of the Council's [Service centres](#).

3.7.2 **Climate action**

The Board's vision statement reflects its commitment to supporting the [Ōtautahi Christchurch Climate Resilience Strategy's climate goals](#) and the [Ōtautahi-Christchurch Urban Forest Plan](#).

Another resource for understanding the Council's targets, what it's doing, how emissions are tracking, and finding relevant community events and activities, is the [Council's Climate Action webpage](#). At present relevant community events in the Board area include 'Repair Revolution' at Riverlution Eco Hub and Richmond Community Garden.

There is information on the page regarding reducing landfill, which reduces the emissions landfill produce. It saves ratepayers' money, and it's a great time, following the [kerbside changes](#), to [find out more about how to 'bin good' and download the handy app here](#).



3.7.3 **Community Patrols**

The [Community Patrols of New Zealand website](#) hosts a wealth of information relevant to what they do in helping to build safer communities, becoming a patroller, and setting

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up a patrol. Patrols in the Board area include the Christchurch North and City Park community patrols. Their [statistical information](#) can be found on the website.

3.7.4 **Planned road works and closures**

Planned road works and closures are indicated on the map at the [Traffic Updates page at this link](#). Additionally, a Smartview of nearby road works and closures is available at the following link: <https://smartview.ccc.govt.nz/travel/roads>.

- **Public Notices – proposed temporary road closures for events**
  - [Anzac Day Parades](#)
  - [University Graduation Parades](#)
  - [Christchurch Marathon 2024](#)



3.7.5 **School travel**

The Council offers a wealth of resources [at this link](#) relevant to how together we can make it way safer and easier for more children to walk, bike and scooter to school.

3.7.6 **Travel Planning**

The Council also offers free city travel planning to help organisations, businesses and staff get to know their travel options, with personalised journey planning sessions, advice, practical resources and services such as Metro incentives for taking the bus, and onsite bike workshops. Information is available [at this link](#), which notes that over 50 workplaces have been supported since 2016, assisting thousands of staff across the city.

3.7.7 **SmartView**

The Council's [SmartView page](#) gives users access to a range of real-time information about the city, including data on how to find local mountain bike tracks and also check that they are open, the number of spaces available in car park buildings, the nearest bus stop and the time of the next arrival, air quality, how to get to places, events, where to see street art, weather updates and the latest airport arrivals and departures.



4. **Advice Provided to the Community Board Ngā  
Kupu Tohutohu ka hoatu ki te Poari Hapori**

4.1 **Start Work Notices (SWN)**

SWN relating to the Board area are separately circulated to the Board. All Board area and city-wide start work notices can be found at [this link](#). Recent SWN relating to the Board area are:

- Ferry Road, Ensors Road and Aldwins Road intersection - upgrade investigations (*circulated 2 April 2024*)
- Shirley Road, Hills Road and Warrington St intersection - upgrade investigations (*circulated 2 April 2024*)

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- Stanmore Road and Gloucester Street - Traffic Signals Upgrade - Night Works (*circulated 27 March 2024*)
- Major Cycle Route (MCR) Northern Line Cycleway - railway crossing upgrade (*circulated 27 March 2024*)
- Bishopdale investigation works - Harewood Road between Restell Street and Harris Crescent (*circulated 26 March 2024*)
- Matsons Avenue - investigation works (*circulated 26 March 2024*)
- Bishopdale investigation works – Greers Road, Langdons Road, Reynolds Ave (*circulated 15 March 2024*)
- Bishopdale investigation works – Harewood Road and Bishopdale roundabout (*circulated 15 March 2024*)
- Harewood Road - investigation work (*circulated 14 March 2024*)
- Major Cycle Route - MCR Northern Line Cycleway - railway crossing upgrade (*circulated 14 March 2024*)
- High Street Upgrade between Tuam and St Asaph Streets (*circulated 14 March 2024*) – update provided on this by email on 19 March 2024 that: due to recent rain causing wet ground conditions, the laying of paving tiles alongside Ara was a day behind schedule - accordingly, Stage 2 is signalled to commence 21 March 2024.
- McSaveney's Road - drain renewal (*circulated 13 March 2024*)
- Papanui Memorial Reserve - paving renewals (*circulated 7 March 2024*)

**4.2 Orion update on works to install a new underground power cable between Bromley and Milton Street**

Orion's Community Engagement Lead on 27 March 2024 provided the below update on these works:

*We have successfully installed around 5.5km of new power cable from Bromley through to Ensors Road in Woolston, and around 2.0km of cable along Brougham Street from Opawa Road, via Burlington Street to Milton Street. Our current works on Brougham Street, near Burlington Street are due to be finished this week (weather depending).*

*We have one final section of cable to complete. This requires us to dig a trench on Ensors Road from Brougham Street to Sullivan Avenue. We can then install the final length of cable from a joint bay near Sullivan Avenue to a joint bay on Brougham Street, between Opawa Road and Wilsons Road. The cable will be pulled through the ducts we installed on Brougham Street in late 2023. Once the cable is installed, we can join it to previously installed cables, and the full cable route will be complete.*

**Upcoming works on Ensors Road**

*To safely install the final section of cable on Ensors Road, traffic management will be in place from early-April:*

- Ensors Road will be reduced to one lane southbound (travelling towards Brougham Street) from around MacKenzie Avenue.
- Southbound traffic will still be able to turn left and right from Ensors Road onto Brougham Street, although the number of lanes will be reduced.
- Sullivan Avenue and MacKenzie Avenue will remain open.
- The northbound lanes on Ensors Road (travelling towards Ferry Road) will not be affected.

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- *There will be no on-street parking available where we are working (outside the Ara Woolston Campus).*

*These works are planned to start in early-April and be completed in June 2024.*

*We have delivered a start work notice to residents around the work area and have notified the Ara Woolston Campus of the upcoming works.*

*In early May, we will need to close the southbound lanes on Ensors Road for three nights to deliver the new cable to the site. The cable arrives on large drums and is craned into position. We need to close the road to safely accommodate the crane on site. The southbound lanes will be closed from 9pm to 5am for between 3-4 hours while we unload the cable. This closure will affect access to MacKenzie Avenue and Sullivan Avenue at night. Detour routes will be signposted.*

**Upcoming works on Brougham Street**

*To complete the cable installation there will be some final works on Brougham Street around the joint bay between Opawa Road and Wilson Road. Once we've installed the final section of cable and joined this to previously installed cables, we will be able to close the joint bay and reinstate the road.*

*We will complete works around the joint bay largely at night, maintaining one lane in each direction on Brougham Street. During the day, Brougham Street will be two lanes in each direction. The intersections at Opawa Road and Waltham Road will not be affected by the works around the joint bay.*

*We understand these works have been impactful, particularly for residents affected by the night works. We have appreciated the patience and understanding of local residents who have been very accommodating. While we all benefit from a strengthened electricity network, we do understand that construction works outside homes is an inconvenience.*

**4.3 Memoranda**

Memoranda related to matters of relevance to the Board have been separately circulated for the Board's information and are listed below.

- CCC: Shirley/Marshland/New Brighton/North Parade Safety Improvements (*circulated 2 April 2024*)

**Attachments Ngā Tāpirihanga**

No.	Title	Reference	Page
A	Youth Development Fund Grant under Delegation for Amanda Watkins	24/423828	
B	Customer Service Request Report - February 2024	24/445495	

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**Signatories Ngā Kaiwaitohu**

<b>Authors</b>	Mark Saunders - Community Board Advisor Trevor Cattermole - Community Development Advisor Stacey Holbrough - Community Development Advisor Helen Miles - Community Recreation Advisor Lyssa Aves - Support Officer Emma Pavey - Manager Community Governance, Papanui-Innes-Central
<b>Approved By</b>	Emma Pavey - Manager Community Governance, Papanui-Innes-Central Matthew McLintock - Manager Community Governance Team John Filsell - Head of Community Support and Partnerships

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## 9. Waipuna Halswell-Hornby-Riccarton Community Board Area Report - April 2024

Reference / Te Tohutoro: 23/1964940

Report of / Te Pou  
Matua:

Jessica Garrett, Community Governance Manager

Senior Manager /  
Pouwhakarae:

Andrew Rutledge, Acting General Manager Citizens and Community

### 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 April 2024.

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

#### 3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
Funding Hui	<p>The Community Governance Team organised a funding hui for community organisations to learn about Strengthening Communities funding as well as guest speakers from Rata and DIA who discussed their funding opportunities.</p> <p>The event was so successful that the team had to add a second hui as the first one reached maximum capacity.</p> 	13 <sup>th</sup> March 2024	Strengthening Communities Together Strategy

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Children's Day	<p>Children's Day marked its return for the first time since the onset of Covid and wet weather postponement, dedicated to celebrating the joy of childhood. The annual family fun day unfolded from 11am to 3pm on Sunday, March 3, at Cuthberts Green.</p> <p>The day featured a live stage performance celebrating the talents of Otautahi's tamariki, along with free sausage sizzles organized by the Kiwanis, sports, bounce castles, and a myriad of other complimentary activities for the kids to relish and create lasting memories. Notably, children had the chance to take home a small native plant generously provided by Trees for Canterbury.</p> <p>Thank you to everyone who came out to celebrate Children's Day, what a fun and memorable day! Throughout the day, the event had over 16,000 people in attendance.</p> <p>All would not have been possible without the support of staff from Christchurch City Council, contractors, vendors, activity and information stalls, our volunteers and sponsors who all played a crucial part in bringing Children's Day together and contributing to its success.</p> 	Completed	Strengthening Communities Together Strategy
Community Pride Garden Awards 2024	<p>Community Pride Garden Award Certificates are currently being printed and will be posted out this month to 224 recipients.</p> <p>The awards encourage civic pride, acknowledging those who have contributed to maintaining the image of Christchurch as the Garden City by beautifying their streets and gardens.</p>	Ongoing	Strengthening Communities Together Strategy
Community Service Awards 2024	<p>Community Service Awards give well-deserved recognition to the people who make our communities better places to live. They are a way of thanking and honouring volunteers who demonstrate dedication and passion, inspiring others to make service a central part of their lives.</p> <p>Nominations have closed and will be considered by the Board at a subsequent meeting.</p>	Ongoing	Strengthening Communities Together Strategy

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- **Hornby House of Hoops and Graffiti Art Space**

House of Hoops Hornby hosted by Youth and Cultural Development took place at Wycola Park on Sunday, March 10th. The highlight of the event was a 3v3 hoops competition, braids and fades, as well as a sausage sizzle.

In addition to the basketball tournament, there was also a space for people to have a go at graffiti art on the volley wall located at the back of the basketball court. This space is currently being run as a trial revolving art space. People can use the space to create art any time they would like, it is self-managed and people are required to buff (paint) over existing art before starting their own work.



- **Hello Hornby - Our Community Party in the Park**

Hello Hornby brought the community together at Wycola Park on Saturday, March 9<sup>th</sup>. The event drew a big turnout, with people enjoying the variety of activities and offerings. Food stalls provided delicious treats, while community stands showcased local initiatives and services. Entertainment added to the festive atmosphere, with music and performances.

Hello Hornby was a wonderful opportunity for the community to come together, celebrate, and enjoy everything that makes Hornby special.

The Hello Hornby - Our Community Party in the Park Committee sent a thank you letter to its supporters expressing their gratitude and appreciation of the immense support that contributed to the event along with a collage of photos (refer Attachment A).

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- **Launch of Hornby Community Patrol Car**

The Hornby Community Patrol launched their brand new patrol car amongst their large team of volunteers and sponsors at the Hornby Bowls Club Rooms on Sunday 10th March. Hornby Community Patrol Patron Hillary Muir cut the ribbon and revealed the new car and its signage.

The new car is an incredible asset to the Hornby Community Patrol who contribute significantly to the Hornby community through their patrols, and their ongoing support of other Hornby organisations and events.

In November 2024 the Waipuna Halswell-Hornby-Riccarton Community Board approved a grant of \$22,500 from its Better Off Fund to the Hornby Community Patrol for a contribution towards the car.



*Pictured above is Councillor Mark Peters, and Community Board Representatives Debbie Mora, Marie Pollisco, and Sarah Brunton.*

- **ANZAC Day Services 2024**

Local services being held on Thursday 25 April include:

- **20th Battalion Association Commemoration ANZAC Service**, Jane Deans Close, Riccarton, 9am.
- **Halswell ANZAC Service**, Halswell Memorial site adjacent to the Halswell Domain, Halswell Road, 9am.

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- **Hornby ANZAC Service**, War Memorial site in the grounds of Hornby Primary School, 190 Waterloo Road, 9am.
- **UCSA hosted ANZAC Service**, Matariki Quad, University of Canterbury, University of Canterbury, 20 Kirkwood Avenue, 10am.
- **Templeton RSA ANZAC Service**, 38 Kirk Road, Templeton, 11am.
- **Wigram ANZAC Service**, Air Force Museum of New Zealand, 45 Harvard Avenue, 12noon.

**3.2 Community Funding Summary**

3.2.1 For information, a summary is provided on the status of the Board's 2023-24 funding as at March 2024 (refer **Attachment B**).

3.2.2 Under authority delegated by the Community Board the following allocations were made in late February, and March 2024:

- \$400 to Stella Crossan towards participating in the Asia Pacific Canoe Sprint Cup 2024 in Sydney Australia.
- \$500 to St Thomas of Canterbury College towards Alex Walls, Waisea Henry, Josh Dempster, Finn Steel, Finn Matheson, Rico Rzoska, Noah Eastwick, Zural Cosgrove, Matthew Scott and Matthew Surrey to participate in the New Zealand Secondary School Futsal National Championships in Wellington.
- \$300 to Amber Hill towards participating in the Girls Brigade Awesome Leadership Course in Auckland.

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

**3.3.1 Council Engagement and Consultation.**

- **Draft Long Term Plan 2024-2034**

The Draft Long Term Plan 2024-2034 is currently out for consultation. Consultation opened on 18 March and closes on 21 April 2024.

- **Tree Planting Plans**

The Council is seeking feedback on 11 new plans for tree planting in reserves and parks across the city, including Scott Park in Halswell and Jones Reserve in Templeton.

Consultation was open for feedback between 12 March to 9 April 2024.

- **Arthur Street Parking Changes**

To meet increased parking demand, the Council are planning on removing the existing timed parking restriction signage, extending the yellow no-stopping lines outside Middleton Grange School and at the Hansons Lane and Middleton Road intersections and introducing two 60-minute timed car parks on the southwest side of Arthur Street.

Consultation was open for feedback from 25 March until 7 April 2024.

**3.4 Governance Advice**

**3.4.1 Summer with your neighbours**

At its meeting on 14 September 2023 as part of its consideration of Summer with your Neighbours 2023-24 the Board discussed the programme noting that the application

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period closes in August which may be some time before summer events are held and requested that staff assess the feasibility of extending the application period for 'Summer with your neighbours' 2024/25 funding through to mid-December and provide advice on possible Board delegation of decision making on grants under this fund to staff.

The August application closing date has previously been uniformly applied across the city. This timeframe allows for all applications to be received, assessed against fund criteria, reported to the Board, decided and the outcome advised to applicants ahead of the start of summer. It is acknowledged that requiring applications in July/August necessitates potential applicants to consider their summer plans and submit applications during winter. To address this the Board has in the past provided for Summer with your Neighbours 2023-24 late applications to be made to allow for the remaining unallocated funding and any unspent funding by funding recipients, to be applied towards events that meet the Summer with your Neighbours criteria and delegated authority to the Manager Community Governance to consider and make decisions on these late applications and to approve grants up to a maximum of \$200 per application. All decisions on late applications to be reported to the Board.

An extension of the application period until mid-December would put Waipuna Halswell Hornby Riccarton "out of step" with other community boards but is likely to offer flexibility to applicants to apply closer to the time of a planned event when they may be better placed to estimate the number of participants, likely costs etc. Delegation to decide applications to staff would enable applications to be processed as they arrive so that approvals could be conveyed to applicants earlier, although this approach would mean that the total cost of applications would not be known in advance of decisions so that recourse to the Board seeking "top up" of the fund may be required to fund later applications. All decisions on applications made under delegated authority should be reported to the Board regularly together with advice on the amount remaining.



#### **4. Advice Provided to the Community Board Ngā Kupu Tohutohu ka hoatu ki te Poari Hapori**

##### **4.1 Matatiki Hornby Centre**

The Board and local community are looking forward to the official opening of the Matatiki Hornby Centre on Friday 19 April 2024, with the Board attending a blessing on Tuesday 2 April.

Matatiki offers the Hornby community refreshing pools, learn to swim classes, aqua group fitness classes, library, service centre and more. The Matatiki Hornby Centre pool complex also includes a lane pool, learn-to-swim pool, family spa pool, and toddlers' wet play area.

Hornby Rotary and the Greater Hornby Residents' Association have been working alongside the Council to fundraise \$1.4 million for a hydrotherapy pool at the facility. The groups have raised over \$1.1 million to date.

The Goulding Avenue library closed on Thursday 28 March for the shift to Matatiki Hornby Centre with the Customer Services Hub to remain open until 5pm Friday 19 April, before also

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shifting across to Matatiki. Following the closure of Hornby Library on 28 March and before the opening of Matatiki Hornby Centre, four Mobile Library van visits were scheduled for the Goulding Avenue site.

More information regarding Matatiki Hornby Centre can be found on the [Christchurch City Council website](https://www.christchurchcitycouncil.govt.nz/council/council-websites).



**4.2 Riccarton Upgrades**

A long-awaited facelift is coming for a street in Riccarton as part of a wider package of upgrade work throughout the area.

The Bradshaw Terrace renewal is underway with construction running through until late May. Upgrades will include a full street renewal, including a safer turnaround area at the end of the cul-de-sac, kerb and channel, new street trees, and a new garden bed.

The work is part of the Council's Christchurch Regeneration Acceleration Facility package throughout residential Riccarton.

Other projects will include a full street renewal of the southern end of Brockworth Place and various traffic calming projects and pedestrian safety upgrades throughout a number of residential streets.

Tactile pavers have also recently been installed at all Riccarton Road intersections between Matipo and Balgay Streets and several other sites in high pedestrian areas. The pavers improve accessibility for people with low vision and provide an anti-slip surface.



**4.3 Cashmere Road - Pedestrian and Cyclist safety**

At its meeting on 3 May 2022 the Board discussed concern regarding pedestrian and cyclist safety on Cashmere Road, particularly the area near Halswell Quarry Park and requested staff

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investigate pedestrian and cyclist safety on Cashmere Road in the vicinity of Halswell Quarry Park and provide advice on measures that can be implemented to improve safety.

At its meeting on 13 July 2023 the Board noted that there is no footpath on Cashmere Road between Halswell Quarry Park and Sutherlands Road and requested that staff investigate and provide advice on the provision of a footpath in that area.

Staff have provided the attached memorandum (see Attachment C) in response to these two requests. Staff advise that this section of Cashmere Road remains 'rural' while other surrounding roads have developed to a suburban standard. The proximity to the Halswell Quarry makes this a popular recreational destination, however the absence of schools / workplaces in the vicinity means that this is unlikely to be a significant route in future for commuting or school related travel. There has been a review of signage along the route including 'Pedestrian' and 'Cyclist' permanent warning signs and there is an upcoming reduction of the speed limit to 40 kilometres per hour that will improve safety for all users.

If a footpath connection is to be delivered, this will need to be provided for as a line item or programme budgeted for in the 2024-34 Long Term Plan with a project budget of one million dollars.

**4.4 Milns Road/Sparks Road/Sutherlands Road Minor Safety Improvements**

An update for the Board on interim modifications to the intersections of Sparks Road/Milns Road and Sparks Road/Sutherlands Road is attached (see Attachment D) which is in response to community and staff concerns about vehicle operating speeds, turning movements and cycle safety at this intersection.

The changes primarily consist of the following changes to road markings:

- Additional markings to highlight the existing cycle lanes through the intersection.
- Removal of the "flush island" markings which separate left turns into Sutherlands Road and Milns Road. These have the potential to convey ambiguity as to which vehicle has right of way.
- Shoulder markings and delineation devices (flexible posts) to tighten the left turn movements from Sparks Road to better manage speed.
- Adjustments to the position of right turn bays to position right turners further forward to improve visibility.

These improvements are an interim measure pending the wider upgrade of Sparks Road to the west of Sutherlands Road. This upgrade is associated with subdivision development in the surrounding area and is likely to get underway next year. Some of the interim improvements will be incorporated within the permanent works.

**4.5 Graffiti Snapshot**

For the Board's information, attached is a Graffiti Snapshot, an update on graffiti as of February 2024 (refer **Attachment E**).

**4.6 Hornby Community Patrol**

Hornby Community Patrol is a volunteer organisation operating as the "Eyes and Ears" of the community for the Police and 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 February 2024:

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Vehicle related : 29	Special service: 77	Graffiti: 18
Disorder: 0	Property damage: 10	People related: 8
Number of 3ws: 155	Schools patrolled : 36	Property related: 31
No. patrol hours: 270	Km's: 1449	No. patrols: 47

**4.7 Customer Service Requests/Hybris Report**

For the Board's information, attached is a copy of the February 2024 Hybris Report (refer **Attachment F**).

The report provides 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.

**Attachments Ngā Tāpirihanga**

No.	Title	Reference	Page
A	Hello Hornby - Letter of thanks to supporters and photo collage	24/470372	
B	Waipuna Halswell-Hornby-Riccarton Community Board Funding Update - March 2024	24/470795	
C	Cashmere Road - Sutherlands Road to Kennedys Bush Road (Halswell Quarry)	24/416153	
D	Milns Road Sparks Road Sutherlands Road Minor Safety Improvements	24/560858	
E	Graffiti Snapshot - February 2024	24/469848	
F	Halswell-Hornby-Riccarton Hybris Report - February 2024	24/470796	

**Signatories Ngā Kaiwaitohu**

<b>Authors</b>	Noela Letufuga - Support Officer Sam Savage - Community Recreation Advisor Bailey Peterson - Community Development Advisor Marie Byrne - Community Development Advisor Hannah Martin - Community Support & Events Coordinator Faye Collins - Community Board Advisor Jess Garrett - Manager Community Governance, Halswell Hornby Riccarton
<b>Approved By</b>	Jess Garrett - Manager Community Governance, Halswell Hornby Riccarton Matthew McLintock - Manager Community Governance Team John Filsell - Head of Community Support and Partnerships

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Christchurch  
City Council 

## 18. Waitai Coastal-Burwood-Linwood Community Board Area Report - April 2024

Reference / Te Tohutoro: 24/247765

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

Senior Manager / Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community  
(Andrew.Rutledge@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-Linwood Community Board:

1. Receive the Waitai Coastal-Burwood-Linwood Community Board Area Report for April 2024.

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

#### 3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
Air quality monitoring in Bromley	Community Governance staff have supported the monitoring team in connecting with residents to install a sensor a Mecca Place in Bromley to monitor air quality.	On-going	Enhancing Environmental wellbeing
New Brighton Guardians	The Guardians have completed their 30 weeks that the budget covered. The partners involved, Positive Directions Trust (as deliverers), New Brighton Project and Christchurch City Council are now planning for the next steps.  ŌtautahiNZ have agreed to fund a review of the project so that the feedback can be collected and analysed with recommendations for the next steps.	On-going	New Brighton Safety Initiatives
House of Hoopz – Aranui	Governance staff worked with Youth and Cultural Development in the early stages of planning for the House of Hoopz Streetball series to advocate for Wainoni Park to be	Completed	Aranui/Wainoni Safety Initiatives

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	<p>included as a venue for one of these events.</p> <p>The tournament was held on Saturday 2 March 2024 and attracted a large group of rangatahi and their supporters who gathered to be part of the event.</p>		
New Brighton Mall Developments	<p>Whilst New Brighton is seeing a number of businesses continue to close and an increase in empty buildings, development is starting to happen for the New Brighton Mall area.</p> <p>Martini Investments owned by the Harris family have now purchased twelve New Brighton Mall properties and work has started on developing these.</p> <p>The properties include the premises that Whole Foods and XOXO Cafe were renting. They have both subsequently closed. Stitch-O-Mat were subleasing their space at 68 Hawke Street from Whole Foods but they have had to seek an alternative location as a knock-on effect.</p> <p>The recent purchases are part of a wider plan which also includes Greater New Brighton Community Leadership Group's <i>Village Green Project</i>, funded through a Canterbury Earthquake Appel Trust grant. The <i>Village Green Project</i> intends to use land lease from Martini Investments near the Pierside building. The group will be able to give an update on plans soon.</p>		New Brighton Mall
Woolston Well-Being Network	Working with Woolston Development Project, Governance Staff have initiated a Woolston Well-Being Network. The aim of the network is to bring together stakeholders from the Woolston	On-going	Woolston Village Safety Initiatives

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	<p>suburb to continue the kōrero around Woolston safety initiatives.</p> <p>An inaugural hui was held on 21 February, hosted by Woolston Development Project.</p> <p>The network is intended to be an informal monthly hui, where interested parties can attend and offer their whakaaro and ideas on what they'd like to see for their community. The network will meet on the second Thursday of every month starting from 11 April.</p>		
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**3.2 Community Funding Summary**

3.2.1 For the Board's information, a summary is provided (refer **Attachment A**) on the status of the Board's 2023-24 funding as at 18 March 2024.

**3.2.2 Youth Development Fund**

Board members with the delegation for the Waitai Coastal-Burwood-Linwood Community Board Youth Development Fund (Jo Zervos, Greg Mitchell and Paul McMahon) made one decision under delegation:

- A grant of \$150 from the 2023-24 Waitai Coastal-Burwood-Linwood Youth Development Fund to Tiaki Wikatene to attend the National District 9's tournament in Auckland as a member of the Under 16 Canterbury League 9's Squad.

**3.2.3 Koru Fund**

Board members with the delegation for the Waitai Coastal-Burwood-Linwood Community Board Koru Fund (Alex Hewison, Tim Baker, Jackie Simons) made one decision under delegation:

- A grant of \$500 from its 2023-24 Koru Fund to Parklands United Sport Club to deliver a Community Sports Taster Event for local Tamariki.

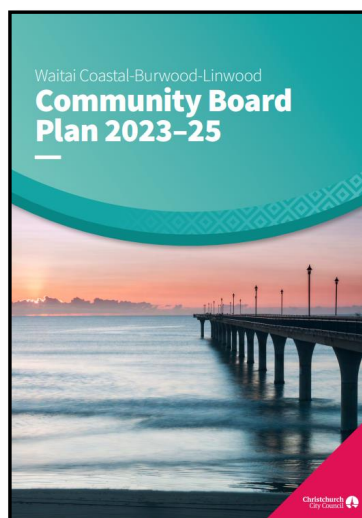
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3.3 Participation in and Contribution to Decision Making

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]

- Community Board Plan

The monitoring report on the Waitai Coastal-Burwood-Linwood Community Board Plan 2023-25 is attached (refer **Attachment B**).



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- **House of Hoopz – Aranui**

The next in the series of House of Hoopz was held in Aranui on Saturday 2 March 2024. Delivered by Youth and Cultural Development, the 3-on-3 street ball series has been a huge success so far, with lots of teams from other areas coming to check out their competition across the city.

The Hoopz series is aimed at giving rangatahi who have never had a chance to join a team or play competitively a chance to compete in a tournament and test their skills against other players their age. The partners involved have reported back how much raw talent they've seen in the players showing up to each one who have never had any coaching or formal playing experience.

The next in the series is on Saturday 22 March 2024 at Te Waka Unua followed by the grand final at New Brighton on the Saturday 30 March 2024.



- **Farewell to the Godwits**

On Sunday 10 March the Avon-Heathcote Estuary Ihutai Trust held their annual ceremony to farewell the Godwits as they head back to their breeding grounds in Alaska. The event had a massive turn-out and included free BBQ and drinks, information on the Ihutai and its bird species, music and then a short walk to view

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the Godwits taking off. The event was organised and delivered in partnership with Southshore Residents' Association and Council Parks staff.



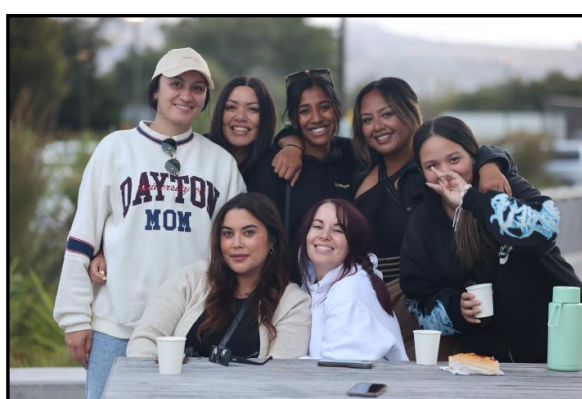
- **Fresh Pool Party**

Another successful FRESH Pool party was held at Te Pou Toetoe on Friday 1 March 2024 by the team at Youth and Cultural Development (YCD). This was the second pool party of the year and having now secured enough funding to deliver the whole series, these events will take place on the last Friday of every month all year.

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The FRESH Pool parties are a part of YCD's commitment to revitalising the youth scene for Ōtautahi. They strongly advocated for regular events and have worked with Community Governance and Sport and Recreation staff at Council to ensure they can provide consistent high quality and a great experience every time for rangatahi.

The numbers of young people showing up each event and coming back time and time again is testament to their mahi and commitment to providing positive activities and engagement for rangatahi in the East.



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- **Elevate Youth Hui**

The first Elevate Youth Hui of 2024 was held on Friday 15 March 2024 in New Brighton. Representatives from 8 organisations who work with Rangatahi. The Hui was an opportunity for these groups to engage with Christchurch City Council Staff regarding the Long-Term Plan Submission process and as a collective discuss ways to increase the number of submissions from both Youth Organisations and their Youth Advisory groups from across the East.



- **Kawai Rangatahi Wheels of Opportunity Breakfast Hui**

On Friday 15 March 2024 Kawai Rangatahi held their Wheels of Opportunity Breakfast Hui to share their vision for creating a mobile youth centre for the Linwood and surrounding communities. This Hui was an opportunity to share the roadmap to completion of the project with potential funders and supporters of the project along with giving anyone passing by the chance to look through the bus the group has acquired for the project.



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- **Climate Action Campus**

On Monday 25 March 2024, the Board went for a site visit to the Climate Action Campus. The Board was welcomed by Vicki Buck and Rachel Cummins who took the Board on a tour of the site.



Student artist: Piece called enough is enough, consume carefully

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- **Brooklands Lagoon Restoration update**

Regional Parks are into their third year of the restoration program that includes pest plant control around the margins of the lagoon for Willow, Silver Poplar, Wilding Pines, Pampas, Gorse and Broom. The Christchurch City Council ranger for Brooklands along with the *Jobs for Nature* team of five rangers have made significant progress getting on top of some significant infestations of invasive weeds that threaten this coastal environment.

The team are heading into their third planting season this winter and building on work started near Earlham Street, Beacon Street, Harbour Road and at the Southern end of the Lagoon near Heyders Road.



The team have also installed some areas of fencing along the Lagoon Track where bikes and horses were having an impact on some of the low-lying tidal edges of the Lagoon. They've seen some great results with natural recovery and in a short amount of time seen threatened plant species colonise those areas that have been fenced off.

New the wayfinding signage of the Lagoon track and also the Waimakariri (Brooklands Spit) track. Pulling out the old signs and defining the routes for pedestrians, cyclists and horses more clearly has been a big help with managing the use of the track.

New entranceway panel signs and an interpretation sign at the start of the track have also been installed which was more clearly defined just after at the turn off to Adrenaline Forest from Heyders Road with a new parking layby that was created. These improvements for better wayfinding signage was something that the community had requested as part of the Brooklands Community Led-Action plan.



Waitai Coastal-Burwood-Linwood Community Board  
08 April 2024

3.3.2 Council Engagement and Consultation.

Topic	Date	Link
Draft Long Term Plan 2024-2034	Open for feedback until Sunday 21 April 2024	<a href="https://letstalk.ccc.govt.nz/draft-ltp-2024-2034">https://letstalk.ccc.govt.nz/draft-ltp-2024-2034</a>
Ōtākaro Avon Stormwater Management Plan	Open for feedback until Monday 22 April 2024	<a href="https://letstalk.ccc.govt.nz/otakaro-avon-stormwater-management-plan">https://letstalk.ccc.govt.nz/otakaro-avon-stormwater-management-plan</a>
Aranui Streets Project	Open for feedback until Monday 15 April 2024	<a href="https://letstalk.ccc.govt.nz/AranuiStreets">https://letstalk.ccc.govt.nz/AranuiStreets</a>
Tree Planting Plans	Open for feedback until Tuesday 9 April 2024	<a href="https://letstalk.ccc.govt.nz/treeplantingplans">https://letstalk.ccc.govt.nz/treeplantingplans</a>

- **Dallington Drop-in**

Our Residential Red Zone and Engagement teams struck a chord at a community drop-in on Saturday 9 March 2024 when they met with local residents to share information about the Ōtākaro Avon River Corridor projects at a drop-in at the Dallington landing. Staff discussed the City to Sea Pathway route, new road crossings that are currently out for consultation, updated plans for Kerrs Reach, and plans for Avon Park. Across the session 40 to 50 people dropped in and had lots of interesting conversations with residents providing staff with valuable feedback, insights and questions.



#### 4. Advice Provided to the Community Board Ngā Kupu Tohutohu ka hoatu ki te Poari Hapori

##### 4.1 Customer Service Request/Hybris Report

For the Board's information, attached is a copy of the February 2024 Hybris Report (refer **Attachment C**). It is noted that there were around 500 less tickets than last month for Coastal-Burwood-Linwood but water supply is still high for Linwood.

##### 4.2 Linwood Avenue Slip Lane

For the Board's information, attached is a staff memorandum in relation to the Linwood Avenue Slip Lane CRAF project (refer **Attachment D**).

##### 4.3 Organics Processing Facility

**Waitai Coastal-Burwood-Linwood Community Board**  
**08 April 2024**

At the last Community Liaison Group meeting, the community had requested a timeline showing how the new Ōtautahi Christchurch organics processing facility in Hornby will develop:

- **December 2023**  
The Council awards the contract for the new plant to Ecogas.
- **January to July 2024**  
Preparation of design and consent application.
- **July 2024**  
Resource consents lodged.
- **September to December 2024**  
Tender for construction goes out.
- **February to November 2025**  
Construction.
- **February to May 2026**  
Equipment installed.
- **May 2026**  
New facility commissioned.
- **June 2026**  
New facility starts processing organics.
- **December 2026**  
The new facility is fully operational.

**Attachments Ngā Tāpirihanga**

No.	Title	Reference	Page
A	Waitai Coastal-Burwood-Linwood Community Board Funding Update as at 18 March 2024	24/444443	
B	Waitai Coastal-Burwood-Linwood Community Board Plan - Monitoring Report April 2024	24/505628	
C	Waitai Coastal-Burwood-Linwood Community Board - Hybris Report - February 2024	24/444227	
D	Waitai Coastal-Burwood-Linwood Community Board - Staff Memorandum - Linwood Avenue Slip Lane	24/444228	

**Signatories Ngā Kaiwaitohu**

Authors	
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Te Pātaka o Rākaihautū Banks Peninsula Community Board  
08 April 2024



**12. Te Pātaka o Rākaihautū Banks Peninsula Community Board  
Area Report - April 2024**

Reference / Te Tohutoro: 24/383490  
Report of / Te Pou Matua: Penelope Goldstone, Community Governance Manager  
Senior Manager / Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

**1. Purpose of Report Te Pūtaka 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 Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report for April 2024.

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

**3.1 Community Governance Projects**

Activity	Detail	Timeline	Strategic Alignment
The Lyttelton Harbour Network	<p>The first Whakaraupō Lyttelton Harbour Network meeting was held on 20 March 2024.</p> <p>This was the first meeting since the network was reviewed; the outcome being to move around the harbour and provide the opportunity for local community groups to host and showcase their work.</p> <p>Project Lyttelton hosted the first meeting and provided an overview of the services they provide.</p> <p>The meeting finished with an opportunity for everyone to stay for a shared lunch accessing produce from Project Lyttelton’s community garden.</p>	On-Going	<p>Good social and physical connections for our communities:</p> <p>Community connection supports wellbeing and reduces isolation.</p>

**Te Pātaka o Rākaihautū Banks Peninsula Community Board**  
**08 April 2024**

Activity	Detail	Timeline	Strategic Alignment
Sailability at Tapoa – Naval Point	Collaboration continues to look at the possibility for Sailability and the use of Te Nukutai o Tapoa – Naval Point for their programme. Staff are working with Sailability representatives on suitable vessel storage, accessible connections, a suitable location for launching and loading passengers, change area and toilets on site.	On-Going	Good social and physical connections for our communities:
Akaroa Sports Courts	Continuing to support the community to progress plans for the redevelopment of the Akaroa Sports Courts	Ongoing	Good social and physical connections for our communities
The Gaiety Custodian	Partnered with Community Facilities and The Gaiety Trust to establish a Custodian Role at The Gaiety Hall in Akaroa	Completed	Good social and physical connections for our communities
BP Meats	Providing accessible opportunities for the Akaroa community to remain informed on plans and processes relating to the BP Meats site	Ongoing	Support community-based solutions for currently unused significant Council sites
Little River Wairewa Toilets	Staff have obtained all necessary approvals for upgrading the water supply to the public toilets at Little River Railway Station. The project commenced the week of March 4th with work anticipated to take 2 weeks.	Due for completion 22 March 2024	Tourism Opportunities are balanced with social, cultural, economic and environmental values.
Little River Wairewa Big Ideas Refresh	The Little River Wairewa Community Trust are currently consulting with residents from Kaituna Valley, Birdlings Flat, Little River and Okuti Valley to complete an update of the Little River Big Ideas Community Plan.	Ongoing	Good social and physical connections for our communities
Wairewa Marae Open Day and Emergency Planning	A combined Marae Open Day and Emergency Day is planned for 21 April 2024 at Wairewa Marae, Little River. Governance and CDEM staff are supporting planning and communications to the wider Wairewa community.	April 21	Good social and physical connections for our communities
Coronation Library Little River	Work to lift and repair the Coronation Library will begin late March/April 2024. The Little River Wairewa Community Trust will	Ongoing	Good social and physical connections for our communities

Te Pātaka o Rākaihautū Banks Peninsula Community Board  
08 April 2024

Activity	Detail	Timeline	Strategic Alignment
	manage the facility as a community space once work is completed. The Trust have been fully involved in the design and fit out of the building to ensure that it is suitable for the needs of the community. There is a strong sense of anticipation among local residents to see the library restored and fully utilised again, after it suffered damage during the 2011 earthquakes.		

3.2 **Community Funding Summary**

3.2.1 **Discretionary Response Fund** – As part of the ITM New Zealand Sail Grand Prix in Lyttelton, the Lyttelton Harbour Business Association (LHBA) and other partners installed a large-scale LED screen at Albion Square for live community viewing of the race. The Board approved a grant towards expenses to the LHBA at its meeting on Monday 11 March. A summary of Discretionary Response Fund grants to date is attached. (**Attachment A**).

3.2.2 **Strengthening Communities Fund** – Applications are open until noon on 12 April for Banks Peninsula Strengthening Community Fund grants. After a period of assessment a decision report will be presented to the Community Board at its meeting on Monday 12 August 2024 and grants will be paid out to successful applicants during September 2024.

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 there were no consultations open within the Community Board Area.

Topic	Closing Date	Link:
Draft Long Term Plan (LTP) 2024-2034	21 April 2024	<a href="https://letstalk.ccc.govt.nz/draft-ltp-2024-2034">https://letstalk.ccc.govt.nz/draft-ltp-2024-2034</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..>

3.4 **Governance Advice**

3.4.1 **ANZAC Day Services** - Below are the times and venues for 2024 ANZAC Day Services in Te Pātaka o Rākaihautū Banks Peninsula:

**Te Pātaka o Rākaihautū Banks Peninsula Community Board**  
**08 April 2024**

Place	Time	Details
<b>Diamond Harbour</b>	9.45am – 10.30am	Assemble in the area by the Diamond Harbour Eatery and Bar.
	10.30am – 10.35am	Form up and march to the Diamond Harbour War Memorial Hall.  Refreshments and fellowship after the Anzac Remembrance.
<b>Lyttelton</b>	9.35am	Gather at the corner of Oxford and London Street to march to Albion Square.
	10am	ANZAC Remembrance Service at Albion Square
<b>Little River</b>	9.30am	ANZAC Remembrance Service at Little River Community Hall, Awa-iti Domain, followed by procession to the ANZAC memorial where poppies/wreaths will be placed.
<b>Akaroa</b>	11am	March from Akaroa Fire Station.
	11.30am	ANZAC Remembrance Service.

3.4.2 **Hui a Hapori Community Open Forum and Public Forum** – The Board received the following Hui a Hapori Community Open Forum presentations on 26 February 2024 and Public Forum presentations at its 11 March 2024 Meeting:

- Pigeon Bay Settlers Hall Committee.
- Living Streams Community Nursery.
- Lyttelton Energy Transition Society.
- Naval Point – Te Nukutai o Tapoa – Public Boat Ramp Closures.

3.4.3 **Board Requests** – the Board made the following requests at its 11 March 2024 Meeting:

- Requests staff to investigate options for reducing permanent camping sites at Pigeon Bay and Duvauchelle camping grounds and report to the Board.

3.4.4 **Board Briefings** – the Board received the following briefings during February 2024:

- 67 Rue Lavaud, Akaroa (former BP Meats) – Future Use.
- Water Quality in Te Pātaka o Rākaihautū Banks Peninsula.
- Te Nukutai o Tapoa – Naval Point Update.

**Te Pātaka o Rākaihautū Banks Peninsula Community Board**  
**08 April 2024**



3.4.5 **Graffiti Report** – the graffiti report for February 2024 is attached. **(Attachment B).**

3.4.6 **Hybris Report** - providing an overview of the number of Hybris (Customer Service) Requests that have been received, including the types of requests being received and a breakdown of how they are being reported from 1 February 2024 to 29 February 2024 is attached. **(Attachment C).**

[Snap Send Solve](#) is the smartphone app the Council offers to help make reporting issues easy, and it is still possible to [report issues online](#), by calling Council on 03 941 8999 or visiting one of the Council's [Service centres](#).

#### 4. Advice Provided to the Community Board Ngā Kupu Tohutohu ka hoatu ki te Poari Hapori

- 4.1 HMNZS Steadfast Update on Lease for Cass Bay Residents' Association – A memorandum updating the Board on the process for a ground lease to the Cass Bay Residents' Association **(Attachment D).**

#### Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A	Banks Peninsula Discretionary Response Fund Summary - March 2024	24/424636	
B	Graffiti Snapshot - February 2024	24/407075	
C	Hybris (Customer Service) Requests - February 2024	24/445646	
D	Memorandum: HMNZS Steadfast - Update on Lease for Cass Bay Residents' Association - 13 March 2024	24/415708	

#### Signatories Ngā Kaiwaitohu

<b>Authors</b>	Liz Beaven - Community Board Advisor Steffi Brightwell - Community Development Advisor Linda Burkes - Support Officer Natasha McDonnell - Banks Peninsula Governance Advisor Dane Moir - Community Development Advisor Trisha Ventom - Community Recreation Advisor Andrea Wild - Community Development Advisor
<b>Approved By</b>	Penelope Goldstone - Manager Community Governance, Banks Peninsula Matthew McLintock - Manager Community Governance Team John Filsell - Head of Community Support and Partnerships

Waihoru Spreydon-Cashmere-Heathcote Community Board  
11 April 2024



**17. Waihoru Spreydon-Cashmere-Heathcote Community Board  
Area Report - April 2024**

Reference / Te Tohutoro: 24/373791

Report of / Te Pou  
Matua: Arohanui Grace, Manager Community Governance

Senior Manager /  
Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

**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-Heathcote Community Board:

1. Receive the Waihoru Spreydon-Cashmere-Heathcote Community Board Area Report for April 2024.

**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.	Events are being held through to 31 March.	Strengthening Communities Together Strategy
Community Pride Garden Awards 2024	Will Hall, the nominated elected member participated in the judging for the Street and Garden Awards for half a day in early March. Certificates will be posted out to the award recipients this year.	Ongoing	Strengthening Communities Together Strategy
Edible and Sustainable Garden Awards 2024	Twenty-one entries have been received, with assessments to be carried out by the end of February 2024.	Ongoing	Strengthening Communities Together Strategy
Children's Day 2024	Children's Day, Sunday 3 <sup>rd</sup> March 2024 A beautiful day was spent celebrating and acknowledging the importance of our tamariki within our communities.  After 3 years on hold, it was great to see Children's Day kick off at a new location Cuthberts Green. The event was a huge success seeing over 16,000 people in attendance.	Completed	Strengthening Communities Together Strategy

Waihoru Spreydon-Cashmere-Heathcote Community Board  
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	<p>The day seen a range of performances including local school bands, variety of interactive activities and free sausage sizzle BBQ for all whānau to enjoy.</p>  		
Waltham Pool Party	<p>Waltham Pool Party, Sunday 17<sup>th</sup> March 2024</p> <p>The event was a huge success. Funded by the Waihoru Community Board with Youth and Cultural Development delivering the Waltham Pool Party that provided hours of entertainment through DJ, Manu competition, free braids and fades and BBQ sausage sizzle.</p> 	Completed	<p>Strengthening Communities Together Strategy</p> <p>Community Board Plan 2023-25</p>

Waihoru Spreydon-Cashmere-Heathcote Community Board  
11 April 2024



### 3.2 Community Funding Summary

#### 3.2.1 Community Board Discretionary Response Fund 2023/24 – as at 25 March 2024:

- Discretionary Response Fund balance for 2023/24 is \$23,426.00
- Youth Achievement and Development Fund balance is \$1,500.00
- The Off the Ground Fund balance is \$570.00
- The Shape Your Place Toolkit Fund balance is \$2,000.00

The 2023/24 Discretionary Response Fund Spreadsheet is **attached** for record purposes.

#### 3.2.2 Youth Development Fund Applications

The following Youth Development Fund applications have been approved since the last Area Report:

Name	Event	Amount
Luke Street	2024 World Irish Dancing Championships in Glasgow, Scotland	\$350
Jorja Bethell	Study Culture, History and Geography, Vietnam	\$300
Thomas Owens	2024 Clash of the Cultures Hawaiian Cup in Hilo, Hawaii	\$350

The Youth Development Fund Decision Matrices are **attached** for record purposes.

Reporting back to Community Board:

Name/Event	Photos
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Waihoru Spreydon-Cashmere-Heathcote Community Board  
11 April 2024

**Poppy Mcleay**  
**International Tauala Tag Game**

The funding received from Waihoru Spreydon-Cashmere-Heathcote Community Board helped me get to Samoa to compete in the International Tauala Tag series.  
My team made the semifinals, unfortunately losing and leaving us in 4<sup>th</sup> place but the experience gained from the competition is invaluable.  
My plans are to carry on training and play in the Christchurch competition and compete again at the next international series.



**Maadi Kiri Kiri**  
**World Stars Junior Golf Championship, USA**

I was the captain the New Zealand Junior Golf team and we came 3<sup>rd</sup> in the World team's event.  
I placed 4<sup>th</sup> in the World for my age group and have received an invitation to play in the Australian junior open in 2024.



3.2.3 **Off the Ground Fund Applications**

The following Off the Ground Fund applications have been approved since the last Area Report:

Name	Event	Amount
Addington Farm	Pumpkin and Sunflower growing event	\$300

The Off the Ground Fund Decision Matrix is **attached** for record purposes.

Reporting back to Community Board:

Name/Event	Photos
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**Waihoru Spreydon-Cashmere-Heathcote Community Board**  
**11 April 2024**

**Simeon Park Community Group, Watering System for Simeon Park**

The funding granted by the Waihoru Spreydon-Cashmere-Heathcote Community Board has given the Simeon Park Community Group the opportunity to make sure the fruit forest is well cared for and maintained for the community. The funding brought a large quantity of Natura Kelp which gives the trees their needed nutrition. Our dream off the fruit forest and our planting is not only to provide a source of whakawhanaugatanga and purpose for us and those who will join us in this Kaupapa but also for our Tamariki and mokopuna.



**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 Waihoru Spreydon-Cashmere-Heathcote 2023-25 Community Board Plan was adopted by the Board at their meeting in May 2023 and can be found online [here](#).
- Progress on the Community Board Plan can be found online [here](#).

**3.3.2 Community Board Webpage**

- The Community Board pages on the Christchurch City Council website have been given a facelift with the Board webpage at this link: <https://letstalk.ccc.govt.nz/Waihoru-Spreydon-Cashmere-Heathcote-Community-Board>

**3.3.3 Council Engagement and Consultation.**

- Draft Ōtākaro Avon Stormwater Management Plan is open for consultation from 21 February – 22 April 2024. Will go to Council for decision before June 2024.
- Draft 2023/24 Long Term Plan opened for consultation on 18 March to 21 April 2024.
- Purau Reserve to help inform the landscape development plan is open until 7 April 2024, which will go out for consultation in May/June before coming to the Board for consideration in July/August 2024.
- The second round of tree planting plans open for consultation until 9 April, for Francis Reserve and Spreydon Domain, will come to the Board in May/June 2024.

**3.4 Governance Advice**

**3.4.1 Public Forum** – The Board received the following public forum presentations at its 29 February Community Open Forum and its 14 March 2024 meeting:

- A recipient of the Youth Development Fund spoke to the Board, sharing their success in the junior world golf championships in 2023.
- Representative from Redcliffs Residents Association spoke to the Board regarding illegal parking in Beachville Esplanade.

**Waihoru Spreydon-Cashmere-Heathcote Community Board**  
**11 April 2024**

- A local resident spoke to the Board about the loss of public spaces.
- A local resident addressed the Board about the state of some baches in Hobson Bay.
- Representative from Hoon Hay Community Association requested a memorial plaque be placed in Hoon Hay Park.

3.4.2 **Deputations** – The were no deputations at its 14 March 2024 meeting.

3.4.3 **Correspondence** – The Board received the following correspondence at its 14 March 2024 meeting:

- Westmorland East Valley Reserve Pines.

3.4.4 **Briefings** – The Board received the following briefings in March 2024

- Customer Service Request Process and Reporting
- Draft Long Term Plan Session
- Community Governance Team Update

3.5 **Community Development**

3.5.1 Addington Neighbourhood Building Project

"Kia Ora Addington" is continuing to make progress in the local Addington Community with a number of common denominator events being delivered by local citizens in different places in Addington. Over the past month we have seen a "Skill Sharing Night" with cooking, knife/tool sharpening and wooden carving being offered, with over 30 local residents coming to connect and learn new skills.

Haumitanga Taiohi o Addington (The Addington Youth Alliance) activated Addington Park delivering a games and picnic event with a number of fun activities as well as a slip n slide that was a great success on a hot day.

The Kia Ora Addington Collective Group met earlier in March bringing a buzz of discussion, ideas and planning for what's next.



Waihoru Spreydon-Cashmere-Heathcote Community Board  
11 April 2024



#### 4. Advice Provided to the Community Board Ngā Kupu Tohutohu ka hoatu ki te Poari Hapori

- 4.1 **Customer Service Request Report** – A report on open and completed tickets (requests for service) in February 2024 is **attached**.
- 4.2 **Graffiti Snapshot Report** – The February 2024 Graffiti snapshot **attached**.
- 4.3 **Attached Memos include:**
- Cashmere Centaurus Dyers Pass Colombo Safety Improvements – update.
  - Portlink update – 5 March 2024.
  - Spreydon Library closure.
- 4.4 Community Facilities and Activation Manager advised the Board that some refurbishment works to the Somerfield Community Centre has been approved, the works will include work around the toilets, and accessible toilet, an accessibility ramp and upgrades for the kitchen, heating and lighting. This refurbishment is funded through the capital plan.
- 4.5 At the Community Board briefing on 22 June 2023 during the briefing on the Update on sycamore tree removal in Ernle Clark/Purau Reserve and overview of draft Pest Management Plan, the Board agreed to ask staff to find \$15,000-\$20,000 in the operating expenditure budget for removing pest trees in Ernle Clark Reserve over the next two years.

Staff advised: A plan for the park is currently in development. *Budget will be assigned based on the outcome of the plan and its adoption.*

#### Attachments Ngā Tāpirihanga

**Waihoru Spreydon-Cashmere-Heathcote Community Board**  
**11 April 2024**

No.	Title	Reference	Page
A	Waihoru Community Board Discretionary Response Fund as at 25 March 2024	24/489423	
B	Decision Matrix - YDF Luke Street	24/534403	
C	Decision Matrix - YDF Jorja Bethell	24/489427	
D	Decision Matrix - YDF Thomas Owens	24/489428	
E	Decision Matrix - OTGF Addington Farm	24/489429	
F	Community Board Hybris Ticket Report - February 2024	24/489584	
G	Graffiti Snapshot Report - February 2024	24/489585	
H	Memo - Cashmere Centaurus Dyers Pass Colombo Safety Improvements - update	24/489587	
I	Memo - Portlink update	24/489588	
J	Memo - Spreydon Library closure	24/489679	

**Signatories Ngā Kaiwaitohu**

<b>Authors</b>	Arohanui Grace - Manager Community Governance, Spreydon-Cashmere-Heathcote Jane Walders - Community Board Advisor Nime Ah Kam-Sherlock - Community Recreation Advisor Heather Davies - Community Development Advisor Shanelle Temaru-Ilalio - Community Recreation Advisor
<b>Approved By</b>	Arohanui Grace - Manager Community Governance, Spreydon-Cashmere-Heathcote Matthew McLintock - Manager Community Governance Team John Filsell - Head of Community Support and Partnerships

**Report from Waihoru Spreydon-Cashmere-Heathcote Community Board – 11 April  
2024**

## 10. Worsleys Road Realignment - Legalisation

Reference Te Tohutoro:	24/622894
Responsible Officer(s) Te Pou Matua:	Stuart McLeod, Property Consultant Angus Smith, Manager Property Consultant
Accountable ELT Member Pouwhakarae:	Jane Parfitt, General Manager City Infrastructure

### 1. Waihoru Spreydon-Cashmere-Heathcote Community Board Decisions Under Delegation Ngā Mana kua Tukuna

(Original Officer Recommendations accepted without change)

#### Part C

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

2. Subject to the consent of the Minister of Conservation, approves pursuant to Section 48 of the Reserves Act 1977, the grant of
  - a. a right to convey telecommunications in gross to Enable New Zealand Limited over the parts shown “A” and “C” on SO 585685 and
  - b. a right to convey water in gross in favour of the Christchurch City Council over the parts shown “B” and “C” on SO 585685
3. Recommends that the Chief Executive, using the Council’s delegated authority from the Minister of Conservation, consent to the granting of the easement.
4. Authorises the Property Consultancy Manager to finalise all documentation to implement the above resolutions numbered 1, 2a and 2b.

### 2. Waihoru Spreydon-Cashmere-Heathcote Community Board Recommendation to Council



#### Part A

That the Council:

1. Pursuant to Sections 116 and 117(7) of the Public Works Act 1981 the Council resolves to make application to the Minister of Lands to stop that parcel road identified as Section 1 on SO Plan 585685, as detailed on Attachment A to the report (Worsleys Road Realignment – Legalisation, Title Plan SO 585685) on the meeting agenda, containing 0.3871ha and to declare it to be a local purpose (utility) reserve vested in the Christchurch City Council subject to the Reserves Act 1977.

## Attachments Ngā Tāpirihanga

No.	Report Title	Reference	Page
1	Worsleys Road Realignment - Legalisation	22/1671200	97

No.	Title	Reference	Page
A  	Section 1 Survey Office Plan 585685	24/534898	103

## Worsleys Road Realignment - Legalisation

Reference / Te Tohutoro: 22/1671200

Report of / Te Pou  
Matua:

Stuart McLeod, Property Consultant (stuart.mcleod@ccc.govt.nz)

General Manager /  
Pouwhakarae:

Lynette Ellis, Head of Transport & Waste Management

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### 1. Nature of Decision or Issue and Report Origin

- 1.1 A Council Resolution is required to request the Minister of Lands to stop the part of Worsleys Road shown as Section 1 Survey Office Plan 585685 and to declare it to be a Local Purpose (Utility) Reserve.
- 1.2 This report is a result of Resource Consent conditions in Resource Consent RMA/2015/3550/F approving the Cashmere Estates subdivision. The consent requires the realignment of Worsleys Road for better traffic management and pedestrian safety reasons.
- 1.3 This report also seeks Community Board approval to grant easements over the newly declared reserve to protect existing infrastructure.
- 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 considering the advantages of the new road alignment against the impact of the stopping the old road that is now grassed and bisects two Local Purpose (Utility) Reserves.

### 2. Officer Recommendations Ngā Tūtohu

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. That pursuant to Sections 116 and 117(7) of the Public Works Act 1981 the Council resolves to make application to the Minister of Lands to stop that parcel road identified as Section 1 on SO Plan 585685, as detailed on Attachment A, containing 0.3871ha and to declare it to be a local purpose (utility) reserve vested in the Christchurch City Council subject to the Reserves Act 1977 and
2. Subject to the consent of the Minister of Conservation, approves pursuant to Section 48 of the Reserves Act 1977, the grant of
  - a. a right to convey telecommunications in gross to Enable New Zealand Limited over the parts shown "A" and "C" on SO 585685 and
  - b. a right to convey water in gross in favour of the Christchurch City Council over the parts shown "B" and "C" on SO 585685
3. Recommends that the Chief Executive, using the Council's delegated authority from the Minister of Conservation, consent to the granting of the easement.
4. Authorises the Property Consultancy Manager to finalise all documentation to implement the above resolutions numbered 1, 2a and 2b.

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

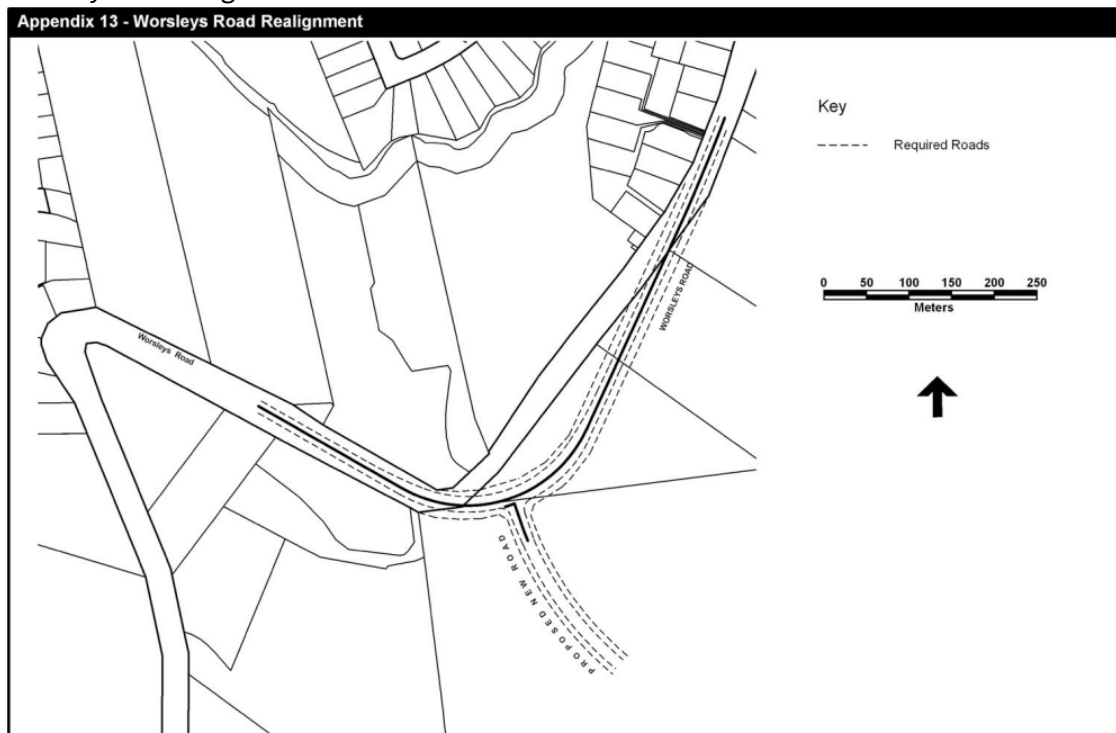
- 3.1 The above recommendations are to ensure there is consistency between the Outline Development Plan in District Plan and the way Council owns and manages its land holdings.

### 4. Alternative Options Considered Ētahi atu Kōwhiringa

- 4.1 Continue to hold the land as road, this option has the following
- 4.2 Advantages –
- Easements are not required over road.
- 4.3 Disadvantages –
- Does not reflect the intent of the District Plan.
  - Does not provide continuity to the reserve land between the new Worsleys Road alignment and Cashmere Stream.

### 5. Detail Te Whakamahuki

- 5.1 Nearby land to the east of Worsleys Road is the subject of the Cashmere Estates multistage subdivision. Resource consent for this subdivision RMA/2015/3550 has been granted by the Council through the Resource Management Act 1991 process.
- 5.2 The realignment of Worsleys Road is anticipated in Part 14 of the City Plan, Subdivisions, (see below diagram). This road realignment helps mitigate the effects of traffic movements from the Cashmere Estates subdivision and provides a new shared cycle and pedestrian path. Once the old Worsleys Road is stopped it will provide a continuous utility reserve from the new Worsleys Road alignment to Cashmere Stream.



- 5.3 As can be seen from the below photograph the road has now been grassed over and for all intents and purposes forms part of the adjoining local purpose (utility) reserve and is managed and maintained by the Parks Unit. To leave it as road creates administrative

difficulties because it would remain a road asset.



- 5.4 The stopping of the old road and declaration that it is held as local purpose (utility) reserve provides consistency with the adjoining reserve status and provides a contiguous area of open space not bisected by the legal Road.
- 5.5 A Council water main and an Enable telecommunications cable have been identified as being within the old Worsley Road alignment.
- 5.6 Once the road is stopped and declared to be Local Purpose (Utility) Reserve a right to drain water easement in gross in favour of the Christchurch City Council and a telecommunications easement in gross in favour of Enable Services Limited will be granted.
- 5.7 Section 48 of the Reserves Act 1977 authorises the granting of easements over reserves. If the reserve is not materially altered or permanently damaged such advertising is not required, this is the case here.
- 5.8 The decision affects the following wards/Community Board areas:
  - 5.8.1 Cashmere Ward, Waihoru Spreydon–Cashmere–Heathcote Community Board

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

### Strategic Alignment Te Rautaki Tīaroaro

- 6.1 The decisions in this report align with Section 14 of the District Plan.
- 6.2 This report supports the [Council's Long Term Plan \(2021 - 2031\)](#):
- 6.3 Internal Activities
  - 6.3.1 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 10.5.42 Increase the infrastructure provision for active and public modes.

### Policy Consistency Te Whai Kaupapa here

- 6.4 The decisions in this report are consistent with Council's Road Stopping Policy and District Plan. They:
- Reflect the intent of the District Plan and
  - Are consistent with the Councils Road Stopping Policy

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

- 6.5 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.
- 6.6 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga
- 6.7 The affected land has not been identified as being of cultural significance to Ngai Tahu. Any relevant cultural matters would have been considered in the Resource Consent Application and subsequent assessment by Councils planning staff.

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

- 6.8 The decisions in this report are procedural in nature and do not impact on climate change.

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

- 6.9 Accessibility has been improved with the new road corridor making provision for a shared footpath and cycle way.

## 7. Resource Implications Ngā Hīraunga Rauemi

### Capex/Opex Ngā Utu Whakahaere

- 7.1 Cost to Implement - Staff time and legal fees for processing.
- 7.2 Maintenance/Ongoing costs – Ongoing maintenance (mowing).
- 7.3 Funding Source – Parks Operational budget.

### Other He mea anō

- 7.4 None

## 8. Legal Implications Ngā Hīraunga ā-Ture

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

- 8.1 There are two statutory processes under which road stoppings can be enacted. The authority to determine which statutory procedure should be employed to undertake a particular road stopping (either under the Local Government Act 1974 or under the Public Works Act 1981) is delegated to staff. The Policy establishes:
- 4.5 The following criteria have been established to ensure that the appropriate statutory procedure is consistently adopted by the Council, and to avoid, as much as is practicable, such decisions being successfully contested by any party.*
- Local Government Act 1974 process**
- 4.6 The Local Government Act 1974 road-stopping procedure will be adopted if one or more of the following circumstances apply:*
- a. Where any public right of access to any public space could be removed or materially limited or extinguished as a result of the road being stopped; or*

- b. If it is found through the review process that the road stopping could injuriously affect or have a negative or adverse impact on any other property; or*
- c. The road stopping is, in the judgment of the Council, likely to be controversial; or*
- d. If there is any doubt or uncertainty as to which procedure should be used to stop the road; or*
- e. The Public Works Act 1981 process is not able to be used, or is not used.*

**Public Works Act 1981 process**

4.7 The Public Works Act 1981 road stopping procedure may be adopted only if all of the following circumstances apply:

- a. Where there are no more than two properties, other than the applicant's property, adjoining the road proposed to be stopped;*
- b. Where the written consent to the proposed road stopping of all adjoining landowners (other than the applicant) to the proposed road-stopping is obtained;*
- c. Where no other persons, including the public generally, are considered by the Council in its judgment to be adversely affected by the proposed road stopping;*
- d. Where the road proposed to be stopped is to be amalgamated with the adjoining property or properties (as appropriate); and*
- e. Where other reasonable access exists or will be provided to replace the access previously provided by the road proposed to be stopped (i.e. by the construction of a new road); and*
- f. Where the use of the Public Works Act 1981 road stopping procedure is approved by the relevant Government department or Minister.*

4.8 If any one of the circumstances referred to in clause 4.7 does not apply, then the Local Government Act 1974 process must be used.

- 8.2 In this instance staff have determined that the proposed road stopping meets the Public Works act criteria.
- 8.3 Section 116 of the Public Works Act 1981 authorises the Minister of Lands to stop roads and section 117(7) allows the Minister to declare any stopped road to be added to adjoining reserve land.
- 8.4 The authority for council to grant easements over reserves sits within section 48 of the Reserves Act 1977, Council has subdelegated this authority to the local Community Boards, Delegations Register Part D – Sub Part 1 page 96
- 8.5 The consent of the Minister of Conservation is also required for the grant of easements over reserves, the Minister has delegated this requirement to the Council who have subsequently delegated it to the Chief Executive. The Board can recommend the Chief Executive to exercise his/her delegation on behalf of the Minister.

**Other Legal Implications Ētahi atu Hīraunga-ā-Ture**

- 8.6 There is no other legal context, issue or implication relevant to this decision.

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

- 9.1 There are no identified significant risks in the decisions requested in this report. There is a minor risk the Minister of Lands will not stop the road and vest it as reserve or the Minister of Conservation will not consent to the easements.
- 9.2 If that were to be the case the Council could either do nothing in which case the land status would remain as legal road or it could consider using the Local Government 1974 procedure to stop the road and the Reserves Act procedures to declare the land to be a reserve and grant easements over it.

## Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A	Section 1 Survey Office Plan 585685	24/534898	

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).

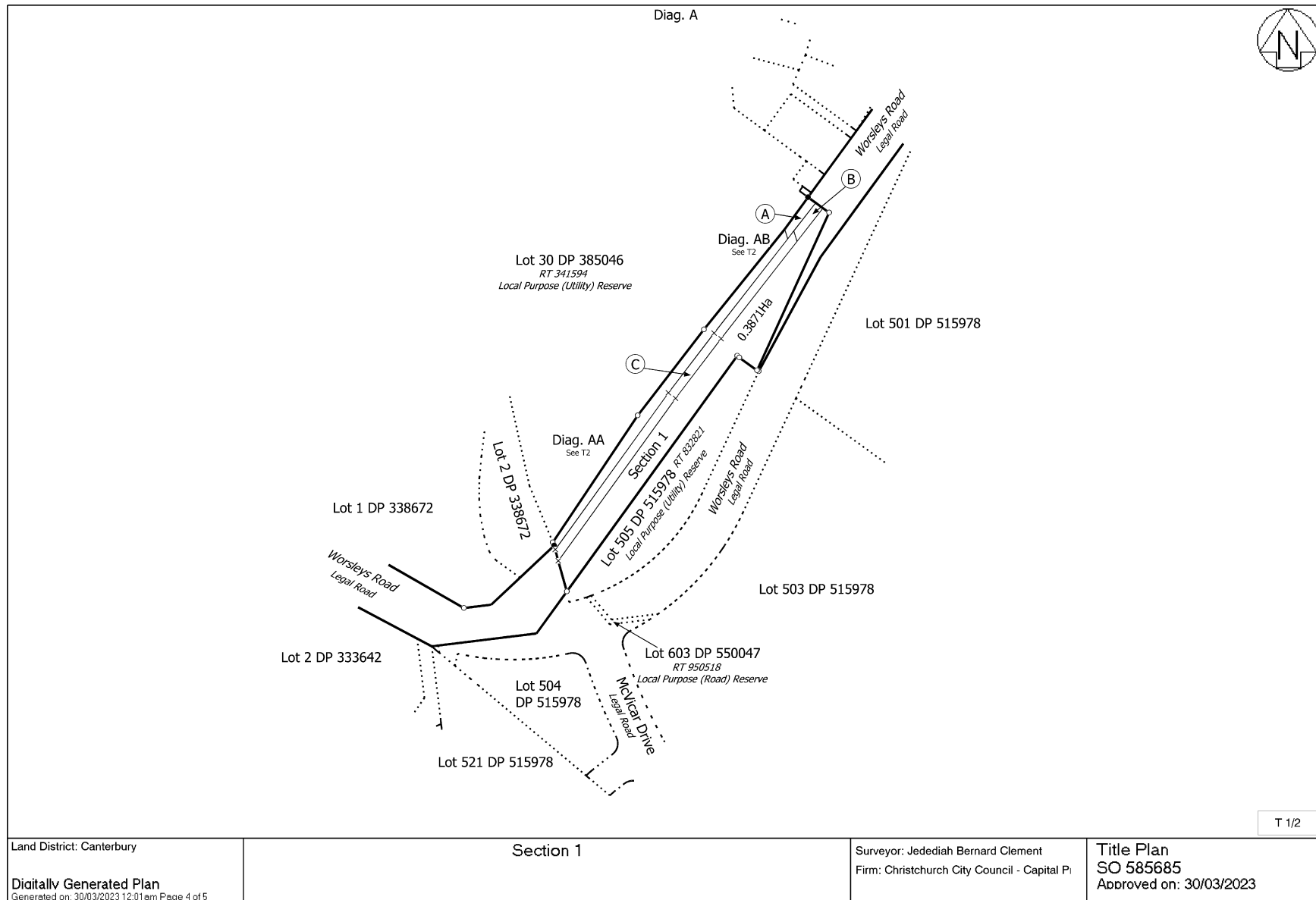
(a) This report contains:

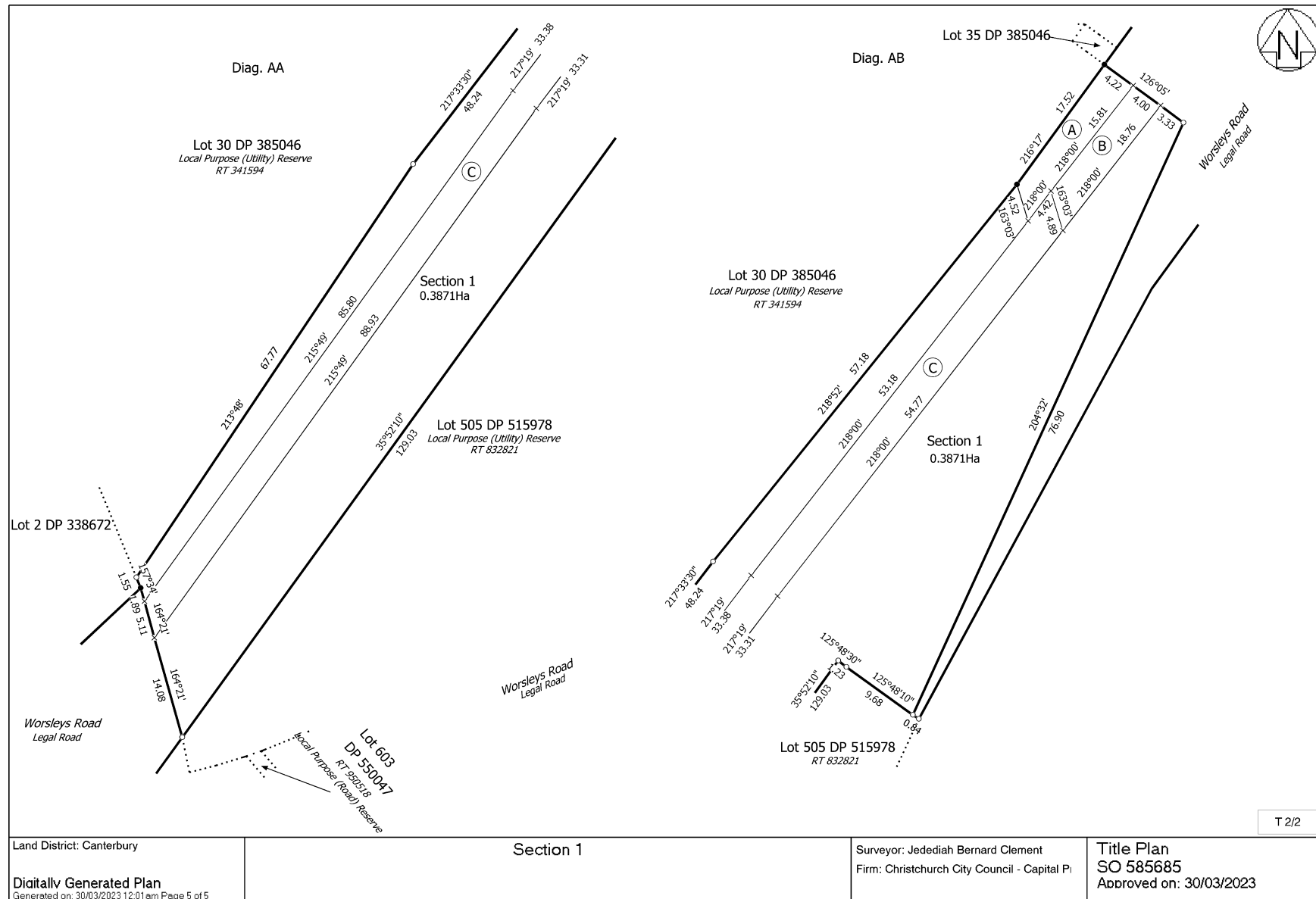
- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(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>Author</b>	Stuart McLeod - Property Consultant
<b>Approved By</b>	Angus Smith - Manager Property Consultancy Andrew Milne - Team Leader Asset Planning Lynette Ellis - Head of Transport & Waste Management





**Report from Waihoru Spreydon-Cashmere-Heathcote Community Board – 11 April  
2024**

## **11. Former Opawa Children's Library Building - Expression of Interest, Results and Recommendation**

<b>Reference Te Tohutoro:</b>	24/623066
<b>Responsible Officer(s) Te Pou Matua:</b>	Barry Woodland, Property Consultant Matthew Pratt, Community Facilities and Activation Manager Angus Smith, Manager Property Consultancy
<b>Accountable ELT Member Pouwhakarae:</b>	Andrew Rutledge, Acting General Manager Citizens and Community

### **1. Officer Recommendations Ngā Tūtohu**

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receive the report and acknowledge the staff summary and outcomes from the EOI process.  
Recommend to Council that Council:
2. Approve the removal of the building and subsequent remediation of the site to its natural state.
3. Delegate to the Manager Property Consultancy the authority to enter into such contracts and documents as deemed necessary to implement the removal of the building and remediation of the site.

### **2. Waihoru Spreydon-Cashmere-Heathcote Community Board Decisions Under Delegation Ngā Mana kua Tukuna**

#### **Part C**

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receives the report and notes that, as per staff's verbal update to the meeting, no viable proposals to take ownership of and relocate the Building have been received.
2. Notes that Staff will progress options to relocate the building and remediate the site to its natural state with other interested parties.

### **3. Waihoru Spreydon-Cashmere-Heathcote Community Board Recommendation to Council**

#### **Part A**





That the Council:

3. Notes:

- a. The existing Council resolution (CNCL/2022/00076) to approve the removal of the Building from its current flood prone location if no purchase or relocation options arise from an Expressions of Interest (EOI) process.
  - b. That the proposal from the Smith Street Community Farm Trust to take ownership of and relocate the Building to the Smith Street community garden was withdrawn after the report on the Community Board agenda.
4. Requires staff to further explore relocation options as a preference prior to demolition.
5. Any relocation option is conditional upon:
  - a. An achievable option being established within three months of this resolution.
  - b. The cost of any relocation being within the \$40,000 council budget provision including remediation of the current site.
6. Delegates to the Manager Property Consultancy the authority to make all decisions, enter into such contracts and documents as deemed necessary at their sole discretion to implement the demolition or relocation of the building and remediation of the site, without further formal reporting back to the Community Board or Council.

### Attachments Ngā Tāpirihanga

No.	Report Title	Reference	Page
1	Former Opawa Children's Library Building - Expression of Interest, Results and Recommendation	23/2108074	107

No.	Title	Reference	Page
A  	EOI Document	22/1246824	116
B  	Smith Street Community Farm Trust EOI Proposal - December 2023	24/535107	144

## Former Opawa Children's Library Building - Expression of Interest, Results and Recommendation

Reference / Te Tohutoro: 23/2108074

Report of / Te Pou Matua:	Barry Woodland, Property Consultant (barry.woodland@ccc.govt.nz); Matthew Pratt, Community Facilities and Activation Manager (matthew.pratt@ccc.govt.nz)
General Manager / Pouwhakarae:	A, General Manager Citizens & Community (Mary.Richardson@ccc.govt.nz)

### 1. Nature of Decision or Issue and Report Origin

- 1.1 The purpose of the report is to seek a delegation, for the Manager Property Consultancy, to implement the removal of the former Opawa Children's Library building and remediation of the site.
- 1.2 In July 2023, the Community Board resolved (SCBCC/2023/00055) that staff make further attempts to find a new owner for the former Opawa Children's Library and report back to the Community Board if a viable option is found.
- 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 the limited number of people affected by the decision given that no substantive or sustainable proposals to purchase and relocate the building were received during the EOI process.

### 2. Officer Recommendations Ngā Tūtohu

That the Waihoru Spreydon-Cashmere-Heathcote Community Board:

1. Receive the report and acknowledge the staff summary and outcomes from the EOI process.
- Recommend to Council that Council:
2. Approve the removal of the building and subsequent remediation of the site to its natural state.
  3. Delegate to the Manager Property Consultancy the authority to enter into such contracts and documents as deemed necessary to implement the removal of the building and remediation of the site.

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

- 3.1 The former Opawa Children's Library (the Building) has been closed since 2020.
- 3.2 The building is no longer required for operational use and needs to be removed from its current site.

- 3.3 Council have resolved (at its meeting on 11 August 2022) to approve the removal of the Building from its current flood prone location if no purchase or relocation options arise from an Expressions of Interest (EOI) process.

**Council Resolved CNCL/2022/00076**

**Board recommendations accepted without change**

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.

Councillor Mauger/Councillor Templeton

**Carried**

- 3.4 Following the expression of interest process, no viable options emerged.
- 3.5 In July 2023, the Community Board resolved (SCBCC/2023/00055) that staff make further attempts to find a new owner for the former Opawa Children's Library and report back to the Community Board if a viable option is found.
- 3.6 One viable proposal to take ownership of and relocate the Building has been received from the Smith Street Community Farm Trust (the Trust).
- 3.7 This report recommends that the Board delegate, to the Manager Property Consultancy, the authority to enter into such contracts and documents as deemed necessary to implement the removal of the building and remediation of the site with the Trust.

## **4. Preferred Option**

- 4.1 A proposal to take ownership of the Building has been received from the Smith Street Community Farm Trust (the Trust).
- 4.2 The Trust's formal EOI proposal, appended as Attachment B, demonstrates their capacity to decommission and remove the Building from the site, remediate the site, establish the Building on a new site and continue to own and use the Building as a community asset.
- 4.3 The Trust propose that the Building is relocated to the Smith Street Gardens site, 180 Smith Street. The Trust have recently been granted a lease for this site by Christchurch City Council.
- 4.4 The Trust's kaupapa is to develop local food resilience. They do this by providing a thriving urban garden where people can come together to grow, learn and share their knowledge and skills.
- 4.5 The Trust's mission is to facilitate access to healthy food and to provide education on sustainable agriculture. Their community farm provides a space for the community people to participate in, and benefit from, this.

- 4.6 The Trust plan to continue to develop the garden site with the addition of the Building, in such a way that it is an asset to the community and a prime example of how sustainable good food resilience is being achieved and developed in an urban setting.
- 4.7 In addition to providing further opportunities for the local community it will enable the Trust to further develop its existing 'partnerships' with the Biological Husbandry Unit / Lincoln University, Woolston Development Project, Land Based Training Limited and other like-minded organisations.
- 4.8 For not-for-profit, incorporated, community organisations, a key element of the EOI process required the successful respondent to remove and relocate the Building for a sustainable community use at no cost to Council.
- 4.9 The Trust estimate the costs of removing and relocating the Building are around \$50,000. A sum of \$40,000 is available from Christchurch City Council (representing the estimated cost to Council to demolish the Building and remediate the site).
- 4.10 The Trust estimate that an additional \$20,000 to \$50,000 will be needed to recommission the Building once it is relocated. This includes relevant consents, electrics, installation of suitable ablutions and accessible ramps for access. The Trust propose to cover these costs through applications to funders and through pro bono support from volunteers.
- 4.11 The Trust are discussing options for additional funding support with relevant staff and local funding entities.
- 4.12 Staff have assessed the Trust's proposal and are confident that, with continued support of local community development staff, the Trust have the capacity and capability to implement their plans and relocate the Building.

## 5. Alternative Options Considered Ētahi atu Kōwhiringa

- 5.1 **Status quo** – leave the building insitu and vacant.
- 5.2 From a reputational perspective it is not ideal to hold on to a building in a high hazard flood zone where Council rules say we should not have any structures at all.
- 5.3 The Building will continue to deteriorate, be subject to potential inundation if a significant flood event occurs and prone to vandalism / arson. There are no advantages with this option.  
*Not a practical or sustainable option.*
- 5.4 **Re-issue the EOI** – the original EOI was well distributed across various mediums without any tangible, sustainable, interest from private operators or community groups.
- 5.5 Following a community board resolution, staff have been working with the community for a further six-months to find a solution (which is the subject of this report).
- 5.6 Re-issuing the EOI would incur further staff time and costs without any certainty of a positive outcome.  
*Not recommended.*
- 5.7 **Relocate and store the building on a CCC site**
- 5.8 This option would incur costs to remove the Building, remediate the existing site and relocate the Building to an alternative CCC owned site.
- 5.9 If a suitable site could be identified (there are no sites known currently), the Building would remain vacant and subject to deterioration, vandalism and arson for an indeterminate period of time.

- 5.10 Should a use for the Building be identified in the future, Council would incur additional relocation, holding, commissioning and set up costs.

*Not recommended.*

**5.11 Demolition**

- 5.12 Staff sought a recommendation for demolition in July 2023 and, while a future community use for the building has been found, demolition remains a viable option.
- 5.13 There is no allocated LTP funding specifically assigned to the maintenance and repair of the Building which will continue to deteriorate if left insitu (having been vacant since 2020).
- 5.14 Demolition and removal of the vacant Building from the site will remove the ongoing risk (and cost) of vandalism and arson and the increasing risk from flooding and inundation. It will also enable Council to remove itself from land which has no title and over which it has no occupation agreement. Remediating the land will help to enhance the natural river-bank ecology of the site.
- 5.15 Should the Board wish to pursue this option they could recommend to Council that Council:
- a. Approve the immediate demolition of the building and subsequent remediation of the site to its natural state.
  - b. Delegate to the Manager Property Consultancy the authority to enter into such contracts and documents as deemed necessary to implement the demolition of the building and remediation of the site.

## **6. Detail Te Whakamahuki**

### **Future Use**

- 6.1 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 and was relocated to the banks of the Heathcote River in 1965.
- 6.2 The Building has been closed since 2020 and is no longer required for operational purposes by the asset owner, Community Support and Partnerships.
- 6.3 Furthermore, the Building is:
- located in a High Flood Hazard Management Area;
  - susceptible to coastal inundation;
  - within the orange tsunami evacuation zone;
  - situated in a 'hydro parcel' between legal road and the Heathcote River; and is
  - situated on the land which has no title and for which no occupation agreement exists.
- 6.4 With a view to determining its future use the Council resolved at its meeting on 11 August 2022 as follows:

**Council Resolved CNCL/2022/00076**

**Board recommendations accepted without change**

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.

Councillor Mauger/Councillor Templeton

**Carried**

- 6.5 In context the Community Board's preference was, where possible, to identify a community group prepared, and financially able, to relocate, recommission and operate the building.
- 6.6 Short to medium term use of the building (pending relocation or demolition) is an option but would involve further administrative, management and maintenance costs for Council on a building which needs to be removed from its high flood zone location.
- 6.7 *The following text (paragraphs 6.8 to 6.28) summarising the outcome of this EOI process was reported to the Community Board's July 2023 meeting.*

**Expression of Interest**

- 6.8 An Expression of Interest (EOI) process was open for applications from 15 September 2022 until 29 November 2022 (see Appendix A). The EOI was advertised on GETS, in the local press and on Council's website and circulated to the Council's governance, funding and heritage teams.
- 6.9 In broad terms Private Operators and Community Organisations were required to:
- decommission and remove the building from the site;
  - remediate the site;
  - establish the building on a new site (leased or owned by the applicant);
  - provide evidence of the financial capability and resources, and;
  - in the case of Community Organisations, provide details of the proposed community use for the building – all at no cost to Council.
- 6.10 A Council contribution of \$40,000 was available to prospective respondents, being the estimated equivalent cost to Council of demolishing the building and remediating the site.

**Expression of Interest - Outcomes**

***Applications from Private Operators or Community Groups***

- 6.11 Only one completed, formal, EOI application was received by the closing date for submissions. Three other informal enquiries were received. These were followed up by staff and reported as follows.

### Formal EOI Application

- 6.12 **Glenys Crompton:** the respondent proposed to relocate the building for private residential use. However, after undertaking due diligence the proposal was withdrawn on 29 March 2022. The reasoning cited the significant costs required to decommission, relocate and re-establish the building and services on a new site together with the associated consenting and compliance costs and the cost to remediate the existing site.

### Informal EOI Enquiries

- 6.13 Immediately prior to the closing date for applications staff received two other informal enquiries from two community- based organisations.
- 6.14 **Ferrymead Trust:** contemplated the use of the building within the Ferrymead Heritage Park. The Trust were granted an extension until 31 January 2023 to submit a completed EOI. This was not forthcoming.
- 6.15 Based on the discussions with, and general feedback provided by, the Trust before and after 31 January, staff advised the Trust on 1 March that it would be recommending to the Board not to proceed with the Trust's informal interest for the following reasons:
- *Ferrymead Trust has insufficient existing funds to facilitate this opportunity in this current economic climate.*
  - *Staff are of the opinion that the minimum requirements under Option 1 of the EOI cannot be met by Ferrymead Trust given their current financial position.*
  - *The Trust are not in a position to consider the proposal further without significant Council investment and undertakings regarding consenting and engineering requirements and costs associated with the relocation of the building.*
  - *Ferrymead Trust has confirmed that it does not have spare funds and have indicated that it is not prepared to divert funds in a hasty speculative course of action which could come to nothing.*
- 6.16 **Riverlution Tiny House Village (RTHV):** contemplated the use of the building as a community building associated with the proposed Riverlution eco-village on residential red zoned land in Richmond.
- 6.17 Following further correspondence and consideration RTHV withdrew their interest on 7 March 2023 confirming that *"our RTHV team have considered the opportunity to apply, but decided that we don't have enough certainty of a future lease to go forward with an application and the risk of taking on a building. We're still in the situation that RTHV have a licence for investigative works for a Richmond RRZ edge housing site, and we can't apply for a lease for this site (which will be a significant process) until we've completed more due diligence and until LINZ complete handover for this RRZ tranche and CCC have co-governance lease application model in place. It's unlikely all these factors will come together for at least another 6+ months"*.
- 6.18 It is noted that the edge housing superlot has now been transferred to Council and a co-governance is in place. However, a framework for agreeing how third-party proposals (including housing) will be assessed is still being worked through together with the terms and conditions associated with that process. A decision to deal unilaterally with RTHV would then be required which would likely be associated with a lengthy LGA consultation and Council approvals process. Aligned to this RTHV would need to undertake its own due diligence and demonstrate a financially sustainable business case. This process could take in excess of 6 months to complete.

### Post EOI Proposal

- 6.19 Staff worked extensively with a private individual who, after expressing interest during the EOI timeframe, then presented a formal proposal on 14 June 2023 to relocate the building.
- 6.20 **Tina von Pien:** proposed to adapt the building for residential purposes as a Tiny Home subject to securing a suitable residential section. Unfortunately, following an extensive search, her proposal was subsequently withdrawn due to new sections generally having covenants against relocatable buildings and the paucity of older sections (with no covenants) and their tendency to be snapped up by developers.

#### **EOI Enquiries for Short Term Use**

- 6.21 Although we received a number of general enquiries regarding temporary short to medium use of the building no detailed EOI applications were received.
- 6.22 The enquiries included use for the display of artworks, storage hire and art classes/workshops.
- 6.23 These were not pursued in any detail pending the outcome of the EOI and potential building relocation options from private or community-based operators.

#### **Proposed Next Steps**

- 6.24 In the absence of any substantive proposals to purchase and relocate the building staff propose to initiate a process to demolish the building and remediate the site in line with the general intent of the prior Council resolution referred to in paragraph 5.4.

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

- 6.25 As outlined in the initial report to the previous Board 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 climate change vulnerability at greater cost to Council and the ratepayer.
- 6.26 In this context, and given that we have received no substantive or sustainable interest in relocating the building, the demolition of the building is arguably the only financially prudent and practical option.
- 6.27 Although the views and preferences of the community have not been directly considered the response (or lack of it) to the EOI process has been informative. Prior to the EOI being released details of the building were circulated to all Heads of Service (and disseminated to their respective teams) and also to the Community Governance Managers representing the various community boards city-wide.
- 6.28 The decision affects the Waihoru Spreydon-Cashmere-Heathcote Community Board area.
- 6.29 *This report to the Community Board's July 2023 meeting precipitated a request for staff to make further attempts to find a new owner for the library and to report back to the Community Board – which is the purpose of this report.*

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

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

- 7.1 Disposal / demolition of the building is in keeping with the Council's financial strategy of maintaining a policy of financial prudence through managing assets.
- 7.2 This report supports the [Council's Long Term Plan \(2021 - 2031\)](#):
- 7.3 Communities and Citizens
  - 7.3.1 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 - All agreed actions implemented for 2021/22

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

- 7.4 The decision is consistent with Council's Plans and Policies regarding the disposal / demolition of the building following public tender in the open market.

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

- 7.5 Previous advice from the Senior Advisor Treaty Relationships 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.
- 7.6 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.
- 7.7 As such the removal of the building and restoration of the river-bank will return the land to its original natural state.

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

- 7.8 The removal of the building and concrete access path and footings will help to replenish and preserve the natural ecology of the site and reduce the Council's carbon footprint.
- 7.9 In terms of responding positively to climate change vulnerability its removal will take away a potential impediment in the event of flooding and therefore improve the rivers capacity and ability to deal with future flood events.
- 7.10 The vacant building has recently been the subject of several break-in attempts. Its removal will remove the potential risk of further unsocial behaviours, vandalism and / or arson.

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

- 7.11 N/A.

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

### **Capex/Opex Ngā Utu Whakahaere**

- 8.1 Cost to Implement:
- 8.1.1 Demolition and site remediation: estimated cost to Council \$35,000 to \$40,000 plus GST.
- 8.2 Maintenance/Ongoing costs:
- 8.2.1 Interim costs prior to demolition: insurance, staff costs, repair and maintenance (if required).
- 8.3 Funding Source:
- 8.3.1 Demolition Costs: covered by the Community Facilities Tranche 2 Programme.
- 8.3.2 Interim costs prior to demolition: covered by existing Community Support and Partnerships operational budgets.

### **Other He mea anō**

- 8.4 N/A.

## 9. Legal Implications Ngā Hīraunga ā-Ture

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

- 9.1 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

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

## 10. Risk Management Implications Ngā Hīraunga Tūraru

- 10.1 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	Reference	Page
A	EOI Document	22/1246824	
B	Smith Street Community Farm Trust EOI Proposal - December 2023	24/535107	

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>	Barry Woodland - Property Consultant Matthew Pratt - Community Facilities & Activation Manager
<b>Approved By</b>	Angus Smith - Manager Property Consultancy John Filsell - Head of Community Support and Partnerships

## Request for Expressions of Interest

### Former Opawa Children's Library Building - Louisson Place / Ford Road



#### The Opportunity

**Relocate the Building for a Community Use**

**Or**

**Purchase and Remove the Building**

<b>EOI Number</b>	26313575
<b>Date of issue:</b>	15 Sept 2022
<b>Closing date and time:</b>	29 November 2022 - 12:00 midday
<b>Electronic submission of response must be uploaded to:</b>	<a href="http://www.gets.govt.nz">www.gets.govt.nz</a>
<b>Hard copy of response:</b>	N/A
<b>EOI information contact person:</b>	Julian Clark Julian.clark@ccc.govt.nz

Christchurch City Council

# 1. The Opportunity

## The building and the opportunity

### 1.1 Introduction

The Christchurch City Council (Council) has resolved that the former Opawa Children's Library building needs to be removed from its current location on the banks of the Heathcote River on Louisson Place off Ford Road, Opawa.

The Council is now seeking Expressions of Interest (EOI) from:

1. **Option 1: Incorporated, not-for-profit Community / Heritage organisations** – to relocate the building from the site for use as a community facility at an alternative location.
2. **Option 2: Private Operators or Individuals** - to purchase the building and relocate it from the site, or;
3. **Option 3: Short Term Incorporated Community Group users** – to utilise the building on an informal short term basis prior to removal of the building from its existing site.

The criteria for assessing these options differs and is outlined below at 1.3. However, common to all options is a requirement that they are to be achieved and delivered at no cost to Council.

It is noted that Council is prepared to incentivise Options 1 and 2 by contributing the Council's estimate of the cost to demolish the building to the successful respondent.

With reference to its [Strengthening Communities Together Strategy](#) and [Community Facilities Network Plan](#) the Council's preference is to see the building relocated for use as a community facility.

However, by gathering expressions of interest the results will allow the Council to consider whether any financially sustainable community based options exist. It will also enable Council to gauge the appetite from private operators or individuals to purchase and remove the building from site for a commercial / residential / other use.

Depending on the level of interest received a further process may be required to request detailed proposals for Options 1 and / or 2.

## 1.2 Description of the building

### Location

The building was originally the social hall on the upper storey of the New Brighton Fire Station from c1930 to 1965 – refer photograph below. As such it has some heritage significance.



It was relocated to its current site on Louisson Place / Ford Road between the legal road and banks of the Heathcote River in 1965 (shown yellow in the diagram above), primarily to accommodate the growing interest from young readers.

As a result of the 2010 / 2011 earthquake sequence both the Opawa Childrens Library and Opawa Public Library agreed to move into the rebuilt Opawa Library.

The new Opawa library eventually opened in 2020, since then the former Opawa Children's Library building has remained closed.

### The Building

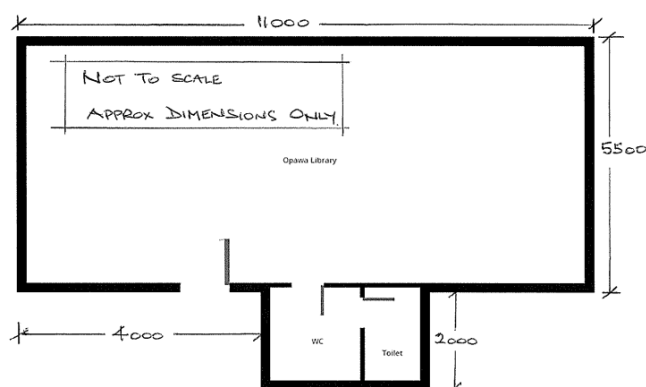
The small single storey building is of timber framed construction with external weatherboards and predominantly tongue and groove internal ceiling and wall linings. The toilet area is lined with gypsum.

The roof structure consists of timber purlins and roof trusses which are supported on timber framed walls with corrugated iron roof cladding. The ground floor consists of timber framing supported on concrete piles. A concrete ramp and wooden deck provides access to the entrance door.





Internally the building comprises one principal room measuring approximately 11 metres by 5.5 metres with a lobby and toilet area off to one side. The total floor area is in the region of 65m<sup>2</sup>. In the absence of actual floor plans a rough sketch of the floor area is included below.



### 1.3 What building outcome are we looking for?

The Council is looking to remove the former Opawa Children's Library building from its existing site at no cost to Council.

#### Who Should Respond?

While the preference is that the building is relocated by a community group for use as a sustainable community facility the Council are keen to consider proposals for the following options:

**Option 1: Incorporated, not-for-profit Community / Heritage organisations** – to relocate the building from the site for use as a community facility at an alternative location.

**Option 2: Private operators or individuals** – to purchase the building and relocate it from site, or;

**Option 3: Short Term Incorporated Community Group users** – to utilise the building on an informal short term basis should there be a reasonable time lag between Council accepting a proposal arising from Options 1 or 2 and physical relocation of the building from the site.

The key requirements specific to each of the options are detailed below.

**Option 1: Incorporated, not-for-profit, Community / Heritage organisations**

As a minimum requirement you are required to:

1. Decommission and remove the building from the site, to include:
  - Remove the concrete ramp to the main door.
  - Identify, isolate and mark up a site plan showing all service terminations.
  - Remove the electrical supply to the site.
  - Prepare the building for transportation.
  - Remove the concrete piles and retain inside the building for installation at a new site.
  - Remediate the site: tidied, levelled and grassed.
  - Offload the building at another site.
  - Allow for the required Traffic Management Plan / Permits required to move the building off site.
2. Remove the building from the site within one calendar year (*note: to facilitate a proposed future community use the Council will permit the respondent to store the building off site for up to one year or, where the building is to be preserved for heritage purposes, for a longer period of 5 years, both at the cost of the respondent*).
3. Provide evidence that you have land (owned or leased) on which to site (or store) the relocated building.
4. Establish the building on the new site, to include:
  - A fully commissioned building with connections to all usual site services.
  - Full compliance with all/any Building Act code / compliance requirements.
  - All necessary resource consents secured and conditions complied with.
5. Provide details regarding the proposed, sustainable, future community use for the building, to include:
  - An outline of the purpose of the community use.
  - Details of the community outreach services and activities to be provided.
  - An indication of the likely group / individual users of the community facility.
  - Estimated annual / longer term building maintenance and OPEX costs.
  - Estimated use / activation of the building and estimated income from users.
  - Maximise community enjoyment and utilisation of the space and potential for shared community use.
6. Provide evidence of your financial capability / resources to fund items 1-5 above (ie at no cost to Council):
  - Remove the building from the current site.
  - Establish / commission / activate the building on the new site.
  - Fund any land purchase / lease costs.
  - Fund ongoing annual and longer term maintenance and OPEX costs.
7. Provide evidence that you are a registered incorporated community/ heritage / not-for-profit organisation.
8. (Refer '**Notes**' below).

**Option 2: Private Operators or Individuals**

As a minimum requirement you will be required to:

1. Decommission and remove the building from site, to include:
  - Remove the concrete ramp to the main door.
  - Identify, isolate and mark up a site plan showing all service terminations.
  - Remove the electrical supply to the site.
  - Prepare the building for transportation.
  - Remove the concrete piles and retain inside the building for installation at a new site.
  - Remediate the site: tidied, levelled and grassed.
  - Offload the building at another site.
  - Allow for the required Traffic Management Plan / Permits required to move the building off site.
2. Remove the building from the site within one calendar year.
3. Information on the future location for, and proposed use of, the building is desirable but not essential.
4. Confirm your purchase price (ie your offer price for purchasing the building net of any relocation costs).
5. Provide evidence of your entity background and financial capability.
6. (Refer '**Notes**' below).

## Notes

Considerations relevant to both Option 1 and Option 2:

- The proposals are to be at no cost to Council.
- A contribution of up to \$40,000 is available if required from Council towards the removal of the building from the existing site.
- The building has a current book value of \$71,000.
- Documents available to respondents on request:
  - Asbestos Management Survey (ENGEO) – October 2020. Minor evidence of asbestos limited to the switchboard.
  - Quantative Assessment Report – February 2014.

## Option 3: Short Term Incorporated Community Group use

Considerations relevant to this arrangement include:

1. The group must have a community focus.
2. Use of the building will be limited to informal hourly, daily, weekly hire arrangements.
3. A hire fee will be charged.
4. Building services will be limited to power, lighting and water – no furniture / chattels.
5. All informal hire arrangements will be subject to one weeks notice at Council's discretion.

## 1.4 Why should you submit an expression of interest?

This is an opportunity to acquire and relocate a building with some heritage significance for use as a community / commercial / residential / storage / other facility.

This EOI is the only phase of the procurement process that will be openly advertised. If the Council decides to progress with any of the responses received, it will only contact those parties directly.

## 1.5 About us

Christchurch is New Zealand's second-largest city and the gateway to the South Island. Bordered by hills and the Pacific Ocean, it is situated on the edge of the Canterbury Plains that stretch to the Southern Alps.

Christchurch City Council is one of the city's largest businesses, employing 3,000 staff across multiple locations throughout the city and Banks Peninsula. We provide a wide variety of services and facilities to over 340,000 residents and visitors, including public transport, cycleways, drinking water, rubbish collection, libraries, swimming pools, parks, and the Botanic Gardens, as well as numerous community events and festivals.

The strategic framework for Ōtautahi–Christchurch is for it to be a city of opportunity for all, with resilient communities, liveable city, healthy environment and a prosperous economy being key community outcomes.

## 1.6 Response acknowledgment form

The Council would appreciate respondents who intend to participate in the EOI process to sign and return the response acknowledgement form at Appendix 2.

## The open procurement process

### 1.7 Expressions of interest

The Council is seeking an expression of interest (EOI) from any respondent interested in removing and relocating the Opawa Children's Library building from its existing location at Louisson Place / Ford Road, Opawa.

The purpose of this EOI is to prequalify and shortlist suitable respondents.

The EOI process involves a Pass/Fail methodology.

The following responses will be considered a fail:

- a) Not providing an answer to any of the questions - all questions require consideration; however, stating "not applicable to the proposal" or "unknown" are acceptable responses at an EOI stage.
- b) A proposal that involves any cost to, or funding contribution from, Council outside Council's normal Community Funding streams where they meet the relevant criteria and reporting requirements.  
<https://www.ccc.govt.nz/culture-and-community/community-funding>

It is anticipated that shortlisted respondents may be asked to provide proposals under a Request for Proposal (RFP) process.

### 1.8 Process

The following high level steps are anticipated.

- This EOI is issued to the public to establish a group of respondents.
- The Council completes an assessment process to shortlist the respondents.
- A RFP may be instigated to shortlisted respondents.
- The Council receives proposals from the interested shortlisted respondents.
- The Council completes an assessment process to select a preferred purchaser of the building. The CCC assessment panel will include:
  - Local Community Advisor from the Spreydon-Cashmere-Heathcote Community Governance Team area.
  - Capital Delivery Project Manager.
  - Community Facilities Specialist.
  - Property Advisor.
  - Finance Partner (to review financials).
- Negotiation and due diligence stages will be undertaken with the preferred purchaser of the building.
- An appropriate formal agreement will be entered into with the preferred purchaser of the building.
- The agreement will be subject to a recommendation to, and approval by, the Waihoru Spreydon-Cashmere-Heathcote Community Board and full Council.

It is the Council's intention through this EOI that:

- it gains a clear understanding of the market interest in purchasing the building and its relocation / re-use;
- respondents provide clear, concise responses to allow the Council to robustly evaluate the responses and create a shortlist for the RFP stage (if required); and
- any proposed private purchase / relocation or community purchase / relocation / re-use proposals for the building are at no cost to Council.

## 1.9 Indicative timeframe

The Council reserves the right to modify the steps and/or dates at any time, at its sole discretion.

EOI issued	15 September 2022
Site visit (by arrangement)	Please email the contact person for details
Response acknowledgement form closing date	29 September 2022 – 12.00 midday
Last date for questions	09 November 2022 - 04.00 PM
Closing date and time	29 November 2022 – 12.00 midday
Respondents advised of outcome of EOI	January 2023
RFP process (if required)	February / March 2023

## 1.10 How to contact the Council

All enquiries and requests to inspect the premises must be directed to our designated contact person.

Contact person:	Julian Clark
Email:	Julian.clark@ccc.govt.nz

## 1.11 Developing your response

When you are developing your response, please note the following:

- This is an open, competitive tender process.
- Please take time to read and understand the EOI. In particular, it is important that you develop a strong understanding of our requirements detailed in section 2 below.
- In structuring your response consider how it will be evaluated. Section 3 describes our evaluation approach.
- If anything is unclear, or you have a question, ask us to explain. Please do so before the deadline for responses.
- If you would like to view the premises please arrange an appointment with our contact person.
- Your response should be kept to a maximum of ten (10) pages (including any supporting information, pamphlets etc.).

## 1.12 Submitting your response

You will need to register on the GETS website ([www.gets.govt.nz](http://www.gets.govt.nz)) before a response can be submitted on the same website.

Alternatively, if you are unable to access the GETS website, please register and respond by email to our contact person.

*Christchurch City Council*

## 2. Our requirements

### 2.1 Expressions of interest

Initially, and to confirm your interest in participating in the EOI process, please complete and return the Response Acknowledgement Form at Appendix 2 by 29 September 2022.

The closing date for receipt of EOI's by Council is 29 November 2022. Please complete and submit the Response Form (Appendix 3), supporting information and Conflict of interest declaration by this date.

In both cases please submit your information via the GETS website (link provided above at paragraph 1.12) or by email to our contact person.

### 2.2 Process

Key requirements for the 3 options are listed at 1.3 above. In short the following are prerequisites:

**Options 1 and 2:**

- The building must be removed from the site within one calendar year.
- Respondents must demonstrate that they have sufficient resources (financial and operational) to remove, relocate, set-up and operate the building (Option 1) or remove and relocate the building (Option 2).
- With regard to Option 1 respondents must also:
  - (1) provide evidence that they have land to relocate the building to, and;
  - (2) demonstrate that there is a sustainable future community use for the building.

**Option 3** is only available for as long as the building remains at its existing location.

All options are required to be at no cost to Council.

**Council requirements before implementing any of the options**

Any outcomes from this EOI process will require prior approval from the Waihoru Spreydon-Cashmere- Heathcote Community Board and Council.

*Christchurch City Council*

## 3. Evaluating your responses

### 3.1 Evaluation model

The evaluation model that we will use to shortlist EOI responses is a system with pass/fail criteria in the initial stage and then weighted criteria in the second stage, and these secondary criteria will be detailed in the RFP documents.

Should Council receive only one response that it considers suitable to proceed then the right is reserved to enter into negotiations with that respondent without proceeding with a further stage process.

### 3.2 Evaluation criteria

Responses will be evaluated on their merits according to whether they pass or fail on each of the following criteria:

Criteria
<b>Option 1: Incorporated, not-for-profit, Community / Heritage organisations</b>
A. The building is to be removed from the site within one calendar year (and the site remediated).
B. The group must have land available to relocate the building to.
C. Demonstrated capability and methodology for re-establishing the building at the new location.
D. Must have a sustainable future community use and business case for the relocated building.
E. Must have proven organisational and sufficient financial resources to achieve A, B, C and D.
F. No cost to Council.
G. Evidence of status as a registered incorporated community / heritage not-for-profit organisation.
<b>Option 2: Private operators or individuals</b>
A. The building is to be removed from the site within one calendar year (and the site remediated).
B. Purchase price submitted for the building net of any relocation costs.
C. Evidence of financial viability and capability to relocate the building from its existing site.
D. No cost to Council
<b>Option 3: Short Term Incorporated Community group users</b>
A. To be assessed on a case by case basis.

*Christchurch City Council*

## 4. EOI terms and conditions

The terms and conditions of this EOI are set out below. All terms defined in this EOI have the meanings set out in section 4.8.

### 4.1 Preparing a response

#### EOI documents

- a) EOI documents issued to respondents for use in the preparation of a response remain the property of the Council.
- b) Any information provided by the Council to respondents is to assist in the preparation of responses. The Council does not represent or warrant the completeness or accuracy of such information. Respondents shall rely on all information at their own risk and are responsible for the interpretation of the information.
- c) Respondents are requested to acknowledge receipt of the EOI documents by completing and returning the Response Acknowledgment form included as Appendix 2 and returning it to the EOI information contact person by the time indicated in the Response Acknowledgment form.

#### Respondents to inform themselves

- d) Each respondent shall be deemed to have examined the EOI documents and any other information supplied in writing, and inspected any relevant site and surroundings. The respondent must undertake all reasonable and practicable investigations and measurements, familiarise itself with the requirements of all relevant authorities, and have satisfied itself as far as is practicable as to the correctness and sufficiency of its response before submitting a response.

### 4.2 Communications during the EOI process

- a) The Council may issue notices to add, amend or provide explanatory information to the EOI documents via the Council tender portal. All respondents will be emailed at the email address as per the respondent's user profile on the Council tender portal of any notices available for download on the Council tender portal and all such notices shall become part of the EOI documents. All correspondence will be emailed from GETS at [www.gets.govt.nz](http://www.gets.govt.nz) website and will be clearly marked as being from the Council. It shall remain the respondent's sole responsibility to download notices posted on the Council tender portal. The respondent's response to this EOI shall be considered as having taking into account all notices issued via the Council tender portal.
- b) The EOI information contact person identified on the front page is the only person authorised to receive questions, requests for information or other communications by respondents regarding this EOI. Any such questions, requests for information or other communications must be submitted in the forum facility via the Council tender portal and should not be directly sent to the EOI information contact person.
- c) Questions submitted to the Council tender portal will only be responded to during business hours.

- d) The Council shall not be bound by any statement, written or verbal, made by any person including the EOI information contact person.
- e) Where the EOI documents issued to respondents are ambiguous or unclear to a respondent, it may request the issue of an explanatory notice. If an explanatory notice is issued, it shall be sent to all respondents who have notified the Council that they are participating in the EOI process and shall upon issue become part of the EOI documents. Requests for information or clarifications that relate solely to the respondent's response will be provided to the respondent requesting the information for clarification only.
- f) When required, notification of response clarifications, document amendments and addendums will be emailed to the respondents via the Council tender portal.
- g) After the date for submission of responses has closed, the EOI information contact person may further communicate with respondents directly in order to set meeting times, and advise the outcomes of the evaluation process.

## 4.3 Submission of response

### Closing date and time

- a) The Council requires that each response is submitted by the closing date and time.
- b) Responses cannot be uploaded onto the Council tender portal after the closing date and time. If the response arrives after the closing date and time then it may be considered invalid. However, the Council reserves the right to accept a late submission or extend the closing date and/or time for the upload of submissions onto the Council tender portal at its sole discretion. Any late response in respect of which the Council chooses not to exercise its discretion shall be returned to the respondent.

### Form of responses

- a) Responses must be prepared and submitted in the form provided in section 5.
- b) The responses shall be signed by, or on behalf of, the respondent.
- c) The cost of preparing and submitting a response shall be borne by the respondent.

### Respondent Warranties

- a) The respondent warrants that:
  - i. all information provided by the respondent is complete and accurate; and
  - ii. the provision of information to the Council, and the use of it by the Council for the evaluation of responses and for the negotiation of any resulting contractual agreement, will not breach any third party intellectual property rights.

## 4.4 Shortlisted response

### Shortlisted response

- a) A respondent shall be notified in writing by the Council if its response is shortlisted within fourteen (14) working days of the closing date and time to proceed to the next stage of the process.
- b) Making the shortlist does not constitute an acceptance by the Council of the respondent's response, or imply or create any obligation on the Council to extend a letter of intent to that respondent.

### Unsuccessful responses

- c) A respondent shall be notified in writing by the Council if its response is shortlisted within fourteen (14) working days of the closing date and time to proceed to the next stage of the process.

#### 4.5 Reservation of Council's rights

- a) The Council reserves the right at its sole discretion to:
- waive or change the requirements of this EOI process from time to time without prior (or any) notice being given;
  - seek clarification and/or an adjustment of aspects of a respondent's response;
  - immediately disqualify any respondent that does not submit a compliant response;
  - re-invite responses on the same or any alternative basis;
  - amend or change the evaluation methodology and/or the weighting and/or any criteria;
  - to accept none, or any, of the responses;
  - at any time withdraw the EOI; or
  - not proceed with any RFP process.

#### 4.6 No obligations

- a) No legal or other obligations shall arise between the respondent and the Council in relation to the conduct or outcome of the EOI process.
- b) The Council and its agents or advisors will not be liable in contract or tort or in any other way for any direct or indirect damage, loss or cost incurred by any respondent or other person in respect of the EOI process.

#### 4.7 General information

##### The Council to make enquiries

- a) The Council reserves the right to make enquiries regarding the respondent and to consider relevant information obtained from any source in the evaluation of the response. The Council may verify with any third party any information included in the response or disclosed to the Council in connection with the response, including carrying out a credit check on the respondent.

##### Canvassing of Council officers and/or elected members of the Council

- b) Any attempt made by a respondent to influence the outcome of the EOI process by canvassing, lobbying or otherwise seeking support of the Council officers, or elected representatives of the Council, shall be deemed valid grounds for the exclusion of that response from the evaluation process.

##### Ethics

- c) By submitting a response, respondents acknowledge that they have not and shall not engage in any practices that gives one party an improper advantage over another, and/or engage in any unfair and unethical practices, in particular any collusion, secret commissions or such other improper practices.

##### Confidentiality

- d) The information supplied by the Council (either itself or through its consultants, agents or advisors) in connection with the EOI process through the Council tender portal is confidential. Respondents should

not release or disclose any of the information to any other person (other than their employees or advisors), without the prior written consent of the Council. Any publicity or media statements also require the Council's prior written consent.

- e) The Council may, at its discretion, require any respondent to sign a confidentiality agreement before releasing any confidential information to the respondent. The respondent agrees to sign the confidentiality agreement, if required to do so.
- f) The Council is subject to the Local Government Official Information and Meetings Act 1987. Information provided by a respondent may be required to be disclosed under that Act.

#### Due diligence

- g) As part of the EOI process, the Council, together with its agents, professional advisors and/or consultants, may carry out due diligence investigations of any or all respondents.
- h) By submitting a response, a respondent consents to the Council (and its agents, professional advisors and consultants) carrying out all due diligence investigations of the respondent as may be required by the Council, acting reasonably. The respondents will promptly provide all information and answer all questions as may be required by the Council, acting reasonably, in carrying out such investigations subject only to:
  - i. confidentiality obligations owed to unrelated third parties (which if applicable, must be identified and, if then requested by the Council, the respondent will take all reasonable steps to have such confidentiality waived to enable disclosure to the Council); or
  - ii. the rules of any stock exchange on which the respondent or its parent company is listed (which, if applicable, must be identified).
- i) By submitting a response, each respondent expressly acknowledges and agrees that the Council shall not have any obligation to enter into any agreement or arrangement with any respondent if the Council is not satisfied, in its sole and exclusive discretion, with the outcome of its due diligence investigations regarding that respondent.

#### Conflict of interest

- j) Respondents shall complete the declaration at Appendix 4 and disclose any potential conflict of interest that may arise. The Council shall, at its sole discretion, determine whether a conflict may prevent a respondent's response from being evaluated.

### 4.8 Definitions

The following words and expressions (where they appear in this EOI and/or any attachments) have the meanings set out below:

- a) Closing date and time means the 29 November 2022 – 12:00 midday, being the deadline for responses to be submitted.
- b) Confidential Information means information that:
  - i. is by its nature confidential;
  - ii. is marked as "confidential"; or
  - iii. is provided "in confidence".
- c) Conflict of Interest means where:
  - i. an actual conflict of interest currently exists; or
  - ii. a conflict of interest is about to happen or could happen; or
  - iii. other people may reasonably think that a person is compromised;
- d) Council means the Christchurch City Council.
- e) Council tender portal means GETS at [www.gets.govt.nz](http://www.gets.govt.nz). Refer 1.12.
- f) EOI means expression of interest.
- g) EOI Documents means the documents which are issued to respondents including this request for

expressions of interest.

- h) EOI information contact person means the person identified on the front page.
- i) Evaluation methodology means the methodology set out section 3.
- j) Respondent means the person or entity that submits, or expresses an interest in submitting, a response in response to this EOI.
- k) Response means the respondent's submission responding to this EOI process.
- l) RFP means request for proposal.
- m) RFP Process means the process that may be conducted following this EOI process where selected respondents are invited to submit a proposal to tenant the property.
- n) Working Day means a calendar day other than any Saturday, Sunday or public holiday in Christchurch.

*Christchurch City Council*

## 5. Appendices

### Appendix 1 – Key information required from respondents

The checklist below sets out the information that must accompany any response.

Note: This checklist is for the respondent's use only and does not need to be returned to the Council with the response.

Document	Included (tick)
Appendix 3 - Response form and declaration including: <ul style="list-style-type: none"><li>• Part A – Respondent's acknowledgment</li><li>• Part B – Profile of organisation</li><li>• Part C – Key aspects of the response</li><li>• Part D – Response to the Council's requirements</li></ul>	<input type="checkbox"/>
Appendix 4 – Conflict of interest declaration	<input type="checkbox"/>

## Appendix 2 – Response Acknowledgement Form

This completed form should be emailed as a signed (scanned) document to the EOI information contact person. This enables the Council to understand the level of interest in the EOI and the potential market response. Confirmation that a respondent may participate in the process is not binding, and a respondent may elect not to submit a response after initially indicating they may participate in the process. A respondent will not be precluded from submitting a response if this form is not completed and emailed to the EOI information contact person by the time and date stated above.

Response for:	Former Opawa Children's Library building, Louisson Place / Ford Road, Opawa
EOI Number:	26313575

## Respondent's acknowledgment

We acknowledge receipt of the EOI documents dated 15<sup>th</sup> September 2022

Please tick the applicable statement below:

☐ We may participate in this EOI process

OR

☐ We will not participate in this EOI process

Name of respondent (Organisation / Company / Individual):	
Signed by contact person for the Respondent:	
Name and title of contact person:	
Contact details of the contact person	
Date:	

## Appendix 3 – Response Form

Response for:	Former Opawa Children’s Library building, Louisson Place / Ford Road, Opawa
EOI Number:	26313575

### Part A: Respondent’s acknowledgment

1. We, being the respondent named below, acknowledge and agree:
  - a. that we are interested in participating in this EOI process and any subsequent RFP process;
  - b. that we understand that the Council is not bound to accept the lowest priced, highest scoring or any response received nor to proceed with an RFP process.
2. We understand that no legal or other obligations shall arise between the respondent and the Council in relation to the conduct or outcome of the EOI process.
3. We attach the information required to be submitted with this response (as set out in the key information checklist in appendix 1), and confirm that all such information is complete and accurate.
4. We nominate the following person to communicate on our behalf in relation to the EOI process and our response.

Name of respondent:	
Name and position of contact person:	
Contact person’s address:	
Contact person’s telephone number:	
Contact person’s email address:	
Signed by authorised signatory of the respondent:	
Name and title of authorised signatory:	
Date:	

## Part B: Profile of Organisation / Company / Individual

Please respond in full to the profile details required below.

Full legal name:	
Trading name: (if different)	
Country of residence:	
GST number: (if overseas tax number please state)	
Legal status of respondent: (incorporated society / individual / limited liability company / trust (if other please specify)	
Company / NZBN registration number:	
Physical address:	
Postal address: (if different from above)	
Website:	
Location of head office:	
<p>Describe the type / purpose of the activities / business your organisation / business specialises in - information to include:</p> <p><b>For Incorporated Community Groups</b></p> <ul style="list-style-type: none"> <li>Type / purpose of organisation.</li> <li>Mission / Vision Statement.</li> <li>Services, projects, activities provided in the community.</li> <li>Local, metropolitan, regional, area?</li> <li>People and numbers benefiting from the project/service ie: <ul style="list-style-type: none"> <li>Children/Infants/Young/Old</li> <li>Maori/Pacific/Refugee/Migrant/Other</li> <li>People with disabilities</li> <li>People with limited incomes</li> <li>Families/Whanau/Women</li> <li>General community/Other.</li> </ul> </li> </ul> <p><b>For Private / Individual Operators:</b></p> <ul style="list-style-type: none"> <li>Type / purpose of business.</li> <li>Services.</li> </ul>	

• Local, metropolitan, regional area?	
Year established:	
History: Briefly describe the history of organisation / business including current operations.	
Total number of paid full / part time staff in Christchurch:	
Number of volunteers (and hours per year):	
Total number of paid full / part -time staff in NZ:	
Total staff worldwide:	
Number of locations in NZ:	

## Part C: Key aspects of the response

### Key aspects - Context

1. The principle outcome of this EOI process is to ensure that the building is removed from its current location.
2. The preference is for the building to be relocated by an incorporated community group for community use.
3. However, if (2) above is not achievable then the sale to, and removal of the building from the site by, a private operator or individual will be considered.
4. If no acceptable proposals are received (from (2) or (3) above) the building will be demolished and the site remediated by Council.
5. Short term use by incorporated community groups will only be considered if there is a reasonable time lag between Council accepting a proposal arising from (2) or (3) and physical relocation of the building.
6. If (4) above applies then there will be no temporary use of the building (5).

NOTE: the questions below have been tailored to the different requirements for Options 1, 2 and 3. Please respond to the questions appropriate to your EOI.

### Option 1. Incorporated Community Groups (to relocate and reuse the building as a community facility)

#### Please provide / confirm:

Trading name: (if different)	
Details of how your organisation plans to physically decommission, remove, relocate and recommission the building (contractors / methodology etc).	
Where the building is being relocated to (address) and provide evidence that you own / lease that land.	
Brief details of your anticipated timeline for removing, relocating and commissioning the relocated building for occupation and use (assuming, hypothetically, that the building is available for relocation on 1 February 2023).	
If the building is to be removed and stored temporarily please confirm where and for how long (address).	
Your estimate of the cost to decommission, remove, relocate and recommission the building (including any Building Act and Resource Consent compliance requirements).	
Your proposed use / activation of the building and estimated: <ul style="list-style-type: none"> <li>• Income from users.</li> <li>• Annual / longer term building maintenance and OPEX costs (ie power, cleaning, repairs, maintenance etc).</li> </ul>	

Public Liability Insurance (amount and provider) (Estimated Building / Contents / Other Insurances - amount and provider)	
Provide evidence of your financial capability / resources to fund the following, at no cost to Council: <ul style="list-style-type: none"> <li>Remove the building from the current site.</li> <li>(Storage of the building – if required).</li> <li>Establish / commission / activate the building on the new site.</li> <li>Fund any land purchase / lease costs.</li> <li>Fund ongoing insurances, annual and longer term maintenance and OPEX costs.</li> </ul>	
Who are the key personnel that will be managing the use of the relocated premises?	
Brief details of the proposed community use of the building, the outreach services and activities to be provided, likely groups / users of the building and shared community use.	
Describe how your organisation will contribute to the Council's Strengthening Communities Strategy <a href="#">Strengthening Communities Together Strategy</a>	
Would you provide a personal guarantee or security deposit if required?	
Provide a list of any significant risks and/or hazards that your proposed use of the premises may encounter, and of your proposed actions to eliminate (at best) or mitigate (manage) them.	
<i>NOTE: It is assumed that your organisation will have established terms and conditions for hiring out the facility and associated hire and booking fee guidelines.</i>	

**Option 2. Private Operators or Individuals (to purchase the building and relocate it from site)**

**Please provide / confirm:**

Trading name: (if different)	
Brief details of how you plan to physically decommission and remove the building from, and remediate, the site.	
Details of your key personnel responsible for the decommissioning and removal of the building.	

Your estimated timeline for removing the building from site (assuming, hypothetically, that the building is available for relocation on 1 February 2023).	
Your cost proposal for purchasing the building, removing the building from site and site remediation.	
Public Liability Insurance (amount and provider)	
Would you provide a personal guarantee or security deposit if required?	
Provide a list of any significant risks and/or hazards that your proposed use of the premises may encounter, and of your proposed actions to eliminate (at best) or mitigate (manage) them.	
Optional: <ul style="list-style-type: none"> <li>Indicate the proposed location and use of the relocated building.</li> <li>Indicate the likely timeline for commissioning the relocated building.</li> </ul>	

**Option 3. Incorporated Community Groups (Short Term Use only)**

**Please provide / confirm:**

NOTE: this option will only be available if there is a significant lag in time (3 months or more) between Council accepting a proposal arising from Options 1 or 2 and the physical relocation of the building.	
Trading name: (if different)	
You acknowledge that the building will only be available on a temporary week to week basis subject to one month's notice to terminate. (Yes/No).	
You acknowledge that the building will only be available for occupation on an as is / where is basis – no furniture and services limited to power and lighting. (Yes/No).	
What is your proposed community use of the premises?	
What are your likely hours of use on a day to day and weekly basis?	
Who are your key personnel and what is their role?	
Are you prepared to pay a hire fee?	

Would you provide a personal guarantee or security deposit if required?	
Provide a list of any significant risks and/or hazards that your proposed use of the premises may encounter, and of your proposed actions to eliminate (at best) or mitigate (manage) them.	
Please provide any details on your experience with hiring / managing similar public facilities.	

Item 11

Attachment A

## Part D: Response to the Council's requirements

NOTE: the questions below have been tailored to the different requirements for Options 1, 2 and 3. Please respond to the questions appropriate to your EOI.

### Option 1. Incorporated Community Groups

Question	Respondents response
<p><b>Past experience:</b> please provide examples of your past experience to prove relevant experience of the delivery of the proposed use of the property. ie management of public / community facilities.</p> <p>Each example should include the following:</p> <ul style="list-style-type: none"> <li>• Location of the owned / leased premises.</li> <li>• Ownership or Lease details.</li> <li>• Details on what activities were / are undertaken.</li> </ul>	
<p><b>References:</b> for each of the examples above please provide the following information:</p> <ul style="list-style-type: none"> <li>• Nominated referee (client/customer) whom the Council can contact, including their email address and phone number.</li> <li>• Experience managing health, safety, and environmental activity in your business.</li> </ul>	
<p><b>Financial position:</b> please provide a brief description of your current financial status and attach your most recent audited / verified accounts – to include the following for the last two years:</p> <ul style="list-style-type: none"> <li>• Total Income and Expenditure.</li> <li>• Council funding received (amount, purpose and attach returned accountability forms).</li> <li>• Non-Council funding received (amount, purpose and attach accountability forms).</li> </ul> <p><i>(If this information is not available, the Council will accept a letter (from a bank or chartered accountant) confirming the status of the respondent's financial performance and position).</i></p> <p><b>Supporting Information</b> You may wish to provide the following in support of your application:</p> <ul style="list-style-type: none"> <li>• Letters of support / references illustrating the</li> </ul>	

<p>value of your service to the community.</p> <ul style="list-style-type: none"> <li>• Copy of long term business plan or strategic plan.</li> </ul>	
<p><b>Health and Safety:</b></p> <p>Please describe your approach to health and safety. Please include details of the following;</p> <ul style="list-style-type: none"> <li>• Training (past and ongoing) provided to key personnel.</li> <li>• Any improvement, prohibition or infringement notices, fines and/or prosecutions received in the last 5 years.</li> <li>• Any serious harm accidents in the last five years.</li> </ul> <p>Please attach a copy of your current Health and Safety Policy.</p>	

**Option 2. Private Operators or Individuals**

Question	Respondents response
<p><b>Past experience:</b> Please provide any examples of your (or your nominated contractors) past experience in the relocation of similar buildings and site remediation.</p>	
<p><b>Financial position:</b> Please provide a brief description of your current financial status.</p> <p>If this information is not available, the Council will accept a letter (from a bank or chartered accountant) confirming the status of the respondent's financial performance and position.</p>	
<p><b>Health and Safety:</b></p> <p>Please describe your approach to health and safety. Please include details of the following;</p> <ul style="list-style-type: none"> <li>• Training (past and ongoing) provided to key personnel.</li> <li>• Any improvement, prohibition or infringement notices, fines and/or prosecutions received in the last 5 years.</li> </ul> <p>Any serious harm accidents in the last five years.</p>	

## Appendix 4 – Conflict of interest declaration

Response for:	Former Opawa Children’s Library building, Louisson Place / Ford Road, Opawa
EOI Number:	26313575

### Conflict of interest definition:

A conflict of interest is a situation in which a respondent could gain (or be seen to gain) an unfair advantage through an association with an individual or organisation. Associations include financial, personal, professional, family-related or community-related relationships.

- An actual conflict of interest is where there already is a conflict.
- A potential conflict of interest is where the conflict is about to happen or could happen.
- A perceived conflict of interest is where other people might reasonably think there is a conflict.

### Questionnaire:

Question	Response (Select one answer for each question. Select “potentially” if others could perceive that a conflict exists.)
Does any person in the respondent organisation have a close friend or relative who they are aware is (or could be) involved in any evaluation or decision-making relating to this EOI process?	Yes / No / Potentially (circle one)
Has any person in the respondent organisation recently offered any special discounts, gifts, trips, hospitality, rewards or favours to any person they are aware is (or could be) involved in any evaluation or decision-making relating to this EOI process? (e.g. free travel, free samples for personal use)	Yes / No / Potentially (circle one)
Is the respondent aware of any person involved in any evaluation or decision-making relating to this EOI process having a financial interest in the respondent organisation? (e.g. the person is an employee of, or a shareholder in, the respondent organisation)	Yes / No / Potentially (circle one)
Is the respondent aware of anything that might give the appearance that any person involved in the evaluation stage or decision-making stage of this EOI process is biased towards or against the respondent organisation? (e.g. the person has used the respondent organisation’s corporate box)	Yes / No / Potentially (circle one)
Is the respondent aware of any other arrangement it currently has, or clients it currently provides works to, that may give rise to a conflict with the EOI?	Yes / No / Potentially (circle one)

Is there anything else that the Council should know?	Yes / No / Potentially (circle one)
--	-------------------------------------

If the respondent answered “yes” or “potentially” to any of the questions above, please set out the details of the situation below.

Declaration	Yes (tick)	No (tick)
I am authorised to provide this information and sign this form.	<input type="checkbox"/>	<input type="checkbox"/>
The information provided in this form is true and correct.	<input type="checkbox"/>	<input type="checkbox"/>
I understand that if the information I have provided is not true and correct, the Council may terminate any future contract (if the Council has reasonably relied on the accuracy of information provided in this questionnaire), at any time and with immediate effect by written notice.	<input type="checkbox"/>	<input type="checkbox"/>

Signed by authorised signatory of the respondent:	
Name and title of authorised signatory:	
Date:	

To whom it may concern,

Smith Street Community Farm Trust are excited to be in the position to tender for the ownership of the former Opawaho Childrens Library and would like to extend our initial expression of interest to a formal proposal.

Having just applied for and successfully been granted the lease for the Smith Street site from Christchurch City Council, we are now in a much stronger position to implement the plans we have for the site. The Opawaho Toy Library building is an integral part of these plans which we endeavour to outline in the following proposal.

The Trust is passionate about good land stewardship and community partnerships, developing strong relationships with local groups, residents and other stakeholders. We have endeavoured to present a full and transparent account of where the Trust wants to continue to develop the garden site with the addition if the Toy Library building, in such a way that it is an asset to the community and an example of what good food resilience can and does look like in an urban setting.

We are still working through all of the logistics and are awaiting further quotes for the decommission, relocation and recommission of the building, which we will send in as soon as they are received. The application below reflects the Trusts' status and progress towards this project as of this day December 18<sup>th</sup> and we will continue to work towards getting the remaining details confirmed as soon as possible.

Thank you in advance for your consideration,

*Georgina Stanley*

Smith Street Community Farm Trust

Chair



## Appendix 3 – Response Form

Response for	Former Opawa Children's Library building, Louisson Place / Ford Road, Opawa
EOI Number	26313575

### Part A: Respondent's acknowledgment

1. We, being the respondent named below, acknowledge and agree:
  - a) that we are interested in participating in this EOI process and any subsequent RFP process;
  - b) that we understand that the Council is not bound to accept the lowest priced, highest scoring or
  - c) any response received nor to proceed with an RFP process.
2. We understand that no legal or other obligations shall arise between the respondent and the Council in relation to the conduct or outcome of the EOI process.
3. We attach the information required to be submitted with this response (as set out in the key information checklist in appendix 1), and confirm that all such information is complete and accurate.
4. We nominate the following person to communicate on our behalf in relation to the EOI process and our response.

Name of respondent:	Smith Street Community Farm Trust
Name and position of contact person:	Georgina Stanley - Manager
Contact person's address:	Hobson Street, Woolston
Contact person's telephone number:	
Contact person's email address:	
Signed by authorised signatory of the respondent:	
Name and title of authorised signatory:	Eddie Hayes- Treasurer
Date:	14/12/2023

## Part B: Profile of Organisation / Company / Individual

Please respond in full to the profile details required below.

Full Legal Name	Smith Street Community Farm Trust
Country of Residence	Aotearoa
GST number	
Legal Status	Trust
Registration number	50139792
Physical address	██████████ Barton Street, Woolston
Postal address (if different from above)	██████████ Hobson Street, Woolston
Website	<a href="https://smithst.nz/">https://smithst.nz/</a>
Trustee/Board members	Edward Hayes, Mary Smith, Arohanui Grace
E-mail	██████████
Describe the type / purpose of the activities / business your organisation / business specialises in	<p><b>Type of organisation: Trust</b></p> <p>Purpose: Developing local food resilience. Providing a thriving urban garden where people can come together to grow, learn and share their knowledge and skills.</p> <p>Mission: to provide access to healthy food and educate on sustainable agriculture. We believe that everyone should have the opportunity to learn and grow and our community farm provides perfect space for that.</p> <p><b>Services, projects, activities provided in the community:</b></p> <p><b>Edible Streets</b> We have developed an innovative urban landscape plan called the 'Fruit Loop.' The plan connects community parks and gardens through a network of fruit trees, allowing residents to enjoy fresh, locally grown produce while they walk, play and interact with one another.</p> <p><b>Plot holding</b> Smith Street provides an opportunity to rent a 1.2 x 10m<sup>2</sup> plot and access compost provided by Living Earth for those who live in the local community with access to growing spaces. For \$120 a year plot holders receive free compost, free access to expert advise on planting and cultivation and free access to gardening tools during staffed hours.</p> <p><b>Seedling Club</b> Seedling Club is a by community for community initiative where people come together every Saturday from 10 am to 12 pm, to learn</p>

to grow vegetable seedling. Seedlings Club members have access to various resources such as farm nurseries, tunnel houses, propagation sheds, and commercial horticultural seeds.

Participants pay it forward by investing their time and effort in establishing the seedlings. By the end of each season, they can take home seedlings for their home gardens. This project provides an opportunity for community members to learn, collaborate, and contribute to the growth of their local environment.

The goal of Seedling Club is to encourage the growth of plants and promote a sustainable and healthy environment. Through community participation, the club makes a positive impact on the local area, helping to create a greener and more liveable place.

#### **Veggie Shares**

We have a highly productive vegetable garden that is tended to by our dedicated volunteers. They plant and harvest twice a week to ensure that there is always a fresh supply of produce. Our goal is to share the skills of successive productive growing in an organic market garden with the community.

The vegetables harvested each week are available for purchase by the community for \$15 per week. The shares are abundant and we encourage you to share any excess with their neighbours. Weekly shares of the garden's production are distributed to community shareholders on Tuesdays and Thursdays. They can be picked up from the garden after 4pm.

Tuesday is a solo share which includes enough vegetables to feed a single person for a week.

Thursday is larger and often includes root crops, brassicas, and salads. It is enough vegetables to feed a family of 5.

#### **Working Bees**

4 workings bees annually where members can gather to care for the entire farm. These events provide opportunity to learn new or hone their skills in pruning, landscaping and large scale composting.

By participating in the community farm, individuals can not only cultivate their own plot but also contribute to the well-being of the entire community.

#### **Community Chickens**

We maintain a flock of chickens and 3 guard geese. Volunteers, plot holders and members of the community pitch in to buy chicken feed, clean the coop, change the water and bring down vegetable scraps for them.

The volunteers are able to take any eggs that are available on the day (we do not sell them) and distribute them to their whānau and friends.

	<p>People and numbers benefiting from the project/service:</p> <p>135 participants in total including:  120 on veggie shareholders  120 plot holders (including their extended whānau)  12 key holders for the Community Chickens  45 Community Corrections kaimahi (currently 14 signed up and 2 community van units have been inducted and participate when available)  30 core volunteers</p> <p>We have plot holders from several different ethnic backgrounds who grow vegetables specific to their type of cuisine.</p> <p>We have a reserved plot for cultivation according to tikanga Māori.</p>
Year Established	2023
History	<p>The Trust was recently established last year with the guidance and support of the Site Manager and other members of the local community. The Trust grew organically out of the community in which it serves with each of the Trustees bring expertise in their various fields.</p> <p>Prior to the trust being established the group lay under the umbrella of Woolston Development Project who served as fund holders and advisors to Smith Street Urban Farm.</p> <p>We have been operating at the Smith Street site for over three years (from 2020) and since, starting on site have made significant improvements, creating a strategic plan the first steps of which have been implemented.</p>
Total number of paid workers	1 Full time 1 contracted part time worker
Total number of volunteer workers	120

## Part C: Key aspects of the response

### Key aspects - Context

1. The principle outcome of this EOI process is to ensure that the building is removed from its current location.
2. The preference is for the building to be relocated by an incorporated community group for community use.
3. However, if (2) above is not achievable then the sale to, and removal of the building from the site by, a private
4. operator or individual will be considered.
5. If no acceptable proposals are received (from (2) or (3) above) the building will be demolished and the site
6. remediated by Council.
7. Short term use by incorporated community groups will only be considered if there is a reasonable time lag
8. between Council accepting a proposal arising from (2) or (3) and physical relocation of the building.
9. If (4) above applies then there will be no temporary use of the building (5).

NOTE: the questions below have been tailored to the different requirements for Options 1, 2 and 3.  
Please respond

to the questions appropriate to your EOI.

### Option 1. Incorporated Community Groups (to relocate and reuse the building as a community facility)

Please provide / confirm:

Trading Name	Smith Street Gardens
Details of how your organisation plans to physically decommission, remove, relocate and recommission the building	<p>We have requested quotes from Laings Properties Ltd and King House Removals for costings on transporting the building.</p> <p>AECOM have offered to do the geotechnical assessment pro bono and also support around any consents in kind.</p> <p>We have builder contact (friend of the gardens) who has outlined the stages required for the installing the building onto its new site and remove the concrete at its current site and return it to grass. All stages have been quote for my Laings Properties Ltd except the installation of services.</p> <p>We have sent a request for work to a plumber and electrician to install and connect to services at Smith Street once it has been moved.</p>
Where the building is being relocated to	Smith Street Gardens, 180 Smith Street, Woolston 8062
Brief details of your anticipated timeline for removing, relocating and commissioning the relocated building for occupation and use	<ul style="list-style-type: none"> <li>• Connecting of services April</li> <li>• Installation of foundations late April</li> <li>• Removal of building early May</li> <li>• Site remediation early May</li> <li>• Commissioning the building for use 6-9 months from relocation</li> </ul>
If the building is to be removed and stored temporarily please confirm where and for how long	N/A
Your estimate of the cost to decommission, remove, relocated and recommission the building	<p>\$49,934 to move the building</p> <p>Additional \$20,000-50,000 will be needed to recommission the building including:</p> <ul style="list-style-type: none"> <li>- New Switch board</li> <li>- Installation suitable ablutions</li> <li>- Ramps/ disability access ramps</li> </ul> <p>Time frame to complete this work, with support of pro bono assistance from qualified trades</p>
Proposed use /activation of the building.	The building would serve as a community centre to the wider public as well as the community who participate in the garden.
Income from users	

Annual /longer term building maintenance and OPEX costs (i.e power, cleaning, repairs, maintenance etc.)	\$5,000 p.a
Public Liability Insurance (amount and provider)	Cover provided by Marsh for \$2million
Estimated Building / Contents / other insurances – amount and provider	We would be seeking in kind contribution for all building consents. Estimated cost of building consent \$20,000
Provide evidence of your financial capability / resources to fund the following, at no cost to Council: <ul style="list-style-type: none"> <li>- Remove the building from the current site.</li> <li>- Storage of the building</li> <li>- Establish / commission / activate the building on the new site</li> <li>- Fund any land purchase / lease costs.</li> <li>- Fund ongoing insurances, annual and longer term maintenance and OPEX costs.</li> </ul>	<p>AECOM have offered to do the geotechnical assessment pro bono and also support around any consents in kind. AECOM have offered to partner with Smith Street Community Farm Trust on an on going basis and are open to providing additional assistance. With this project and others in the future.</p> <p>Additional facilities funding is being sought through Lotteries and Rata.</p>
Who are the key personnel that will be managing the use of the relocated premises?	Site Manager: Georgina Stanley
Brief details of the proposed community use of the building, the outreach services and activities to be provided, likely groups / users of the building and shared community use.	<p>We envisage the building being used to host additional activities and groups (like our <i>Seedling Club</i>) to add to the service and programs we offer. We propose the space would also be used as an educational centre, for community to come and learn through workshops and activities, clubs and interest groups hosted at Smith Street.</p> <p>Harry Baitz – from the BHU is working with Wahine Māori, supporting food sovereignty in their home gardens. Harry has expressed interest in having a base at Smith Street if there is a suitable building to host.</p> <p>Woolston Development Project utilise Smith Street for holiday programs in the summer and would make more use of the space in the winter months if there was a suitable building.</p> <p>Due to the historical nature of the building, we do not want to breach the integrity of the hall space. Other than install infrastructure for ablutions and bringing the access up to building code. We would like to show case the historic nature of the building whilst modernising the amenities.</p> <p>Expected number of people to benefit: 350 initially. We anticipate that to build as more of the community start to access and use the building.</p>

Describe how your organisation will contribute to the Council's Strengthening Communities Strategy	Alignment to Te Whitingia Te Haumako - Strengthening Communities Together Strategy
Te Tāngata	<p>Objective 1.1 Develop and enhance relationships with tangata whenua via mana whenua and Te Hononga</p> <p>Objective 1.3 Continue to build on relationships and achievements developed with multi-ethnic and multi-cultural communities.</p> <p>We currently have 28 plot holders. We offer small to medium parcels of land to encourage food resilience within a culturally diverse community. Those who apply for a plot, can enjoy access to the site 7 days a week to tend to their gardens.</p> <p>Our plot holders currently include a kaupapa Māori group who grow organic food according to tikanga Māori. We also have a plot for an Afghan group who grow culturally specific vegetables so they can make traditional Afghani meals at home. Being able to grow, harvest and then prepare food from their own country, helps to connect with their own culture whilst developing a sense of belonging in Ōtautahi.</p> <p>Objective 1.5 Support groups involved in providing access to arts, culture, heritage and those who care for the environment.</p> <p>We are advocates for organic and sustainable growing. Plot holders are only permitted to use the organic compost we provide to ensure no contaminants are inadvertently disseminated into the whenua.</p> <p>We have spent a considerable amount of time and resources locating, removing and disposing of all the unsustainable materials previously used and our policy is to not allow anything on site which may negate the integrity of our farming practices and our mission.</p> <p>Gardens are historically high users of water, however the Smith Street Gardens are a water catchment for the adjacent car park and excessive watering causes problems such as reduction in yield, soil acidity and waterlogging. The gardens cease watering completely in April to mitigate this issue and resumes in September. We have also increased the soil's organic matter allowing for increased water holding capacity to help with waterlogging issues.</p> <p>We mulch withy compost and arborist mulch (waste reduction) to reduce the need for watering across the majority of the garden.</p> <p>All organic matter from garden and tree pruning is kept on site and recycled into the system. No carbon leaves site.</p> <p>Objective 1.6 Facilitate and promote lifelong learning opportunities for all.</p>

	<p>Smith Street is a campus for Land Based Training, Christchurch. We deliver Level 4 Horticultural Sustainable Primary Production, which supports lifelong learning. We host Woolston Development Projects holiday program every summer spring holiday. We would like to be able to extend this outreach and create a stronger connection for our local Tamariki to the gardens.</p> <p>Saturdays 10am - 2pm we run the <i>Seedlings Club</i>. This allows the public and other community groups to access the community nursery to learn how to grow from seed, transplant seedlings, fruit bushes and trees.</p> <p>Objective 1.7 Work with other to reduce loneliness and social isolation.</p> <p>We have 120 plot holders, 45 community corrections workers and 30 core volunteers. The gardens provide opportunity to people to tend to their plots, volunteer in the community farm and provide a community service in a friendly and supportive environment. We have some high needs and vulnerable volunteers who have the opportunity to connect with other people and give back to the community, reducing social isolation and helping to build social capital.</p> <p>If we were successful in obtaining the Toy Library building it would support this objective further by providing a warm and comfortable place for our volunteers to relax, enjoy a cuppa, share kai and socialise out of the elements. We also envisage the space as a place from which to run additional programs like the <i>Seedling Club</i> where people can come along, meet others with a similar interest and create connections.</p>
Te Whenua	<p>Objective 2.3 Support the community activation and kaitiakitanga of public places and spaces.</p> <p>We are encouraging the development of community spaces. We have started a foraging pathway which wraps around the entire site. We have also created a pick you own space bordered by a small orchard of 16 peach trees.</p> <p>We plan to install a new fence around the site to replace the high wire fence which is not only an eye saw but creates a barrier to interaction with the garden from the South side. With the proposed new fencing which may incorporate some seating and the inclusion of a proposed pedestrian entrance, we envisage more community being able to interact with the garden.</p>
Te Mahi	<p>Objective 3.4 Increase volunteering opportunities across Council and the wider community.</p> <p>We currently have 30 core volunteers who regularly tend to the community gardens and looks after the chickens and geese. With the</p>

	addition of the Toy Library building, we expect that the number of volunteers and participants increases as we are able to provide additional activities and learning opportunities.
Te Takatū	<p>Objective 4.1 Work with communities to prepare for and respond to emergencies and also increase climate resilience and adaptation action.</p> <p>As we experience more extreme weather events which cause issues to the supply and availability of food across Aotearoa, it is becoming increasingly important that local food resilience is strengthened. Through teaching sustainable growing practises, supporting people to grow kīa through our plot holder's system and being able to grow a substantial amount of produce to sell locally we are able to provide affordable locally grown food to the community. Supporting people to grow their own food is also decreasing the reliance on international corporations and offset the increasing cost of living helping community to become more resilient.</p> <p>Objective 4.3 Support neighbourhood and city-wide initiatives aimed at increasing a sense of neighbourliness.</p> <p>Through offering a place where people can learn, give, meet others and connect we are generating a sense of belonging, pride and self-worth. The essence of Smith Street is in providing a thriving urban garden where people can come together to grow, learn and share their knowledge and skills creating a network of local people who work together for a common goal.</p>
Would you provide a personal guarantee or security deposit if required?	Yes, definitely could provide a personal guarantee.
Provide a list of any significant risks and/or hazards that your proposed use of the premises may encounter, and of your proposed actions to eliminate (at best) or mitigate (manage) them.	No significant risks have been identified.

## Part D: Response to the Council's requirements

NOTE: the questions below have been tailored to the different requirements for Options 1, 2 and 3.  
Please respond to the questions appropriate to your EOI.

### Option 1. Incorporated Community Groups

Question	Respondents response
<p><b>Past experience:</b> please provide examples of your past experience to prove relevant experience of the delivery of the proposed use of the property i.e. management of public / community facilities.</p> <p>Each example should include the following:</p> <ul style="list-style-type: none"> <li>- Location of the owned / leased premises.</li> <li>- Ownership or Lease details</li> <li>- Details on what activities were / are undertaken</li> </ul>	<p>Site Manager has had 20 years experience in sustainable site management, over 3 years at the Smith Street site where the Trust is currently based.</p> <p>Farm managed Hohepa Sabys and Trices Road (37 acres) for 3 years 2007 to 2009.</p> <p>Leased and managed a 1 acre small organics market garden in Tai Tapu from 2006-2007.</p> <p>Eddie Hayes (Trustee) over 10 years' experience in managing facilities and projects. As the manager of Sumner Bay Union Trust Eddie helped to activate and manage the community spaces at Matuku Takotako Sumner Centre working with CCC Libraries team based there along with other community groups like Sumner Community Residents Association to maximise its use.</p> <p>Eddie was then appointed the role of Manager at Woolston Development Project and has since then been instrumental in modernising the processes and systems for management of staff, accounts and administration in addition to managing the community facility and recruiting and managing the staff and overseeing the programs and services WDP offer.</p>
<p><b>References:</b> for each of the examples above please provide the following information:</p> <ul style="list-style-type: none"> <li>- Nominated referee (client/customer) whom the Council can contact, including their email address and phone number.</li> <li>- Experience managing health, safety, and environmental activity in your business.</li> </ul>	<p>Penny Platt Chair of the <i>Biological Husbandry Unit Trust</i> Owner of <i>Untamed Earth</i> – organic market garden [REDACTED]</p> <p>Sarah Mankelow <i>Red Zone Community Partnerships</i> [REDACTED]</p>

	<p>Rachel Vogan Canterbury Community Garden Capacity Builder [REDACTED]</p>
<p><b>Financial position:</b> please provide a brief description of your current financial status and attach your most recent audited / verified accounts - to include the following for the last two years:</p> <ul style="list-style-type: none"> <li>- Total Income and Expenditure.</li> <li>- Council funding received (amount, purpose and attach returned accountability forms).</li> <li>- Non-Council funding received (amount, purpose and attach accountability forms).</li> </ul> <p><i>(If this information is not available, the Council will accept a letter (from a bank or chartered accountant) confirming the status of the respondent's financial performance and position).</i></p> <p><b>Supporting Information</b> You may wish to provide the following in support of your application:</p> <ul style="list-style-type: none"> <li>- Letters of support / references illustrating the value of your service to the community.</li> <li>- Copy of long term business plan or strategic plan.</li> </ul>	<p>As we have only been operating as a separate Trust since December 2022, we don't have 2 years' worth of accounts.</p> <p>Prior to establishing the Trust we were held under the umbrella of Woolston Development Project who served as kaitiaki for our accounts and funding.</p> <p>Council funding received: \$12,000 received from the Waitai Coastal-Burwood-Linwood Community Board's Strengthening Communities Funding 2023-24.</p> <p>Non-Council funding received: \$4,000 - COGS \$35,000 - Funding for Change \$30,000 - Lotteries \$2,000 - Orion</p> <p>Profit and loss document is included as an attachment to this application.</p> <p>\$2,070 revenue generated from plot holder fees \$501 from seedlings sales \$4,480 from Vege Share sales</p> <p>Letter of support attached</p>
<p><b>Health and Safety:</b> Please describe your approach to health and safety. Please include details of the following;</p> <ul style="list-style-type: none"> <li>- Training (past and ongoing) provided to key personnel.</li> <li>- Any improvement, prohibition or infringement notices, fines and/or prosecutions received in the last 5 years.</li> <li>- Any serious harm accidents in the last five years.</li> </ul> <p>Please attach a copy of your current Health and Safety Policy.</p>	<p>We have engaged the services of Bright safe who have assessed the site, activities on site and the services we offer for risk.</p> <p>Copy of our Health and Safety Plan is attached with this application.</p> <p>We have incident forms and a Health and Safety register on site which is completed following any incidents.</p> <p>All volunteers and visitors are fully inducted to the site and garden tools during staffed hours.</p>

	<p>Volunteers and plot holders have access to on-going training through regular working bees and receive expert advice from site manager. Site manager is available to support volunteers developing their skills and is available to respond to any questions during staffed hours.</p> <p>Only minor incidents have occurred during three years on site. Appropriate forms were completed.</p>
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## 12. Plan Change 14 Staging of Decision

Reference Te Tohutoro: 24/543704

Responsible Officer(s) Te Pou Matua: Mark Stevenson, Manager Planning

Accountable ELT Member Pouwhakarae: Jane Parfitt, General Manager City Infrastructure

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

- 1.1 The purpose of this report is to seek a Council resolution about what parts of Plan Change 14 (PC14) Council intends to decide on in September, and what parts it intends to delay deciding on until 2025.
- 1.2 The Council requested the Minister for the Environment to allow the Council to pause hearings on PC14 on 8 December 2023. Hon Chris Bishop, Minister for Resource Management Reform and Housing, in his response to Council, directed that decisions be made on those aspects of Plan Change 14 that implement the National Policy Statement on Urban Development (NPS-UD) by 12 September 2024. Decisions on those aspects that do not implement policies 3 and 4 of the NPS-UD are not required until December 2025. A Council resolution now about whether, and how, the Council intends to split its decision-making in September will enable the Council to request the Independent Hearings Panel (IHP) to issue its recommendations in a way that helps the Council to split its decision making.

### 2. Officer Recommendations Ngā Tūtohu

That the Council:

1. Receive the information in the Plan Change 14 Staging of Decision Report.
2. Note that the decision in this report is assessed as Medium significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Agree that its decision by 12 September 2024 on the IHP's recommendations on PC14 will be confined to (option 1 in this report):
  - a. Those parts of Plan Change 14 that implement policies 3 and 4 of the NPS-UD, including the rezoning of land in Sydenham to Mixed-use, and
  - b. Related provisions, including objectives, policies, rules, standards, and zones within policy 3 and 4 areas; and
  - c. Financial contributions for tree canopy cover across all relevant zones (including beyond NPS-UD areas).

### 3. Executive Summary Te Whakarāpopoto Matua

- 3.1 The Council is required to make decisions on those aspects of proposed Plan Change 14 (Housing and Business Choice) that implement the National Policy Statement on Urban Development (NPS-UD) by 12 September 2024. Beyond this, Council has until December 2025 to make decisions on the remainder of PC14.

- 3.2 Hearings resumed on Monday 15 April 2024 and ended on 24 April 2024 with the Council's Right of Reply to be filed by 10 May 2024. The IHP intends to deliver a report with its recommendations to Council in July.
- 3.3 The Council's decision-making process after it receives the IHP's recommendation report will be more efficient and have reduced risks if the IHP structures its recommendations in a way that corresponds to the Council's intended split in its decision-making. A Council resolution now about whether and how it intends to split that decision making will enable the Council's Right of Reply to explain that intended to the IHP, so that the IHP can consider whether they want to structure their recommendations in a manner that assists the process.
- 3.4 Council staff do not know whether the IHP will be able to facilitate the Council's decision-making process in that way. The IHP have issued a Minute in which they noted the challenges they face in separating their recommendations on the parts of the plan change that implement the NPS-UD from those parts that implement MDRS <sup>1</sup>; however, it is still appropriate that the Council ask the IHP to do that if they can. In order to request the IHP to do that, Council needs to indicate the manner in which it intends to split its decision-making.
- 3.5 This report describes several options for whether and how the Council could split its decision making in September. It recommends an option in which the Council's September decision is to implement:
  - (a) Policies 3 and 4 of the NPS-UD including the rezoning of land in Sydenham to Mixed-use; and
  - (b) The MDRS solely within the NPS-UD Policy 3 and Policy 4 areas; and
  - (c) Related provisions, including objectives, policies, rules, standards, and zones, that support or are consequential on implementing policies 3 and 4 of the NPS-UD within policy 3 and 4 areas; and
  - (d) Financial contributions for tree canopy cover across all relevant zones (including beyond NPS-UD areas).

#### 4. Background/Context Te Horopaki

- 4.1 Plan Change 14 is the Council's response to national direction in the National Policy Statement on Urban Development (NPS-UD) and the Resource Management (Enabling Housing Supply and Other Matters) Amendment Act 2021 (RM Amendment Act), by enabling intensification in and around commercial areas and permitting development in accordance with Medium Density Residential Standards (MDRS) in the District Plan except where a qualifying matter necessitates limiting that development.
- 4.2 In the Coalition Agreement, it was indicated that the government intends to make the MDRS optional for councils and thereafter, the Council resolved on 6 December 2023 to request the Minister to issue a gazette notice to enable a pause to the hearings and for an extension to the date for the Council to make a decision on the recommendations of the Independent Hearings Panel.
- 4.3 Hon Chris Bishop, Minister for Housing and RM Reform, responded to the Council in two letters on 29 February 2024 and 26 March 2024. The Minister directed the Council to make decisions on implementation of the National Policy Statement on Urban Development by September 2024 and that for those parts of the plan change not subject to policies 3 and 4

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<sup>1</sup> Paragraph 9 of Minute 34 from the Independent Hearings Panel - IHP-Minute-34-Directions-on-resumption-of-Hearings-and-Right-of-Reply-8-March-2024.pdf

of the NPS-UD, the Council does not have to issues decisions until December 2025. Minister Bishop advised in his letter of 29 February 2024 -

*"I do not support a further extension of time for the council to complete the [National Policy Statement on Urban Development 2020 (NPS-UD)] aspects of PC14. As such, these aspects should be completed by the current deadline of 12 September 2024."*

- 4.4 The subsequent letter of 26 March noted that *"I (Minister Bishop) consider this extension request will still maintain an expeditious planning process, by the Resource Management Act, particularly in light of the additional development capacity that will be introduced this year through the implementation of the NPS-UD parts of Plan Change 14"*.
- 4.5 After receipt of the first letter, the IHP signalled its intentions, subject to any further Ministerial directions and views of the Council or submitters, to issue a recommendations report on the whole of PC14. The IHP expressed concern that:
- "there may be both legal and practical difficulties in being able to extract matters that are solely related to the MDRS and those matters solely related to the implementation of the NPS-UD given the Plan Change and much of the evidence and submissions address the issues as an integrated package"* (Paragraph 9, Minute 34).
- 4.6 At paragraph [10] of Minute 34, the IHP advised, however, that in making its recommendations it *"would still endeavour, wherever possible, to identify matters that are solely related to the implementation of the MDRS to assist the Council with its decision-making"*.
- 4.7 Council wants to present its proposed split in provisions to the IHP in the Council's right of reply after the hearing in a way that shows the IHP the manner in which the Council would be splitting its decision-making process in September. A Council resolution now will provide the basis for that.
- 4.8 Policy 3 of the NPS-UD (as amended by the Amendment Act) directs the enablement of building heights and density that are differentiated according to a hierarchy of commercial centre zonings, or proximity to those centres. Plan Change 14 therefore proposes the following:
- (a) in city centre zones, building heights and density of urban form to realise as much development capacity as possible, to maximise benefits of intensification; and
  - (b) building heights of at least 6 storeys within at least a walkable catchment of (relevantly) the edge of city centre zones; and
  - (c) within and adjacent to neighbourhood centre zones, local centre zones, and town centre zones (or equivalent), building heights and density of urban form commensurate with the level of commercial activities and community services.
- 4.9 Policy 4 allows those requirements to be modified to reflect a qualifying matter, being those circumstances where the level of intensification directed by Policy 3 is inappropriate and allows for heights and densities to be reduced only to the extent necessary. Examples include coastal hazards and heritage.
- 4.10 In implementing policies 3 and 4 of the NPS-UD, the Council has proposed greater height limits in and around the Central City and suburban centres with walkable distances used to inform the extent of areas enabled for higher densities. These are best expressed as catchments around each centre. Beyond the 'catchments', the application of MDRS zones areas as Medium Density Residential, enabling 3 houses per site up to 3 storeys, amongst other provisions.

- 4.11 On the basis that the catchments are the extent of the areas to implement the NPS-UD, decisions on these areas could be made by September 2024 to satisfy the Minister's expectations.
- 4.12 MDRS applies as a baseline within the catchments i.e. the starting point has been 3 storeys within a walkable distance of centres. Despite the indication that MDRS will become optional, there is not time for the IHP or the Council to remove the baseline of MDRS by September 2024.
- 4.13 Accordingly, the sole option for the Council is to apply MDRS within the NPS-UD areas when the Council makes its decisions on the IHP recommendations in September 2024. It is beyond these areas that it can defer decisions until December 2025 or earlier, subject to legislative change. Once the MDRS is optional, Council may have the ability to start another plan change to review the MDRS as a baseline in the NPS-UD areas.
- 4.14 Beyond implementing policies 3 and 4 of the NPS-UD and MDRS, section 80E provides discretion for Council to also include the following in its plan change –
- (i) *Provisions relating to financial contributions ...*
  - (ii) *Provisions to enable papakāinga housing in the district*
  - (iii) *related provisions, including objectives, policies, rules, standards, and zones, that support or are consequential on—*
    - (A) *the MDRS; or*
    - (B) *policies 3, 4, and 5 of the NPS-UD, as applicable.*
- 4.15 "Related provisions" in sub-clause (2) includes (amongst others) district-wide matters; earthworks; fencing; infrastructure; qualifying matters identified in accordance with section 77I or 77O; storm water management (including permeability and hydraulic neutrality), and subdivision of land.
- 4.16 To summarise, Council had discretion to include additional matters in Plan Change 14, the most notable examples being:
- financial contributions for tree canopy cover
  - amendments to policies and rules beyond MDRS and to implement policy 3. This includes changes to policies and rules in the earthworks and transport chapters.
- 4.17 The following related information session has taken place for the members of the meeting:

Date	Subject
9 April 2024	Information Session on Plan Change 14 process/ next steps <a href="https://christchurch.infocouncil.biz/Open/2024/04/ISCC_20240409_AGN_10031.PDF">https://christchurch.infocouncil.biz/Open/2024/04/ISCC_20240409_AGN_10031.PDF</a>

### Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.18 The following reasonably practicable options for whether, and if so how, the Council splits its decision making on PC14 in September 2024 have been considered and are assessed in this report.
- **Option 1: NPS-UD implementation and related matters (NPS areas only) and Financial Contributions (City-wide)** - Decisions on those parts of Plan Change 14 that:
    - Implement policies 3 and 4 of the NPS-UD (including MDRS as a baseline in policy 3 areas and the rezoning of Sydenham to Mixed-use);

- related provisions in areas that implement policies 3 and 4; and
- financial contributions across all relevant zones (including beyond NPS-UD areas).
- **Option 2: NPS-UD implementation, related matters and Financial Contributions (NPS-UD areas only)** - Decisions on those parts of Plan Change 14 as per option 1 but limiting the scope of financial contributions for tree canopy and related provisions to NPS-UD areas.
- **Option 3: NPS-UD implementation, related matters only** - Decisions on only those aspects that implement policies 3 and 4 of the NPS-UD and related provisions.
- **Option 4: Whole of Plan Change 14** - Decisions by council on the whole of plan change 14.

4.19 The following options were considered but ruled out:

- **No decision** - The Council signal that it will not make decisions on any aspect of Plan Change 14 by September 2024. This would breach the Council's legal obligation to make decisions by 12 September 2024.

### Options Descriptions Ngā Kōwhiringa

4.20 **Preferred Option: NPS-UD implementation and related matters (NPS areas only) and Financial Contributions (City-wide), not implementing the MDRS outside of the NPS-UD areas (Option 1).**

(A) **Option Description:**

Those aspects that implement policies 3 and 4 of the NPS-UD. This includes (but is not limited to) rezoning of land within a walkable distance of the City Centre zone to mixed use to implement Policy 3 of the NPS-UD while achieving broader outcomes defined in Policy 1 of the NPS-UD (rezoning of Sydenham to Mixed-use);

Related provisions, including objectives, policies, rules, standards, and zones, that support or are consequential on implementing policies 3 and 4 of the NPS-UD and including MDRS within policy 3 areas; and

Financial contributions for tree canopy cover for all relevant zones as per Plan Change 14.

(B) **Option Advantages**

- Addresses Minister's expectations for Council to implement the NPS-UD
- This option enables a later decision on those parts of the plan change outside areas defined to implement policies 3 and 4 of the NPS-UD. In doing so, it enables consideration of changes to legislation to make MDRS optional before Council makes decisions on affected areas.
- The option enables more time to consider the appropriate provision made for intensification beyond areas that implement policies 3 and 4 of the NPS-UD. This is on the assumption that MDRS is made optional.

(C) **Option Disadvantages**

- The splitting of Plan Change 14 does not enable consideration of the outcomes for those areas that implement policies 3 and 4 of the NPS-UD without MDRS beyond this i.e. it is not an integrated approach and may give rise to adverse effects at the interface between policy 3 areas and the adjoining environment in the intervening period before there is a response for non-Policy 3 area.
- Depending on how the IHP structures its recommendations to the Council, the Council's decision making may need to resolve ambiguity as to the areas that recommendations relate to, being in part those areas that implement policies 3 and

4 of the NPS-UD i.e. in and around centres while also introducing city-wide provisions i.e. Financial contributions for tree canopy cover.

- This option may not satisfy concerns of submitters about the implications of use of the MDRS as a baseline within areas that implement policies 3 and 4 of the NPS-UD.
- This option will further delay a Plan response for those areas outside of Policy 3 areas, potentially delaying or ending prospective development opportunities.

4.21 **Option 2: NPS-UD implementation, related matters and Financial Contributions (NPS-UD areas only)**

- (A) **Option Description:** Same as Option 1 with provisions on financial contributions for tree canopy cover limited to those areas that implement policies 3 and 4 of the NPS-UD.
- (B) **Option Advantages**
- Refer to Option 1
  - In geographic terms, the plan change would be focussed on only those areas defined to implement policies 3 and 4 of the NPS-UD including the rezoning of Sydenham.
- (C) **Option Disadvantages**
- Refer to Option 1
  - It does not provide for retention of tree canopy cover in suburban areas beyond NPS-UD areas or payment of financial contributions towards tree canopy until a future date. In the interim period, it may give rise to the loss of tree canopy cover.
  - There is also the risk that the Council lose the ability to introduce financial contributions and/or any reduced rights of appeal are removed through forthcoming changes to the RMA.

4.22 **Option 3: NPS-UD implementation, related matters only:**

- (A) **Option Description:** This option is more narrowly defined than options 1 and 2 and proposes that Council's September decision on the IHP recommendations is solely made on those aspects of Plan Change 14 that implement policies 3 and 4 of the NPS-UD and related matters.
- (B) **Option Advantages**
- Addresses Minister's expectations for Council to implement the NPS-UD
  - This option enables a later decision on those parts of the plan change outside areas defined to implement policies 3 and 4 of the NPS-UD. In doing so, it enables consideration of changes made to legislation to make MDRS optional before Council makes decisions on affected areas.
  - The option enables more time to consider the appropriate provision made for intensification beyond areas that implement policies 3 and 4 of the NPS-UD. This is on the assumption that MDRS is made optional.
- (C) **Option Disadvantages**
- The splitting of Plan Change 14 does not enable consideration of the outcomes for those areas that implement policies 3 and 4 of the NPS-UD without MDRS beyond this i.e. it is not an integrated approach and may give rise to adverse effects at the interface between policy 3 areas and the adjoining environment.

- This option may not satisfy concerns of submitters about the implications of use of the MDRS as a baseline within areas that implement policies 3 and 4 of the NPS-UD.

4.23 **Option 4: Whole of Plan Change 14**

(A) **Option Description:** Council's September 2024 decision on the IHP recommendations is on all of Plan Change 14 without any splitting of the decision-making.

(B) **Option Advantages**

- Addresses Minister's expectations for Council to implement the NPS-UD.
- Recognition of the challenges in splitting the decision, having regard to the integrated nature of the plan change in implementing the NPS-UD and MDRS.
- Most efficient approach in the timeframes to enable decisions by 12 September 2024.
- The plan change remains as an integrated package, recognising the relationship between the different aspects e.g. interface between NPS-UD areas and the surrounding environment, zoned Medium Density.
- It would benefit from the advantages associated with use of a streamlined planning process introduced with MDRS i.e. reduced appeal rights.

(C) **Option Disadvantages**

- Council would be making MDRS operative outside NPS-UD areas prior to legislative changes that make MDRS optional and changes proposed to the NPS-UD. As a consequence, there could be inefficiencies if Council wants to amend the District Plan to undo aspects of Plan Change 14.
- The outcomes for Ōtautahi Christchurch defined by Plan Change 14 may not be what is sought by Council and its communities.
- Any future plan change to remove development rights established under this option could be a lengthy process with significant costs, for example, appeals of any decisions.

**Analysis Criteria Ngā Paearu Wetekina**

4.24 The evaluation of the options above has regard to the following criteria -

- (A) Practicalities – The extent to which the option can be implemented, for example the extent to which plan change 14 can be split to only consider matters that implement the NPS-UD.
- (B) Efficiencies – The efficiencies achieved in delivering each of the options, having regard to the benefits and costs.
- (C) Effectiveness – The effectiveness of the option and whether it will provide an integrated package that manages effects particularly at the interface between areas that implement policies 3 and 4 of the NPS-UD and other areas.
- (D) Outcomes – The extent to which the outcomes achieved are appropriate.

## 5. Financial Implications Ngā Hīraunga Rauemi

### Capex/Opex Ngā Utu Whakahaere

	Recommended Option NPS-UD + City-wide FCs	Option 2 NPS-UD + FCs ltd to NPS-UD areas	Option 3 NPS-UD areas only	Option 4 All of Plan Change 14
Cost to Implement	Decision potentially reduces costs before Council's decision in September in enabling staged decision-making.			Reduced costs in not necessitating the splitting of recommendations
Maintenance/Ongoing Costs	Nil	Nil	Nil	Nil
Funding Source	Within existing budget for Planning	Within existing budget for Planning	Within existing budget for Planning	Within existing budget for Planning
Funding Availability	Funded in LTP	Funded in LTP	Funded in LTP	Funded in LTP
Impact on Rates	No additional impact beyond LTP	No additional impact beyond LTP	No additional impact beyond LTP	No additional impact beyond LTP

## 6. Considerations Ngā Whai Whakaaro

### Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 One of the purposes of this report is to reduce the risk of costs, delays and inefficiencies following receipt of the IHP recommendations in converting them to enable staged decision-making by Council in September 2024 on the recommendations. The resolutions sought in this report are intended to help alleviate that risk, by enabling the IHP to structure its recommendations in a manner that helps reduce those risks, delays and inefficiencies.
- 6.2 However, the IHP are independent of Council and will make their own decision about whether and how they frame and partition their recommendations. If the IHP's recommendations are not structured in a manner that facilitates the Council's intended split of decision making in September, Council staff and consultants will be under significant time pressures to present recommendations to Council in a suitable way before the deadline of 12 September 2024.

### Legal Considerations Ngā Hīraunga ā-Ture

- 6.3 Statutory and/or delegated authority to undertake proposals in the report:
  - (A) The Minister for Resource Management Reform and Housing has directed that the Council is to decide on only part of PC14 by 12 September 2024 and decide on the balance of PC14 by December 2025.
  - (B) Central government's indications are that it will be changing the RMA to make implementing the MDRS optional later in 2024. The Council's 2025 decisions on the balance of PC14 would be in that context.
- 6.4 Other Legal Implications:
  - (A) Other legal considerations are described throughout this report.

### Strategy and Policy Considerations Te Whai Kaupapa here

- 6.5 The required decision:
  - (A) Aligns with the [Christchurch City Council's Strategic Framework](#).

- (B) Is of medium significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the nature of the decision that is setting the parameters for Council's position to the IHP. It is of a high level of interest to stakeholders and the public and will influence the timing of decisions on urban form outcomes for Ōtautahi Christchurch.
  - (C) Is consistent with Council's Plans and Policies.
- 6.6 This report supports the [Council's Long Term Plan \(2021 - 2031\)](#):
- 6.7 Strategic Planning and Policy
- (A) Activity: Strategic Planning, Future Development and Regeneration
    - Level of Service: 9.5.1.1 Guidance on where and how the city grows through the District Plan. - Maintain operative District Plan, including monitoring outcomes to inform changes, and giving effect to national and regional policy statements

### Community Impacts and Views Ngā Mariu ā-Hāpori

- 6.8 The decisions in this report are of significant interest to the community. While the outcome of the IHP's recommendation and Council's decision will impact the communities affected, this report is about the matters that Council wishes to make decisions on by 12 September 2024.
- 6.9 The decision affects all of the Community Board areas. The views of the Community Boards are expressed in their submissions and verbal presentation to the Independent Hearings Panel on Plan Change 14.

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

- 6.10 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.
- 6.11 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.

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

- 6.12 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.
- 6.13 The decision in this report is unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions as it is a decision about process, not about the content of the District Plan.

## 7. Next Steps Ngā Mahinga ā-muri

- 7.1 The Council will file its Right of Reply by the 10<sup>th</sup> May 2024, which will be informed by Council's decision on this report. Thereafter, the IHP will prepare their recommendations, which are anticipated to be received by Council by 19<sup>th</sup> July. Thereafter, an Information Session is proposed and report to Council for a decision on Plan Change 14.

Attachments Ngā Tāpirihanga

There are no attachments to this report.

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Authors	Mark Stevenson - Acting Head of Planning & Consents Brent Pizzey - Senior Legal Counsel
Approved By	Jane Parfitt - General Manager City Infrastructure

## 13. Gloucester Street (Manchester to Colombo): Completion of Trial Period

Reference Te Tohutoro: 24/472605

Responsible Officer(s) Te Jacob Bradbury, Manager Planning & Delivery Transport

Pou Matua: Lauren Boyce, Project Manager

Accountable ELT

Member Pouwhakarae: Jane Parfitt, General Manager City Infrastructure

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

- 1.1 The purpose of this report is for the Council to decide on the future of the Gloucester Street trial between Manchester and Colombo Streets.
- 1.2 The report is created by staff.
- 1.3 The current resolution relating to the trial on Gloucester Street states that it must finish by 30 June 2024.

### 2. Officer Recommendations Ngā Tūtohu

That the Council:

1. Receive the information in the Gloucester Street (Manchester to Colombo): Completion of Trial Period Report.
2. Agree to retain the Gloucester Street (Manchester to Colombo) trial layout until 31 October 2024, to allow time for a Hearings Panel to review feedback from the trial and make a recommendation to Council regarding its long-term future.
3. Note that the decision in this report is assessed as medium significance based on the Christchurch City Council's Significance and Engagement Policy.

### 3. Executive Summary Te Whakarāpopoto Matua

- 3.1 The Gloucester Street Shared Space trial has been carried out under the New Zealand Transport Agency's (NZTA) "Streets for People" (SfP) programme, which covers 90% of the costs. However, the Streets for People funding window closes at the end of June 2024.
- 3.2 Monitoring and evaluation work carried out during the formal trial period, which finished on 18 March 2024, is currently being processed and analysed. Staff will be preparing reports with the results of both the public feedback and technical traffic data which will be made available to the Hearings Panel for its consideration when convened later this year.
- 3.3 Staff have been advised that a Hearing will likely not be possible until August 2024, therefore it is unlikely that a recommendation to the Council on the long-term future of the street could be made before October 2024.
- 3.4 With NZTA's Streets for People funding window closing at the end of June 2024, a decision needs to be made on the future of the trial layout beyond June 2024.
- 3.5 Council staff have considered a range of options for Gloucester Street and have recommended that the trial layout remain in place beyond June 2024, while the decision-making process is

taking place, until a final decision is made on whether to revert Gloucester Street to its original layout or retain the trial layout.

## 4. Background/Context Te Horopaki

### Background

- 4.1 The current Gloucester Street project aims to trial a shared street to create a more people-focused environment.
  - 4.1.1 The work is 90% funded through NZ Transport Agency Waka Kotahi's (NZTA) Streets for People (SfP) programme. This programme does not have funding after June 2024, so any work after this date would be a Council liability.
  - 4.1.2 The street was selected due to its strategic location as a link between many attractions and key locations within the Central City. The Christchurch Central Recovery Plan assumed this road had a key function as a vehicular access to two car parks, however, due to changes in development patterns the street will not fulfill this role.
  - 4.1.3 After a decision by Council on 6 September 2023, the trial layout was installed in December 2023.
  - 4.1.4 The formal trial period finished on 18 March 2024.
  - 4.1.5 However, the decision included a clause to "*Authorise the trial up until June 2024*", so the trial layout will remain until the end of the financial year.
- 4.2 In the lead up to, and throughout the trial, this project has been high-profile and polarising. A number of media stories have run, with Elected Members, Members of Parliament, newspaper columnists, local developers, renowned urban designers, and others expressing their views. The project has also been nominated for a placemaking award.

### Trial and Feedback

- 4.3 During the trial period, various issues were observed by staff or reported to Council. A number of changes were made to mitigate these effects while retaining the underlying purpose of the trial. These are outlined on the consultation website: [letstalk.ccc.govt.nz/Gloucester](https://letstalk.ccc.govt.nz/Gloucester)
- 4.4 Monitoring and evaluation of the street has been undertaken throughout the formal trial period. This has come in two forms:
  - 4.4.1 Community views and preferences through traditional consultation feedback; and
  - 4.4.2 Technical data: this allows staff and Elected Members to understand the changes to vehicle, pedestrian and cyclist behaviours and speeds, along with other relevant data.
- 4.5 The results of the consultation feedback and technical data will be provided to the Hearings Panel for its consideration regarding the long-term future of the street and inform its recommendation to the Council.
- 4.6 Due to the interest and potential high-level of feedback, a Hearings Panel will be required to consider feedback and advise on any decisions regarding the long-term future of the street.
  - 4.6.1 Staff have been advised that this will likely not be possible until August 2024, due to prior Councillor commitments.
  - 4.6.2 Based on an assessment of the likely time for Hearings, plus deliberations and report writing, it is therefore unlikely that a recommendation to Council could be made before October 2024.



#### Long Term Future

- 4.7 There is no project to develop a permanent change to the street in the draft 2024-2034 Long Term Plan.
- 4.8 Therefore, should the current layout be left in place, any maintenance or changes to the layout or infrastructure after June 2024 will come from operational budgets and will need to be fully funded by Council.
- 4.9 Any permanent design for the street would need to take into account current and future development on the street.
  - 4.9.1 The new Court Theatre is currently scheduled for completion in early 2025.
  - 4.9.2 Council undertook a Request for Proposals for 129 Gloucester Street, which closed in August 2023. There is currently no public information about the outcome of this. It is uncertain what the future use of this site will be, or of any specific access requirements this facility may have.
  - 4.9.3 To manage the uncertainty around surrounding developments, staff would not recommend starting any work on the permanent design until at least FY26.
  - 4.9.4 Should Council decide to fund a permanent project through a future Long Term Plan or Annual Plan - any physical works would not start until at least financial year 2026/27 or later.
- 4.10 Elected Members have received a large amount of information related to this project, explaining the rationale, design choices, and funding situation:

Date	Subject
February 2022	Briefing
April 2022	Memo
August 2022	Memo
December 2022	Community Board Briefing
February 2023	Briefing
22 August 2023	Briefing to Council
6 September 2023	Council meeting - Decision to proceed with trial
27 September 2023	Memo
26 October 2023	Community Board Briefing

## 5. Reason for Report Recommendation Ngā Take mō te Whakatau

- 5.1 The recommended option is to:
  - Continue decision making process with trial layout in place
- 5.1.2 **Option Description:** This would involve Council extending the trial until 31 October 2024. This would mean the current layout remains in place while a Hearing Panel reviews feedback from the trial and makes a recommendation to Council on the future of the street. The layout would continue to be administered under a Temporary Traffic Management Plan, with staff delegation to make minor amendments as required.
- 5.1.3 **Option Advantages**
  - Allows for review of the trial feedback and data without any perception that Council has pre-determined the outcome.
  - Retains the placemaking, pedestrian and cycling advantages of the current layout until a full review has been completed.

5.1.4 **Option Disadvantages**

- Any ongoing maintenance or alteration costs will be funded by Council (Streets for People funding will have closed).
- Misses the opportunity to add funding into the 2024-34 Long Term Plan for a permanent solution.

5.2 The recommended option has been selected by staff for the following reasons:

5.2.1 The decision removes any perception of pre-determination ahead of the Hearing Panel.

5.2.2 The placemaking elements are retained, particularly around the Theatre, so it is in line with the principles of the trial and Streets and Spaces Design Guide

5.2.3 Allows for a thorough review of the trial feedback and data.

## 6. Alternative Options Considered / Ētahi atu Kōwhiringa

6.1 **Option 2:** Continue decision making process without road markings or physical infrastructure.

6.1.1 **Option Description:** This would involve Council removing all infrastructure (such as planters, seating, speed humps, etc) to storage by end June 2024, and removing the painted road markings. The corridor will effectively return to the pre-trial layout while the Hearing Panel reviews feedback from the trial (Hearing in August 2024) and makes a recommendation to Council on whether the layout should be re-installed or not. A Council decision is anticipated to be made by 31 October 2024.

6.1.2 **Option Advantages**

- This ensures that removal of the infrastructure is covered by NZTA's Streets for People programme funding.
- There would not be an ongoing operational and maintenance cost above standard business as usual.
- Would make the street more accessible for vehicle traffic.
- Is consistent with the principles of the draft 2024/34 Long Term Plan (no Gloucester Street upgrade).

6.1.3 **Option Disadvantages**

- Council would need to find storage facilities for the street infrastructure until a decision about the future state is made. This would involve a cost to Council.
- Should Council wish to return to the trial layout, this will require a further investment in road marking and installation of all physical infrastructure.
- Does not retain any of the placemaking, pedestrian and cycling advantages of the current layout.
- Does not "promote Gloucester Street as 'a street of theatres'" in line with the Streets and Spaces Design Guide.
- NZTA have indicated they will not support an option to remove the trial layout without evidence to show the trial layout was not successful at achieving the trial objectives. As such, there is a risk that NZTA may not consent to funding the removal of the trial layout through the SfP programme.

6.2 Continue decision making process without physical infrastructure (retain road markings)

6.2.1 This option would involve Council removing all physical infrastructure (such as planters, seating, speed humps, etc) to storage by end June 2024, but retaining the painted road markings. Road markings that form part of the trial would not be entered onto Council's Asset Management register, so would not be maintained.

6.2.2 This was not considered a viable therefore it was dropped as a potential option. The reasons it was not considered viable are as follows:

- Removing the physical infrastructure means finding place to store it until a decision is made, which may come at an additional cost to Council.
- Work will be required to make Gloucester Street safe during the interim period before a decision is made, as it is currently operating under a Temporary Traffic Management Plan (TMP) with a speed restriction of 10km/h. The physical infrastructure helps narrow the street and reduce vehicle speeds through the trial area so, with no physical infrastructure, additional work will be required to make Gloucester Street safe to travel through. This will come at additional cost to Council.
- With the current TMP finishing at the end of June 2024, the interim layout will either need to be legalised through traffic resolutions OR the TMP extended. However, if the physical infrastructure is removed the existing TMP cannot be extended so a completely new TMP would need to be approved.

6.3 Stop decision making process – remove trial layout

6.3.1 This would involve Council removing and disposing of all infrastructure and road markings before the end of June 2024 and stopping the decision-making process. This was excluded as a potential option for the follow reasons:

- No opportunity to fully review and analyse the public feedback and monitoring data obtained throughout the trial, which may give the impression that Council's decision was pre-determined.
- Decision not reversible without significant cost, likely at Council expense
- Does not retain any of the placemaking, pedestrian and cycling advantages of the current layout.
- NZTA have indicated they will not support an option to remove the trial layout without evidence to show the trial layout was not successful at achieving the trial objectives. Removing the trial layout without following the decision-making process means the public feedback and monitoring data will not have been fully assessed to understand the impact of the trial. As such, there is a risk that NZTA may not consent to funding the removal of the trial layout through the SfP programme.
- NZTA approved the SfP funding based on Council indicating there were plans for a permanent project on Gloucester Street, so the trial would be used to guide the permanent design. Removing the layout completely, without evidence to justify the decision, may give NZTA the impression that no permanent project was planned – resulting in a lack of faith and trust in the relationship between NZTA and Council.
- The community has invested time and energy into the consultation process, and failing to finish the Hearings Panel process increases the risk that residents may lose confidence in the Council's decision-making processes.

6.4 Stop decision making process – retain trialled layout permanently

6.4.1 This would involve Council retaining all infrastructure (such as planters, seating, speed humps, etc) and road markings and would require staff to bring Detailed Traffic Resolutions for Council approval ahead of the end of the trial (end June 2024). This was discounted as a viable option for the follow reasons:

- No opportunity to properly review and evaluate feedback and data ahead of decision – potential for the decision to be perceived as pre-determined.
- Would retain an ongoing operational and maintenance cost above BAU.
- Does not fit with the principles of the draft Long Term Plan (no Gloucester Street upgrade)
- The community has invested time and energy into the consultation process, and failing to finish the Hearings Panel process increases the risk that residents may lose confidence in the Council’s decision-making processes.

## 7. Financial Implications Ngā Hīraunga Rauemi

### Capex/Opex Ngā Utu Whakahaere

7.1 The project is 90% funded by the NZTA Streets for People programme. The 10% Council contribution comes from transport capital improvements budgets.

7.2 The funding window for the SfP programme closes at the end of June 2024

7.2.1 All costs before this date are expected to be 90% NZTA vs 10% CCC cost share

7.2.2 All costs after this date will be funded by Council

7.3 The table below shows expected total costs up to the end of October 2024, plus the expected contribution from each party towards that cost.

7.3.1 Staff would expect a decision to be made about the future state before this date, and any report about this would include ongoing costs for each of the options considered.

		Preferred Option (Leave in place)	Option 2 (Remove in June)
Estimated cost - Before end of June 2024		\$40,000	\$224,000
Estimated cost –June 2024 – Oct 2024*		\$30,000	\$30,000
<b>Total Cost</b>		<b>\$70,000</b>	<b>\$254,000</b>
Total cost contribution	NZTA	\$36,000	\$202,000
	CCC	\$34,000	\$52,000

\*These are staff costs for Project Management, Hearings and Council decision. Ongoing maintenance costs to October are assumed to be negligible, based on recent experience and the age of the assets.

7.4 In any decision about the future state of Gloucester Street, the estimated cost for any changes to the layout are:

7.4.1 For Option 2, if the decision is made to re-install the layout it is estimated to be \$470,000.

7.4.2 For the preferred option, if the decision is made to remove the trial layout it is estimated it would cost \$215,000.

## 8. Considerations Ngā Whai Whakaaro

### Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 8.1 Retaining all infrastructure and markings to allow the data and feedback to be thoroughly analysed means that any costs beyond June 2024 will need to be fully funded by Council.
- 8.2 The cost to remove the trial layout (after October) is less than the cost to re-install the layout (if the decision was to remove it before June while the decision-making process is taking place), so the recommended option provides a balance between limiting the cost to Council whilst providing flexibility to accommodate Council's decision on the future of the trial layout.

### Legal Considerations Ngā Hīraunga ā-Ture

- 8.3 Statutory and/or delegated authority to undertake proposals in the report:
  - 8.3.1 The trial was approved to be carried out under Temporary Traffic Management with staff delegations, which was considered appropriate given the defined period of the trial. The recommended option will require an extension to the trial, again delegating day-to-day decisions to staff under a Temporary Traffic Management Plan.
- 8.4 Other Legal Implications:
  - 8.4.1 There is no legal context, issue, or implication relevant to this decision.

### Strategy and Policy Considerations Te Whai Kaupapa here

- 8.5 The required decision:
  - 8.5.1 Aligns with the [Christchurch City Council's Strategic Framework](#). The Strategic Framework prioritises managing ratepayers money well while also creating an inclusive and equitable city with people at the centre. It also prioritises building trust and confidence in the Council through meaningful communication and listening to residents. The recommended option strikes a balance between allowing sufficient time for Council staff to properly consider all the data and feedback collected through the trial period, while also seeking to limit Council spending.
  - 8.5.2 Is of medium significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined using the significance assessment sheet and has been classified as medium due to the number of people affected, the level of impact on those affected, the high level of key stakeholder interest and the potential impacts on future social, economic and cultural wellbeing of the city.
  - 8.5.3 Is consistent with Council's Plans and Policies. The recommended option continues to enhance the street environment in line with Council's transport objectives.
- 8.6 This report supports the [Council's Long Term Plan \(2021 - 2031\)](#):
- 8.7 Transport
  - 8.7.1 Activity: Transport
    - Level of Service: 16.0.10 Maintain the perception that Christchurch is a walking friendly city - >=85% resident satisfaction
    - Level of Service: 10.5.2 Improve the perception that Christchurch is a cycling friendly city - >=67% resident satisfaction

### Community Impacts and Views Ngā Mariu ā-Hāpori

- 8.8 The decision affects the following wards/Community Board areas:
  - 8.8.1 Waipapa Papanui-Innes-Central Community Board



- 8.9 The Community Board will be briefed on this report via a memo prior to it being presented to the Council. The Community Board’s view on the information in the report was not known at the time the report was prepared, however it is expected that the Community Board will have considered the memo’s content and will present their view on the options to Council.

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

- 8.10 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.
- 8.11 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.
- 8.12 Impact on Mana Whenua is expected to be minimal. The scope of the project is limited to a single block of Gloucester Street between Colombo and Manchester Street.

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

- 8.15 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.
- 8.16 While the purpose of Streets for People funding is to accelerate the uptake of sustainable transport modes, the project itself is unlikely to significantly contribute to a reduction in transport emissions due to the limited scope and timeframe of the trial.

**9. Next Steps Ngā Mahinga ā-muri**

- 9.1 Feedback from the consultation and the technical traffic data will be made available to the Hearings Panel when convened later this year.

**Attachments Ngā Tāpirihanga**

There are no attachments to this report.

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

Document Name – Location / File Link
Not applicable

**Signatories Ngā Kaiwaitohu**

Authors	Jacob Bradbury - Manager Planning & Delivery Transport Lauren Boyce - Project Manager Hannah Ballantyne - Senior Engagement Advisor
Approved By	Jacob Bradbury - Manager Planning & Delivery Transport Lynette Ellis - Head of Transport & Waste Management Jane Parfitt - General Manager City Infrastructure

## 14. Transport Choices - School Safety Linwood - Pedestrian crossing Worcester McLeans

Reference Te Tohutoro: 24/494526

Responsible Officer(s) Te Pou Matua: Andrew Cameron, Project Manager

Accountable ELT Member Pouwhakarae: Jane Parfitt, General Manager City Infrastructure

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

- 1.1 The purpose of this report is to request that the Council make changes to a previous decision on the Transport Choices Linwood School Safety project.
- 1.2 The report has been produced by staff to provide consultation feedback received because of community engagement regarding a Council approved pedestrian crossing facility on Worcester Street.
- 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 the small number of impacted residents, and the low level of impact.
- 1.4 This decision has come to Council as this is a CERF Transport Choices project that was declared of metropolitan significance and is being funded under the Transport Choices Programme.

### 2. Officer Recommendations Ngā Tūtohu

That the Council:

1. Receive the information in the Transport Choices - School Safety Linwood - Pedestrian crossing Worcester McLeans Report.
2. Note that the decision in this report is of assessed as low-level significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Revoke the road layout, including all traffic islands, road surface treatments, traffic calming features and road markings on Worcester Street to the southwest of McLean Street as detailed on plan TG361601 dated 21/08/2023 in Attachment A to this report.
4. Relying on its powers under the Christchurch City Council Traffic and Parking Bylaw 2017 and Part 21 of the Local Government Act 1974, approve the road layout, including all traffic islands, road surface treatments, traffic calming features and road markings on Worcester Street as detailed on plan TP361601a issue 2 dated 26/02/2024 in Attachment B to this report.

#### Parking and stopping restrictions to be revoked

5. Revoke that the:
  - a. stopping of vehicles be prohibited at any time on the northeast side of Mclean Street commencing at its intersection with Worcester Street and extending in a southeasterly direction for a distance of 12 metres.
  - b. stopping of vehicles be prohibited at any time on the southwest side of Mclean Street commencing at its intersection with Worcester Street and extending in a southeasterly direction for a distance of 13 metres.

- c. stopping of vehicles be prohibited at any time on the southeast side of Worcester Street commencing at its intersection with McLean Street and extending in a southwest direction for a distance of 63 metres.
- d. stopping of vehicles be prohibited at any time on the northwest side of Worcester Street commencing at a point 153 metres southwest from its intersection with Surrey Street and extending in a southwest direction for a distance of 67 metres be revoked.

#### **Parking and stopping restrictions**

- 6. Revoke any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the traffic controls described in Recommendation 7 below.
- 7. Approve, pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, that:
  - a. the stopping of vehicles be prohibited at any time on the southeast side of Worcester Street commencing at a point 16 metres northeast from its intersection with Norwich Street and extending in a northeasterly direction for a distance of 29 metres.
  - b. the stopping of vehicles be prohibited at any time on the northwest side of Worcester Street commencing at a point 35 metres northeast from its intersection with Rochester Street and extending in a northeasterly direction for a distance of 42 metres.
- 8. Approve that Recommendations 5 to 7 take effect when parking signage and/or road markings that evidence the restrictions described in the report on the meeting agenda are in place (or removed in the case of revocations).

### **3. Executive Summary Te Whakarāpopoto Matua**

- 3.1 A pedestrian Island on Worcester Street close to the intersection of McLeans Street was approved by council at the meeting of 21 September 2023.
- 3.2 Prior to construction in December 2023 the island was marked out and found to encroach over driveways. Staff engaged with the directly impacted residents which led to three options going out for consultation with those directly impacted.
- 3.3 Following the consultation feedback staff are recommending that the pedestrian island be moved approximately 50m southwest along Worcester Street.

### **4. Background/Context Te Horopaki**

- 4.1 School Safety Linwood was one of the CERF Transport Choices projects that received schedule two funding prior to the cancellation of the programme in December 2023.
- 4.2 Construction of the pedestrian facilities and traffic calming measures started in November 2023 and all locations are anticipated to be complete by June 2024.
- 4.3 In June and July 2023, residents had the opportunity to provide feedback on a series of pedestrian crossings and intersection upgrades as part of the Way Safer Streets consultation.
- 4.4 On 22 September 2023, after considering public feedback, the Council approved construction of this pedestrian crossing point on Worcester Street southwest of McLean Street.
- 4.5 Pre-construction investigations showed that the approved plan would impact residents' driveways. This was also spotted by directly affected residents who requested to meet with staff.

- 4.6 Staff met with residents on Worcester Street on 20 December 2023, to discuss concerns about the pedestrian refuge island length, access issues, parking loss, and lighting.
- 4.7 In response to the issues raised, staff reconsulted on three options for a pedestrian refuge island in this location.

### Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.8 The following reasonably practicable options were considered and are assessed in this report:
- Option 1 – A shorter island at the original location with the amount of no stopping reduced.
  - Option 2 (preferred) – Relocate the island 50m southwest.
  - Option 3 – A shorter island in the original location.

### Options Descriptions Ngā Kōwhiringa

- 4.9 **Preferred Option:** Option 2 – relocate the island.

4.9.1 **Option Description:** A crossing facility and associated traffic calming measures are installed adjacent to 603 Worcester Street.

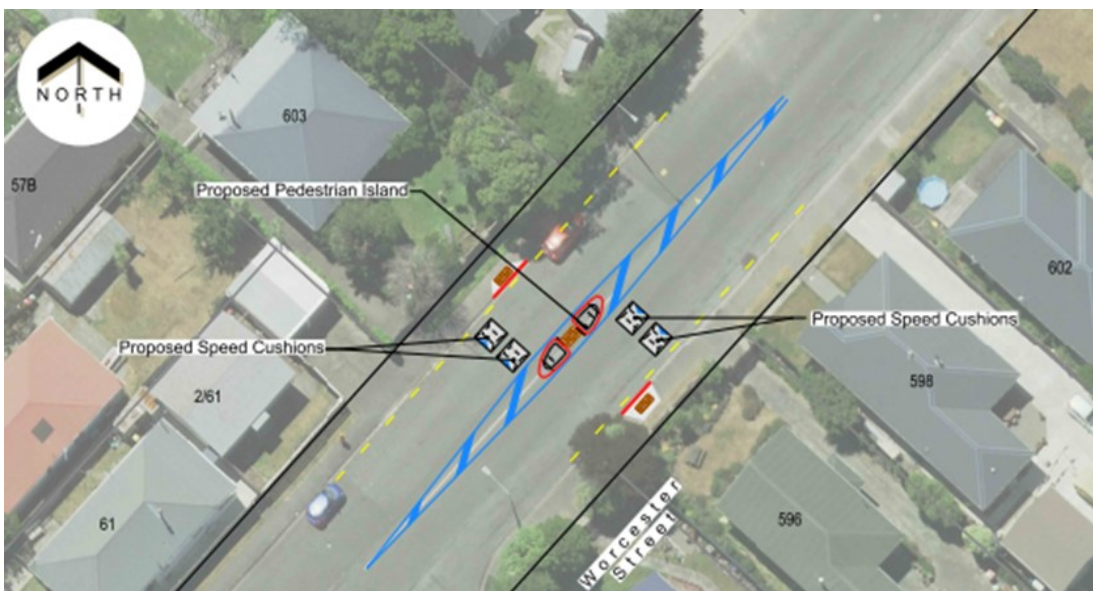
#### 4.9.2 Option Advantages

- It received the greatest support.
- It impacts the least number of residents.
- It allows for the greatest separation between driveways and the nose of the island.
- It is the cheapest option as option 1 and 3 require a light column to be relocated.

#### 4.9.3 Option Disadvantages

- This location has not been out for wider consultation.

Plan of option 2



#### 4.10 Option 1

4.10.1 **Option Description:** A shorter island at the original location with the amount of no stopping reduced.

#### 4.10.2 Option Advantages

- The originally approved location that went out for wider consultation is maintained while addressing the main impacts to adjacent residents.

#### 4.10.3 Option Disadvantages

- The removal of parking while meeting current guidelines does not afford the same level of safety as the originally approved no stopping.
- Directly impacts a greater number of residents than the staff recommended option.
- Has a higher cost than the staff recommended option.

Plan of option 1



#### 4.11 Option 3

4.11.1 **Option Description:** A shorter island in the original location.

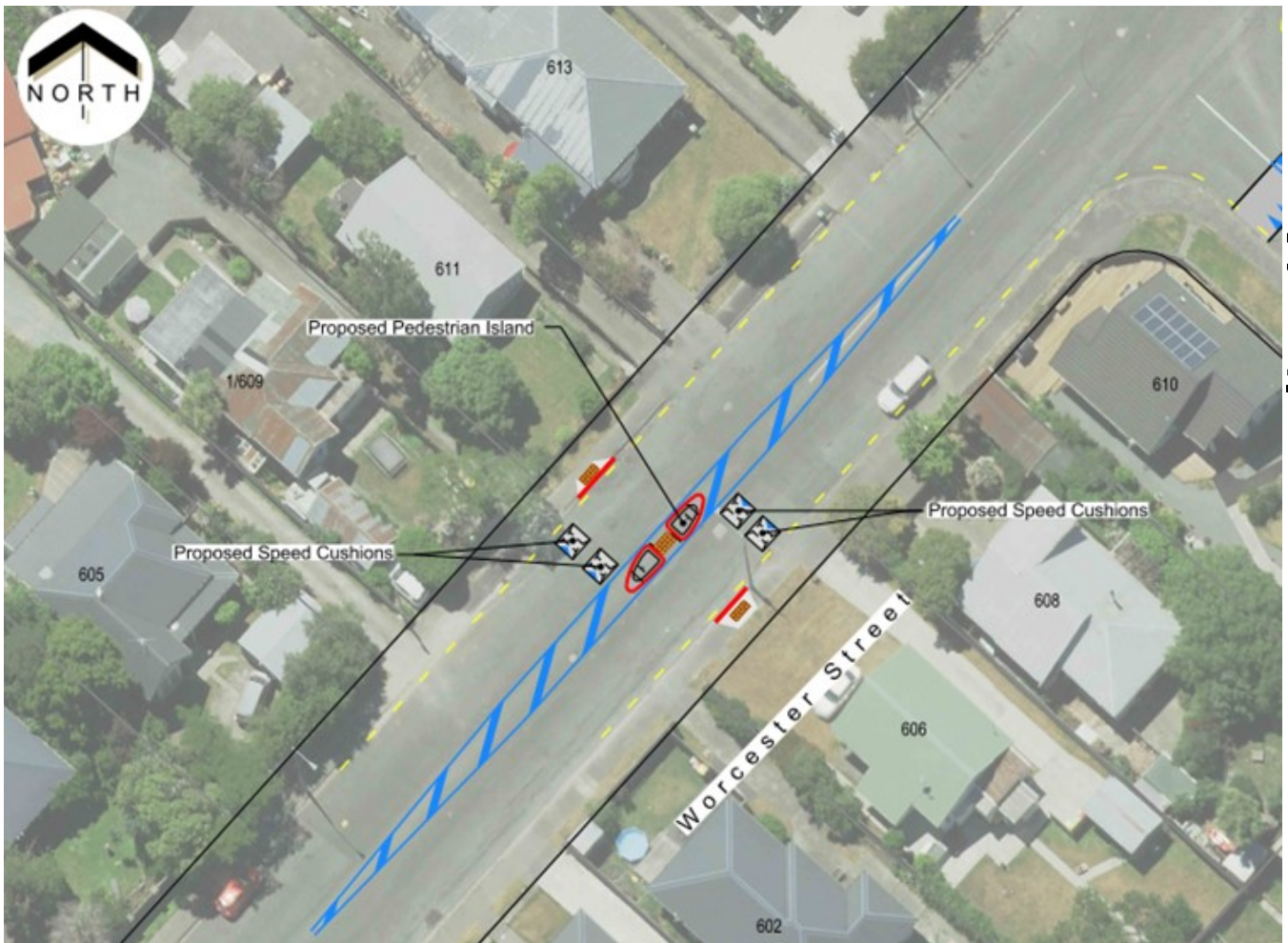
#### 4.11.2 Option Advantages

- The originally approved location that went out for wider consultation is maintained while addressing the impact to driveways.

#### 4.11.3 Option Disadvantages

- Directly impacts a greater number of residents than the staff recommended option.
- Has a greater cost than the staff recommended option.
- Parking concerns raised by directly impacted residents of the originally approved location would not be addressed.
- Does not align with the preference of most submitters.

Plan of option 3



Item 14

4.12 **Public Consultation Te Tukanga Kōrerorero**

4.12.1 Consultation started on 30 January 2024 and ran until 15 February 2024. An email was sent to key transport stakeholders, including emergency services.

4.12.2 Consultation documents were delivered to 22 properties at the start of consultation whose residents were directly impacted by the three options developed by staff. Staff visited to prompt further in person feedback on 13 February.

4.13 **Summary of Submissions Ngā Tāpaetanga**

4.13.1 Submissions were made by 14 individuals. Submissions are available in **Attachment E**.

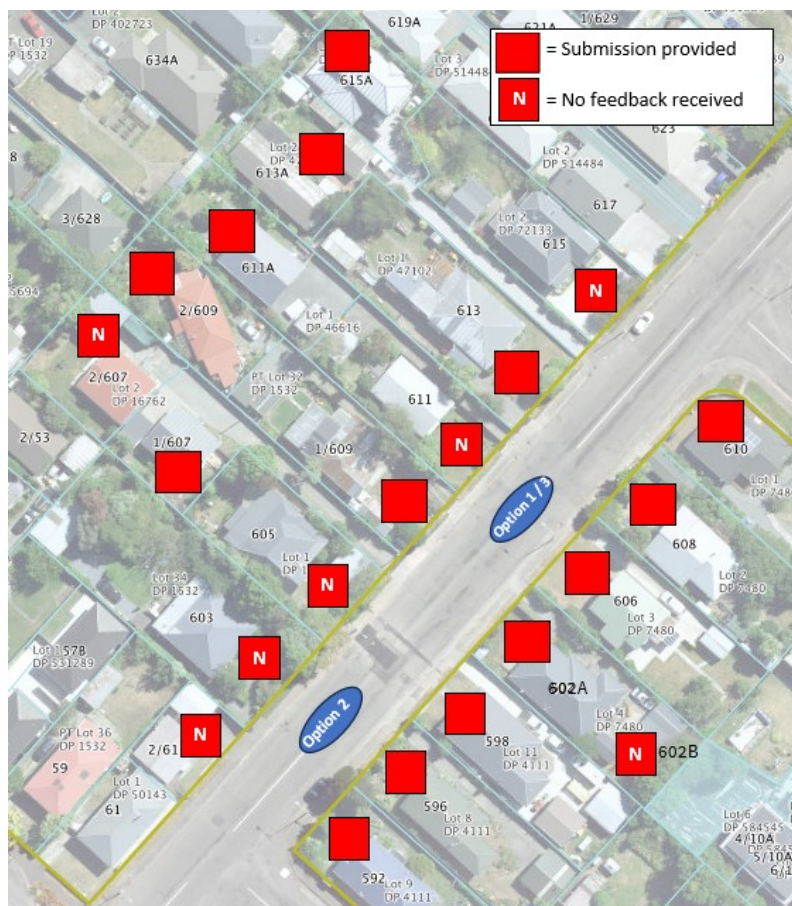
4.13.2 Most submitters preferred option 2 (11 submitters, 78.6%) for the following reasons:

- Option 1 and 3 would make it hard to enter or exit driveways with cars and trailers.
- Concern around parking loss with option 1 and 3.
- Option 2 would impact fewer residents and driveways.
- Option 2 would capture more foot traffic heading to Eastgate / Buckley's Road.
- Option 1 or 3 would result in shifting a streetlight.

4.13.3A minority of submitters prefer option 1 (3 submitters, 21.4%) for the following reasons:

- Option 1 is the natural place that kids have been crossing.

- 4.13.4 Below is a map showing the properties from which responses were provided or not.



## Capex/Opex Ngā Utu Whakahaere

	Option 1	Option 2 Recommended	Option 3 -
Cost to Implement	\$45,000	\$40,000	\$45,000
Maintenance/Ongoing Costs	\$371	\$319	\$473
Funding Source	CPMS ID 72777, Transport Choices 2022 – School Safety Linwood	CPMS ID 72777, Transport Choices 2022 – School Safety Linwood	CPMS ID 72777, Transport Choices 2022 – School Safety Linwood
Funding Availability	\$70,000	\$70,000	\$70,000
Impact on Rates	negligible	negligible	negligible

## Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 If the recommendation in this report is not approved, then the package of work approved under the NZTA Waka Kotahi schedule 2 for Transport Choices 2022 – School Safety Linwood would not be completed.

### Legal Considerations Ngā Hiraunga ā-Ture

- 6.2 Statutory and/or delegated authority to undertake proposals in the report:
- 6.2.1 Council resolved the Transport Choices programme as Metropolitan Significance when the programme was included in the draft Annual Plan in February 2023.
  - 6.2.2 Council retains decision-making responsibilities that might otherwise be delegated in accordance with the Delegations Register when a project is determined as Metropolitan Significance.
  - 6.2.3 Part 1, Clauses 7 and 8 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides Council with the authority to install parking restrictions by resolution.
  - 6.2.4 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.
- 6.3 Other Legal Implications:
- 6.3.1 There is no other legal context, issue, or implication relevant to this decision.

### Strategy and Policy Considerations Te Whai Kaupapa here

- 6.4 The required decision:
- 6.4.1 Aligns with the [Christchurch City Council's Strategic Framework](#)
    - The changes proposed align with road safety and liveable streets goals in the Christchurch Transport Strategic Plan 2012–2042, and similarly in the draft Transport Plan (safe streets).
    - The changes proposed align with Kia tūroa te Ao - Ōtautahi Christchurch Climate Resilience Strategy as set out in the Climate Change Impact Considerations section below.
  - 6.4.2 Is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the small number of impacted residents, and the low level of impact.
- 6.5 This report supports the [Council's Long Term Plan \(2021 - 2031\)](#):
- 6.6 Transport
- 6.6.1 Activity: Transport
    - Level of Service: 10.0.2 Increase the share of non-car modes in daily trips -  $\geq 37\%$  of trips undertaken by non-car modes
    - Level of Service: 10.0.6.1 Reduce the number of death and serious injury crashes on the local road network -  $\leq 96$  crashes
    - Level of Service: 10.0.41 Reduce emissions and greenhouse gases related to transport -  $\leq 1.08$  million tonnes of CO<sub>2</sub> equivalents
    - Level of Service: 10.5.41 Increase access within 15 minutes to key destination types by walking -  $\geq 49\%$  of residential land holdings with a 15- minute walking access
    - Level of Service: 10.5.42 Increase the infrastructure provision for active and public modes -  $\geq 600$  kilometres (total combined length)
    - Level of Service: 16.0.10 Maintain the perception that Christchurch is a walking friendly city -  $\geq 85\%$  resident satisfaction

### Community Impacts and Views Ngā Mariu ā-Hāpori

6.7 The decision affects the following wards/Community Board areas:

6.7.1 Linwood Ward.

6.8 The Waitai Coastal-Burwood-Linwood Community Board is in support of three pedestrian crossings points being installed on Worcester Street as approved in the Transport Choices School Safety Linwood project. Feedback has not been provided on the preferred option in this report.

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

6.9 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.

6.10 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.

6.11 This project makes a minor change within the road corridor to improve pedestrian safety.

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

6.12 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.











6.13 This project will promote walking and cycling by providing a safe place for pedestrians to cross Worcester Street on a school desire line, and will reduce traffic speed with traffic control devices, making it safer for cyclists. The impact will be localised and therefor will not make a significant impact to climate change or emissions reductions.

6.14 This project will promote walking and cycling by providing a safe place for pedestrians to cross Worcester Street on a school desire line, and will reduce traffic speed with traffic control devices, making it safer for cyclists. The impact will be localised and therefor will not make a significant impact to climate change or emissions reductions.

## 7. Next Steps Ngā Mahinga ā-muri

7.1 If approved construction would take place financial year 2024.

## Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Plan TG361601 approved by council on 21 September 2023	24/353234	186
B  	Plan TP361601a issue 2 - Preferred option 2 for council approval	24/513806	187
C  	Plan of option 1 for Consultation	24/306541	188
D  	Plan of Option 3 for consultation	24/306542	189
E  	Submission Table (Public)	24/309774	190

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

Document Name - Location / File Link
Not applicable

## Signatories Ngā Kaiwaitohu

<b>Authors</b>	Andrew Cameron - Project Manager Samantha Smith - Engagement Advisor Gemma Dioni - Principal Advisor Transportation - Safety
<b>Approved By</b>	Jacob Bradbury - Manager Planning & Delivery Transport Lynette Ellis - Head of Transport & Waste Management Jane Parfitt - General Manager City Infrastructure

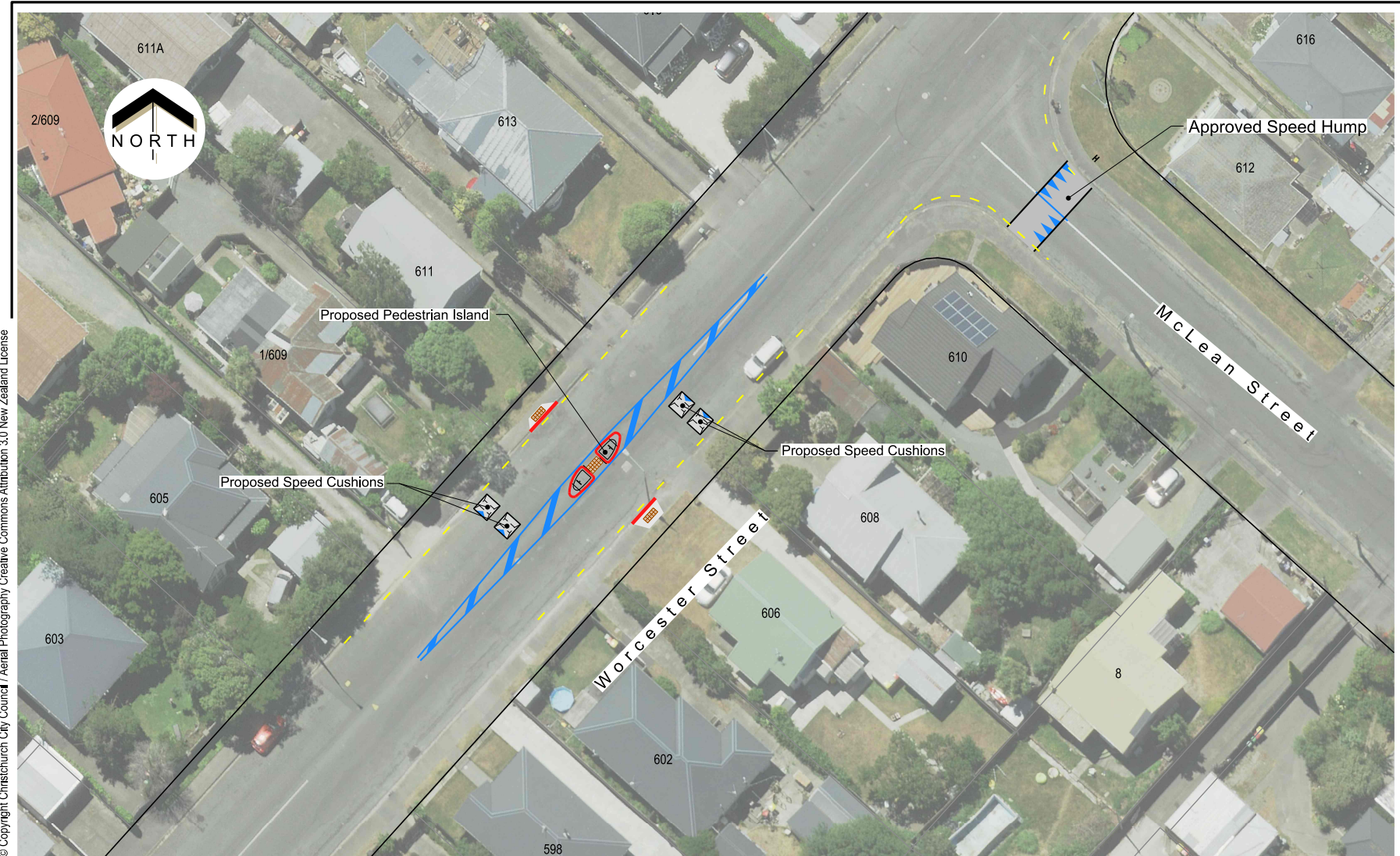


Christchurch  
City Council

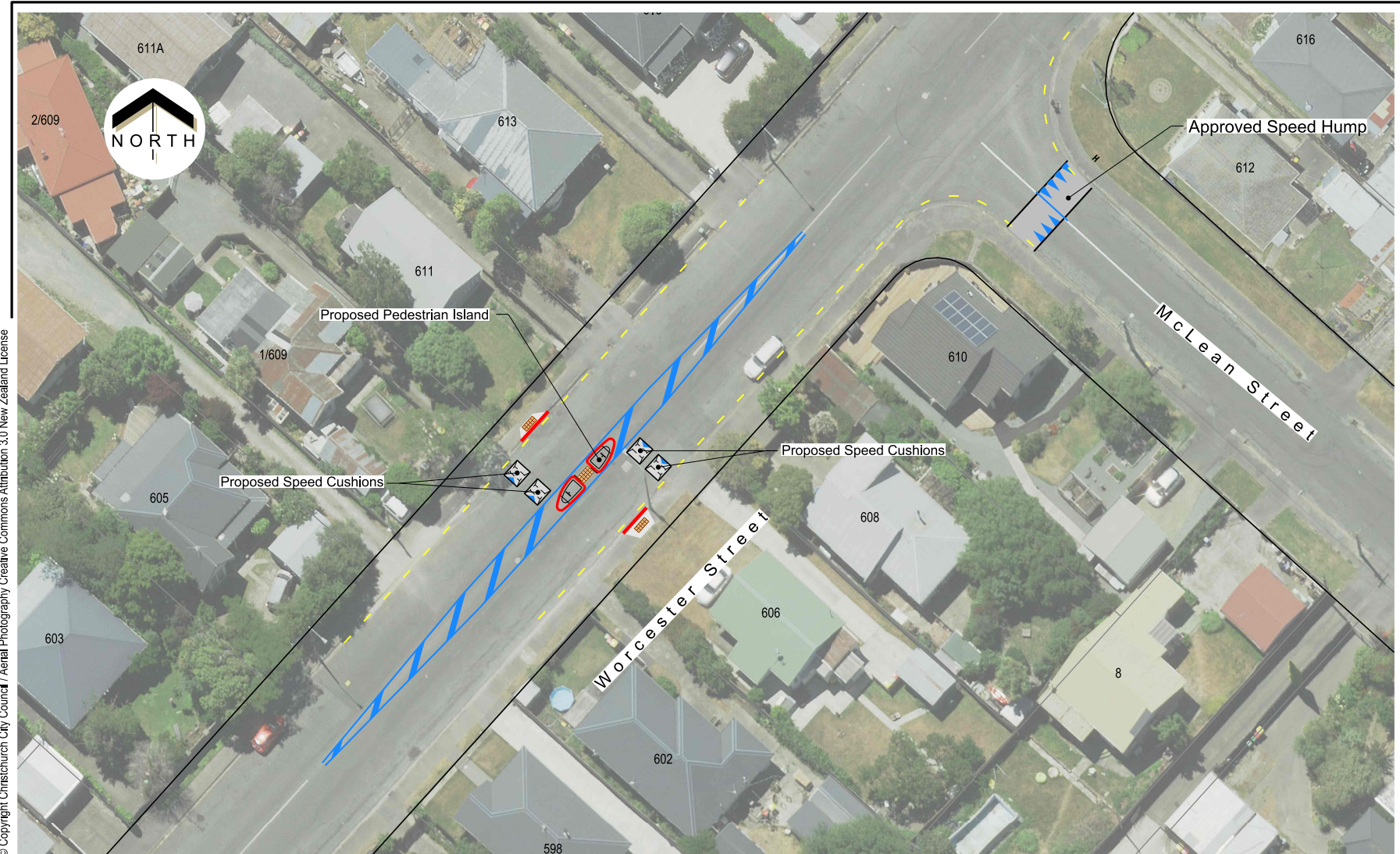
Worcester Street - Mclean / Surrey / Wyon Street  
School Safety - Linwood  
For Approval

Original Plan Size: A4  
ISSUE. 21/08/2023  
TP361601 MJR CP504055-06





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Submissions table – Worcester Street pedestrian crossing, January – February 2024

Would like to speak to Council

ID	Preference	Submitter feedback	Submission made via	Name
10003	2	<p>Kia ora,</p> <p>Thank you for the new option plans for the proposed Worcester Street pedestrian crossing.</p> <p>I would like to put forward my response to the three options presented.</p> <p>I oppose both options 1 and 3:</p> <ul style="list-style-type: none"><li>• The reason I oppose these two options is because of the amount of driveways heavily condensed in the area where the purposed pedestrian island is to be installed. There is a total of 7 driveways accommodating 12 properties.</li></ul> <p>This would result in many residence and their visitors being impacted and affected by the refuge island being installed in this location.</p> <p>3 of the driveways on either side of the purposed island are shared driveways accommodating 8 properties. If an island was installed in this location it would make it extremely hard for these residence to reverse cars, trucks, trailers, caravans etc up driveways with the nose of the island being so close to driveway entries. Even if the island was reduced to the minimum requirement length of at least 8m as proposed in option 1, the nose of the island would still be very close to driveway entries making it difficult for residence to navigate entering and reversing up driveways. In option 3, the nose of the island actually obstructs a driveway as the initial planning failed to take in one residential driveway reducing the amount of space needed.</p> <ul style="list-style-type: none"><li>• Loss of parking: With alot of the properties having shared driveways, many residence and visitors have to park on the street. With the loss of parking, visitors and several residence will be impacted with having to park down the road.</li></ul> <p>In addition, I am a co-home owner and have parked my vehicle outside our property for 17 years. There is only enough off street parking for 2 vehicles to be parked on our property resulting in my vehicle having to be parked on the street. In option 3, I would have to park my vehicle several houses down the road or around the corner. This would make it difficult when bringing in groceries, bringing my elderly 83yr old father over for visits, packing the car to go away camping etc, which will all be made worst when it is raining.</p> <p>I also have concerns with my vehicle being tampered with being parked so far away. I have already had my locks busted with someone trying to steal it and I am worried if its parked down the road or around the corner I will not hear my car alarm.</p> <p>In option 1 a small bit of parking is maintained outside 610 Worcester Street, but if somebody else parked there I would still be faced with the same problems as in option 3.</p> <ul style="list-style-type: none"><li>• There would be an additional cost of moving a street light if installed in the purposed location of option 1 and 3. In option 2 there is no street light that needs to be relocated reducing the overall cost of the project. This saving could then be reinvested into another project.</li></ul> <p>Option 2 is my preferred option, reason being:</p> <ul style="list-style-type: none"><li>• No additional cost of moving a street light</li><li>• Fewer residence impacted with loss of parking</li><li>• More space between driveways for a refuge island to be installed. In option 1 &amp; 3 there is only 8 paces between driveways, whereas in option 2 there is 15 paces between driveways. Making it not so tight for people turning into their driveways.</li><li>• More foot traffic goes down Norwich Street as most people will use this street when walking to Westfield mall and the main bus stop. Having the pedestrian crossing closer to Norwich street would accommodate people crossing Worcester Street heading to the mall and bus stop.</li><li>• In option 1 the speed cushions are being installed on the opposite side of the road of residential driveways, which in turn will make it hard for</li></ul>	Email	Maria Rosewarne

Submissions table – Worcester Street pedestrian crossing, January – February 2024

ID	Preference	Submitter feedback	Submission made via	Name
		<p>residence to navigate entering and exiting driveways. This would be made even more difficult when reversing with trailers, caravans and trucks etc. In option 2, speed cushions are positioned away from driveways so do not directly impact or affect residence entering or exiting driveways.</p> <p>Therefore I am in favour of option 2, and oppose options 1 and 3.</p> <p>Thank you for your consideration.</p>		
10006	2	<p>[REDACTED]</p> <p>Option 2 is the only reasonable option as it is closer to an intersection, and fewer driveways are affected. I would like to assume you would still keep a shorter pedestrian than standard due to the 596 and 603 driveways.</p> <p>Option 1 &amp; 3 The shorter pedestrian makes no difference to the entry or exit into 606, 611, and 611a at all.</p> <p>I will not be able to get a trailer in easily at all with a shorter pedestrian.</p> <p>It is quite ludicrous to even think you would consider moving a street lamp to fit a pedestrian crossing in when there is another option not to do so. Waste of money.</p> <p>Paula Gee [REDACTED]</p>	Email	Paula Gee
10010	2	<p>Prefers option 2, as is worried about blocking driveways, worried about emergencies. Wants to rip it out if it is Option 1. It also blocks at least 4 drains at Option 1. It doesn't add up at all. Would like to speak to council, is worried about safety for kids.</p>	In person	Richard James Goodger

Submissions table – Worcester Street pedestrian crossing, January – February 2024

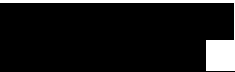
Individuals

ID	Preference	Submitter feedback	Submission made via	Name
10001	2	<p>Hi</p> <p>We are the occupants of [REDACTED] &amp; our preference would be for option 2. Having said that none of the options really affect us too much as our visitors tend to park in McLean Street.</p> <p>Many thanks</p> <p>Karen &amp; Graeme Judkins</p>	Email	Karen & Graeme Judkins
10002	1	<p>I'd like it to either be Option 1 with more parking, where it was originally put, or Option 3. I have lived in my house for 40 years. The kids walk up to the Option 1/3 location to walk to school anyway. I'm at [REDACTED] and they usually walk up there. That's where most of them cross. They all walk that way from Gloucester Street.</p>	Phone	Bryan Hoare
10004	2	<p>Hello Samantha,</p> <p>I am Richard Annan, property owner at [REDACTED], responding to your letter of 30 January providing options for installing pedestrian crossing on Worcester Street.</p> <p>I vote for Option 2, to shift pedestrian crossing some 50 meters southwest.</p> <p>The other options will make it very difficult and unsafe to access and exit my driveway.</p> <p>best regards Richard Annan</p>	Email	Richard Annan
10005	2	<p>Kia ora</p> <p>I am writing in relation to the proposed option for a pedestrian crossing outside of my house, [REDACTED]. Of the the three options I prefer Option 2 with the crossing island closer to Norwich St.</p> <p>My main issue with Options 1 is that I have a very long work truck and a caravan and this will make getting both in and out of my long driveway difficult.</p> <p>Ngā mihi Nathan Carroll [REDACTED]</p>	Email	Nathan Carroll
10007	1	<p>Preference for option 1. Biggest concern is the gate at front of property is the only access to the property. Is concerned about access to property due to partner who has bowel cancer and is a lot older. Has to park on corner and needs to be able to easily access property.</p>	Phone	Jeffrey Dell
10008	2	<p>Kia Ora</p> <p>I submit the following in relation to the position of a proposed pedestrian refuge island on Worcester Street.</p> <p>I support Option 2 and oppose Options 1 &amp; 3.</p> <p>Reasons for supporting Option 2:</p> <p>Option 2 impacts fewer residences with loss of parking as there are no shared driveways that provide access to rear section properties set</p>	Email	Kathy Harford

Submissions table – Worcester Street pedestrian crossing, January – February 2024

ID	Preference	Submitter feedback	Submission made via	Name
		<p>behind the front properties.</p> <ul style="list-style-type: none"><li>• Placing the refuge island near the intersection with Norwich Street would match the positioning of the other two islands already in place at Surrey Street and Wyon Street along Worcester street</li><li>• Placing the refuge island close to Norwich Street would help pedestrians wanting to go to Eastgate and the various bus stops on Buckleys Road.</li><li>• There is more space between driveways affected by Option 2, making it easier to access properties.</li><li>• There are no shared driveways to properties behind the street front properties from the road under Option 2, meaning less demand for on-street parking.properties</li><li>• The lamppost outside 606 Worcester Street would not need to be moved..</li></ul> <p>Reasons for opposing Options 1 and 3 include:</p> <ul style="list-style-type: none"><li>• At least 12 residences are affected by Options 1 &amp; 2 including houses behind the front properties from the street. Only five residences are affected under Option 2.</li><li>• With the high-density housing already built on Worcester Street and others about to be built, the demand for off-street parking is increasing. It can already be difficult to get a park, especially when visitors to properties in the area and present. An option which has the least impact on parking is needed.</li><li>• A lamppost by 606 Worcester Street would have to be moved, meaning a greater cost.</li><li>• It is misleading to say that Option 1 restores parking to 610, 613, and 615 Worcester Street. Under Option 3, the no parking area ends at the driveway of 615, which is not a parking space. Option 1 only restores two parking spaces, one each outside 608 and 613 spaces which are already heavily used by multiple properties.</li><li>• The island blocks access to a shared driveway under Option 3 - the reason Option 3 has not already been implemented. The placement of the speed cushions also restricts access to 606 Worcester Street.</li></ul>		
10009	2	<p>Thank you for presenting alternative plans to the proposed Worcester Street pedestrian crossing.</p> <p>I support Option 2, with the pedestrian refuge island closer to Norwich Street. I oppose Options 1 and 3.</p> <p>My reasons for supporting Option 2 include:</p> <ul style="list-style-type: none"><li>• Option 2 minimises the loss of parking as there are no shared driveways providing access to properties set back from the road. Fewer residences are therefore impacted.</li><li>• With the refuge island being near the intersection, some of the space needed to be clear of parked vehicles is taken up by the width of the Norwich Street intersection with Worcester Street</li><li>• Placing the refuge island by an intersection is in keeping with the positioning of the other two islands already in place on Worcester Street -</li></ul>	Email	John Harford

Submissions table – Worcester Street pedestrian crossing, January – February 2024

ID	Preference	Submitter feedback	Submission made via	Name
		<p>namely at Surrey Street and Wyon Street.</p> <p>o Given the location of the islands at those intersections, the one proposed under Option 2 could perhaps be moved even closer to Norwich Street, thus reducing the loss of parking even further.</p> <ul style="list-style-type: none"><li>• Norwich Street is a natural pedestrian route to Eastgate Mall as it is closed to traffic at Buckleys Road and brings pedestrians to the Buckleys Road crossing, and a major bus stop. Providing a refuge island close to Norwich Street would assist pedestrians at a place of heavier pedestrian use then elsewhere on Worcester Street.</li><li>• There is more space between driveways for a pedestrian refuge island to be installed at this location. In Options 1 &amp; 3 there are only eight paces between driveways, whereas in Option 2 there are 15 paces between driveways. Making it easier for people turning into their driveways.</li><li>• Option 2 would not require the repositioning of the lamp post outside 606 Worcester Street, representing a saving in the cost of implementing the installation of a pedestrian refuge island.</li></ul> <p>Reasons for opposing Options 1 and 3 include:</p> <ul style="list-style-type: none"><li>• Options 1 and 3 impact parking for at least 12 residences when properties that are behind those on the street frontage are considered. Option 2 impacts just five residences (2/61 Rochester Street, 603, 598, 596, 592 - although 592 has parking available on Norwich Street).</li><li>• Options 1 and 3 require the repositioning of a lamp post (outside 606) to give pedestrians direct access to the island.</li><li>• It is misleading to say that Option 1 restores parking to 610, 613, and 615 Worcester Street. Under Option 3, the no parking area ends at the driveway of 615, which is not a parking space. Option 1 therefore restores just two parking spaces, one outside 608 and the other outside 613 (and also 613A and 615A)</li><li>• Option 3 cannot be considered a valid option as the placement of the island blocks access to the shared driveway located between 609 and 611 Worcester Street when approached from the Woodham Road end. The placement of the speed cushions also impedes access to 606 Worcester Street.</li></ul> <p>In summary, Option two would be cheaper to implement, have less impact on parking (and could be adjusted slightly to reduce the impact even further), and better serve the community by enhancing pedestrian access to Eastgate and bus stops.</p> <p>NOTE: The entire scheme seems to have been ill-conceived. It would seem a possible simple solution to reducing traffic and its speed was never considered. If Worcester Street was closed at its intersection with Linwood Avenue, it would cease to be used as a ‘race track’ between Linwood Avenue and Woodham Road. It would also have the effect of reducing its users to mainly residents, thus reducing the flow of traffic. Access could still be made via Rochester and Gloucester Streets. Indeed that route is already used, as egress from Worcester Street is limited to turning left only onto Linwood Avenue.</p> <p>John Harford </p>		
10011	2	Prefers option 2, main concern with Option 1 is parking loss.	In person	Tony Witana

Submissions table – Worcester Street pedestrian crossing, January – February 2024

ID	Preference	Submitter feedback	Submission made via	Name
10012	2	No feedback, prefers option 2	In person	Maggie Green
10013	2	No feedback, prefers option 2	In person	Susmi Santhosh
10014	1	Prefers option 1 due to parking loss	In person	Particia Hyde



## 15. Capital Endowment Fund Application Eastern Relationship Project

Reference Te Tohutoro: 24/540204

Responsible Officer(s) Te Waitai: Christopher Turner-Bullock, Community Governance Manager

Pou Matua: John Filsell, Head of Community Support & Partnerships

Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

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

- 1.1 The purpose of this report is for the Council to consider an application for funding from the 2023/24 Capital Endowment Fund (CEF) to support the Eastern Relationship Project.
- 1.2 This report is staff generated in order to implement Council's decision on 1 November 2023 (CNCL/2023/00140) in respect of the Council's response to the independent review of the wastewater treatment plant fire, as follows:

*That the Council:*

5. *Commit to work collaboratively with the affected communities, key partners and the Waitai Coastal-Burwood-Linwood Community Board to co-develop a plan to regain trust and confidence and ensure effective communication and engagement. Staff will report back to the Council on progress in time to inform the Long Term Plan funding decisions.*

### 2. Officer Recommendations Ngā Tūtohu

*That the Council:*

1. Approve a grant of \$130,000 from the 2023/24 Capital Endowment Fund to the Council's Community Support and Partnerships Unit to resource a project with the goal of improving the Council's relationship with the Eastern Communities.
2. Note that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

### 3. Executive Summary Te Whakarāpopoto Matua

- 3.1 Following the fire at the Wastewater Treatment Plant, an independent review (**Attachment A**) of the Council's response to and the recovery following the fire was undertaken. The review identified that even before the fire, the relationship between the communities of the eastern suburbs and the Council were strained. In particular that *these communities don't have the same depth of advocacy resources as others in Christchurch. This meant it took a long time for the Council to hear the message and understand just how badly these communities were suffering.* This project will seek to begin repairing the Council's relationship with the communities in the East of the City.
- 3.2 This project fits both categories of the CEF; Civic & Community and Economic, Innovation & Environment. If successful, it will make a lasting difference to how the eastern community views the Council and will improve civic participation, engagement and the economic

environment for the East of the City. More details are available in the decision-making matrix attached to this report as **Attachment B**.

#### 4. Background/Context Te Horopaki

- 4.1 In April 2001, the Council set up a CEF of \$75m. This Fund was established using a share of the proceeds from the sale of Orion's investment in a gas company. The Fund provides an ongoing income stream which can be applied to specific projects.
- 4.2 On 12 April 2018, the Council resolved to establish criteria for distributing the proceeds of the CEF (CNCL/2018/00057, refer **Attachment C**).
- 4.3 On 13 December 2018, the Council established eligibility and assessment criteria for the CEF and a standard application process. As part of this, two application categories were established for the fund, Civic & Community and Economic, Innovation & Environment.
- 4.4 The Eastern Communities Relationship Project is an organisational priority. A project plan based on the review recommendation has been discussed and developed with the Chief Executive, Chair and Deputy Chair of the Waitai Community Board and the Community Governance Manager. The draft project plan summary is attached in **Attachment D**.
- 4.5 Further detailed development and implementation of the Plan requires a financial commitment from the Council. This will be met from a combination of reprioritising existing resources and this application to the CEF.
- 4.6 The following related memos/information were circulated to the members of the meeting:

Date	Subject
October 2023	Christchurch City Council Wastewater Treatment Plant Fire Response and Recovery Review. ( <b>Attachment A</b> .)

- 4.7 The following related information sessions/workshops have taken place for the members of the meeting:

Date	Subject
1 November 2023	Christchurch City Council Wastewater Treatment Plant Fire Response and Recovery Review. Council Report and resolution (section 1.2 of this report)

#### Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.8 The following reasonably practicable options were considered and are assessed in this report:
- A CEF grant of \$130,000. Preferred
  - Decline the application.

#### Options Descriptions Ngā Kōwhiringa

- 4.9 **Preferred Option:** CEF grant of \$130,000.
- 4.9.1 **Option Description:** Approve a grant of \$130,000 from the 2023/24 Capital Endowment Fund to the Council's Community Support and Partnerships Unit to resource a project with the goal of improving the Council's relationship with the Eastern Communities.
- 4.9.2 **More specifically this will support the following additional resourcing:**
- HR Costs for local Community Development Advisor 1.5 year, 0.5 FTE - \$75k
  - Independent Facilitator / contractor 300hrs @ \$90/hr - \$30K
  - 5 quick-win interventions @ \$5k - \$25k

4.9.3 The outcomes delivered include:

- Implementation of recommendation one of the Review as follows:  
That the Council prioritises strengthening and sustaining effective and respectful relationships with the affected communities, so as to regain their trust and confidence. This should include:
  - An agreed relationship management strategy
  - Appropriate mechanisms for monitoring the health of the relationship
  - Effective and appropriate channels for communication and engagement
  - Clear accountability for the Chief Executive to ensure this is implemented within the Council organisation
- Appointment of an external facilitator to work to understand the needs of the community and to build social cohesion/capital.
- Appointment of a project manager to facilitate and internal team within Council across various Council units in order to assist with understanding the community's needs, rebuild trust with the community and prioritise what matters most to them.
- Appointment of a coordinator to assist with the Waste Water Treatment Plant Response in order to improve the reach of the Council to communities that we have not been able to engage with.
- Prioritise two FTE's from the Civil Defence Team to focus on coastal response planning, community response planning for the Waitai Board Area, Tsunami warning and risk planning.
- Implement quick wins for the community to show that the Council is hearing and responding to their concerns.

4.9.4 **Option Advantages**

- Council is implementing its resolution dated 1 November 2023.
- Council is delivering on its “promise” to the Eastern Community.
- Will enable the project plan to be delivered.
- No additional cost to rates, through using the CEF.
- Supports a “joined-up” approach to providing a number of existing services in the East including but not limited to Transport, Parks, Community Development and Urban renewal.
- Complements the use of existing resources, particularly building community resilience and social capital through Tsunami preparedness. This includes, but is not limited to, the reprioritisation of an existing locally based support officer position and the local deployment of two Community Resilience Coordinators.

4.9.5 **Option Disadvantages**

- Council may have a higher use for the CEF.

4.10 Decline CEF application.

4.10.1 **Option Advantages**

- Lower commitment on the CEF.

#### 4.10.2 Option Disadvantages

- Will be seen as a compromise perpetuating the view expressed in the independent review on how Council regards the East.
- Council's decision of 1 November will not be implemented.
- The Plan will not be delivered.

#### Analysis Criteria Ngā Paearu Wetekina

- 4.11 Degree to which the application meets the criteria of the CEF – *Aligns with the CEF Civic & Community fund outcomes.*
- 4.12 Degree to which the application meets Council policy and decision making – *Implements the previous Council resolution of 1 November 2023.*
- 4.13 Degree to which the application meets verified community need – *Community need validated by an independent review, supports the implementation of a Plan co-designed by locally based staff and the Waitai Community Board Chair.*
- 4.14 Degree to which the application optimises the value of existing Council levels of service – *Complements the use of existing resources, particularly building community resilience and social capital through Tsunami preparedness. Supports a “joined-up” approach to providing a number of existing services in the East including but not limited to Transport, Parks, Community Development and Urban renewal.*
- 4.15 Degree of certainty on the use of the CEF funds and any expectation of ongoing financial support – *The application provides for defined actions and outcomes (section 4.9. of this report.) The resourcing for the project plan is fixed and the Plan provides for future need to be morphed into existing levels of service.*
- 4.16 Further information is included in the assessment matrix attached as **Attachment B**.

## 5. Financial Implications Ngā Hīraunga Rauemi

#### Capex/Opex Ngā Utu Whakahaere

	Preferred Option - \$130,000 Grant	Option 2 – Decline Application
Cost to Implement	\$130,000	\$0
Maintenance/Ongoing Costs	Provided within existing levels of service	N/A – Existing levels of service continue
Funding Source	CEF	N/A
Funding Availability	Full (Section 5.2)	N/A
Impact on Rates	None, CEF is an existing budgeted level of service	N/A

- 5.1 As per the 2023/24 Annual Plan the CEF had generated \$1.289m, which when added to the carry-forward from the previous year allowed for an available balance of \$1.612m.
- 5.2 The current balance available for allocation is \$1.060m.
- 5.3 If this application is approved the available balance going forward will be \$930k.
- 5.4 In the draft 2024/34 draft LTP a sum of \$3.555m is forecast be available for allocation from 1 July 2024 along with any unallocated portion of the Fund carried forward.

## 6. Considerations Ngā Whai Whakaaro

### Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 A potential risk if funding is not granted is that the project cannot be delivered as there are no other resources available. This would mean that some of the recommendations from the Wastewater Treatment Plant Fire Response are unable to be implemented.

### Legal Considerations Ngā Hīraunga ā-Ture

- 6.2 Statutory and/or delegated authority to undertake proposals in the report:
- 6.2.1 Applications to the CEF usually go to Council. Under its terms of reference, the Financial & Performance Committee may receive reports referred from Council.
- 6.3 Other Legal Implications:
- 6.3.1 There is no legal context, issue, or implication relevant to this decision. All funding agreements are supported by guidance from the Council's Legal and Democratic Services Team.

### Strategy and Policy Considerations Te Whai Kaupapa here

- 6.4 The required decision:
- 6.4.1 Aligns with the [Christchurch City Council's Strategic Framework](#). Particularly the following Community Outcome:
- A collaborative confident city. *"Our residents have the opportunity to actively participate in community and city life, have a strong sense of belonging and identity, and feel safe."*
- 6.4.2 Is of 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 CEF is an existing level of service and the decision asked of Council is the allocation of the Fund in accordance with agreed process.
- 6.4.3 Is consistent with Council's Plans and Policies.
- 6.5 This report supports the [Council's Long Term Plan \(2021 - 2031\)](#):
- 6.6 Citizens and communities
- 6.6.1 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

### Community Impacts and Views Ngā Mariu ā-Hāpori

- 6.7 The decision affects the Eastern Community of Christchurch in that it potentially enables the Council to resource its prior commitment to *work collaboratively with the affected communities, key partners and the Waitai Coastal-Burwood-Linwood Community Board to co-develop a plan to regain trust and confidence and ensure effective communication and engagement.*
- 6.8 The decision affects the Waitai Coastal-Burwood-Linwood Community Board who view this as a significantly important project and has made it part of its submissions to the Council and its Board Plan.

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

- 6.9 The decisions do not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore these decisions do not specifically impact Mana Whenua, their culture, and traditions.
- 6.10 The decision relates to the allocation of an existing Council community fund, as such it does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.









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

- 6.11 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.

## 7. Next Steps Ngā Mahinga ā-muri

- 7.1 The project Plan will be updated and agreed with the Waitai Community Board Chair and the Chief Executive. Implementation will be phased and reported to the Waitai Community Board and the Chief Executive.

## Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Christchurch Wastewater Treatment Plant Response Review Report Final	24/541908	203
B  	Capital Endowment Fund Application - Eastern Relationship Project	24/512626	248
C  	Capital Endowment Fund Criteria	24/523263	250
D  	High Level Project Plan	24/541974	252

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

Document Name – Location / File Link
Not applicable

## Signatories Ngā Kaiwaitohu

<b>Authors</b>	John Filsell - Head of Community Support and Partnerships Christopher Turner-Bullock - Manager Community Governance, Coastal-Burwood-Linwood
<b>Approved By</b>	John Filsell - Head of Community Support and Partnerships Andrew Rutledge - Acting General Manager Citizens and Community



# Christchurch City Council

## Wastewater Treatment Plant Fire Response and Recovery Review

Version: 2.0 Final



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# 1 Executive Summary

## 1.1 Introduction

On 1 November 2021, a major fire destroyed the trickling filters at the Christchurch Wastewater Treatment Plant (CWTP), knocking out approximately 60 percent of the treatment capacity of the plant. This meant that the treatment ponds were significantly overloaded during the colder winter months, when they are at their most vulnerable.

The overloaded ponds and the burnt material remaining in the trickling filters created a stench that lasted for months. Noxious gases caused paint to blacken on some houses, and at times the smell reached right across Christchurch but, nearly every day, it badly affected people who lived in the eastern suburbs. A community who, for a range of reasons, had limited options for managing the impacts of the stench in their lives.

Even before the fire, the relationship between the communities of the eastern suburbs and the Council was strained. These communities don't have the same depth of advocacy resources as others in Christchurch. This meant it took a long time for the Council to hear the message and understand just how badly these communities were suffering.

Temporary repairs to the plant were completed in late July 2022, some nine months after the fire, and the stench was gone by mid-September.

Christchurch City Council (the Council) commissioned this independent review into the response and recovery operations to help it understand what happened, what went well, what could have been done better, and what needs to be improved or changed to ensure its response to future significant events is better managed.

Please note that our terms of reference explicitly excluded the **technical** responses to the fire, and instead were focused on the community response. Our findings are based on the conversations we had [\[Appendix 3\]](#) and the documents that were made available to us [\[Appendix 4\]](#). Our findings and focus for the review was to provide voice to the community's frustrations, and therefore is based on how it *seemed* from outside the organisation. For example, while the Council's staff may have been aware of the likely timeframes for the stench to persist, if that wasn't *communicated* to residents and neighbours, then it is evidence that either it was being downplayed or wasn't a focus of the response.



## 1.2 Overview

To inform the findings and recommendations presented in this report, we undertook 33 interviews and/or meetings with 54 people, including:

- past and present Elected Members (Ems)
- Iwi/Māori representatives
- Council staff
- representatives from partner agencies
- members of the affected community

The strongest theme from all the interviews was that the Council was too slow to recognise this was a community wellbeing issue. For the first six months (November 2021 to April 2022), the Council's focus was on the technical issues of repairing the plant. There was not enough consideration given to the potential impact of the odours from the ponds on the communities in the eastern suburbs and what information and support they needed.

In late April, there was a discernible improvement in the level of engagement and community support. Public communications started referring to the smells as "stench" rather than "unpleasant odour", air quality monitoring started, health advice was provided, information about paint discolouration was developed and a community support package was rolled out. In the end, Council recognised the impacts and responded, but it was too late. The harm to the relationship between the Council and the communities it serves was done.

To identify the key issues and shape our recommendations, feedback from the interviews was sorted into themes. We identified ten themes which were then assessed to establish whether they were primarily a symptom, an underlying cause, or a contributing factor. We were also keen to identify what worked well, so those elements could be retained and strengthened.

## 1.3 Key findings

The conclusions and recommendations are presented within the report. However, there are two key findings that are important to highlight.

### 1.3.1 Non-existent or poor relationships with the affected communities.

Based on the feedback provided by people we interviewed, the Council had a poor relationship with many of the affected communities in the eastern suburbs well before the CWTP fire. From the community's perspective, there had been an extensive list of prior missteps that all fed into their perception that Council didn't value them or take their issues seriously enough. This included perceived



underinvestment in earthquake repairs, odours from the Organic Processing Plant, insect/midge infestations from the wastewater treatment ponds, and coastal adaptation discussions. Worries about COVID-19, vaccine mandates, and fear of no income had added to stress levels.

Advocates for the affected communities reminded us that people who live in the eastern suburbs are assumed to be poor and uneducated, and perhaps this was why their concerns and experience weren't taken seriously by Council. The point was made several times during the interviews that if this odour had been affecting any other area of Christchurch it wouldn't have taken so long for the Council to react.

It is also true that some people who live in these suburbs don't have the skills, resources, or confidence to engage with Council. People with access to significant financial resources may have been able to manage the impact of stench on their wellbeing, for example, by temporarily relocating their family. However, this was a community not well equipped to cope with this stench over so many months.

The stench was appalling. It was bad enough for people who experienced it occasionally, but this community experienced it for months on end. They were living in it, working in it, exercising or playing sport in it, and trying to sleep in it. Their children were going to school in it. The physical symptoms experienced included nausea, vomiting, coughing, sore/watering eyes, headaches/migraines and sleeplessness.

Stress was a health impact that was not initially acknowledged by Council. The issues the community described included the inability to socialise, lack of physical activity, physical isolation, and worry. Even in our interviews we encountered people who still reported suffering from symptoms of stress.

It wasn't until late April 2022 that the Council acknowledged just how bad the problem was. From this point on things improved but the Council was already on the back foot and spent the next five months trying to recover. The relationship with the affected communities in the eastern suburbs could now be described as non-existent.

If the relationship between the communities of the eastern suburbs and the Council had been in a better state prior to the fire it might not have taken so long for the Council to hear the message and understand how badly these communities were suffering. Then the Council could have responded faster with a more comprehensive understanding of the impacts on community.

### **Recommendation**

That the Council:



- 1) **Prioritises** strengthening and sustaining effective and respectful relationships with the affected communities, so as to regain their trust and confidence. This should include:
  - a) An agreed relationship management strategy
  - b) Appropriate mechanisms for monitoring the health of the relationship
  - c) Effective and appropriate channels for communication and engagement
  - d) Clear accountability for the Chief Executive to ensure this is implemented within the Council organisation

### 1.3.2 The response and recovery structure was not appropriate.

A full-scale Incident Management Team (IMT) should have been established very early on in the process. The structure for the IMT should have been based on the standard Coordinated Incident Management System (CIMS) model, with fine tuning to meet the circumstances.

The establishment of a Programme Management Steering Committee provided a structure that was not fit-for-purpose and significantly hampered the Council's ability to deal with the issues affecting the community appropriately.

An IMT structure would have ensured that everyone in the organisation understood the priority, scale and urgency of the work enabled non-business-as-usual approaches and policies to be deployed, and ensured a broader and more contextual risk lens was applied to planning and prioritising work effort. Regular attendance by the Chief Executive would have reinforced this message.

There needs to be formal processes that help shape the decision about when to make use of an IMT structure.

#### Recommendations

That the Council:

- 1) **Endorses** the use of an Incident Management Team (based on the CIMS model) as the standard response structure for significant/large scale events, recognising that fine tuning to the structure may be required in some circumstances,
- 2) **Requires** the Chief Executive to develop a process for determining when the IMT will be deployed, including:
  - a) Assessment criteria,
  - b) Delegations, and
  - c) The mechanisms for ensuring Elected Members have timely visibility of the decision, and
- 3) **Requires** the Chief Executive to ensure the IMT model includes sufficient oversight such that Elected Members can be assured that:



- 
- a) Resources and processes are sufficiently expedited,
  - b) Community voice is being sought and considered in decision making, and
  - c) Risks and issues are being escalated appropriately.

## 1.4 Implementation Plan

In addition to the recommendations provided above, there are also fifteen suggestions for improvement. Council is unlikely to have the resources to implement all the changes at the same time, so recommendations have been made about priorities. The two recommendations are a top priority for implementation.

Once the Council has considered this report and decided which recommendations and suggestions it wishes to implement, staff should be asked to present a proposed program of work. It is expected that all work should be underway within eighteen months.



## 2 Introduction

### 2.1 Background

A major fire at the Christchurch Wastewater Treatment Plant (CWTP) on 1 November 2021 destroyed the trickling filters and knocked out approximately 60 percent of the treatment capacity of the plant. This loss of capacity meant that the treatment ponds were badly overloaded during the colder winter months when daylight hours are shorter.

The overloaded ponds and the burnt material remaining in the trickling filters created a stench that lasted for months. Some houses showed signs of paint discolouration. At times the smell reached right across Christchurch, but nearly every day it badly affected residents in the eastern suburbs.

The temporary repairs to the plant were completed in late July 2022 and the stench was gone by mid-September.

Christchurch City Council (the Council) has commissioned an independent review into the response and recovery operations. The purpose of the review is to understand what happened from a systems and process point of view, what went well, what could have been done better, and provide practical recommendations for improvement.

### 2.2 Review process

Over a period of fourteen weeks, we carried out 33 interviews and/or meetings with 54 people, including past and present Elected Members (EMs), Iwi/Māori representatives, Council staff, representatives from partner agencies, and members of the community (including immediate neighbours and members of the Community Communications Reference Group).

We reviewed:

- Briefings and reports to Council, committees, community boards, and the Executive Leadership Team
- Communications strategies
- Newsline articles and information flyers
- Five hours of footage of Council meetings

We undertook a site visit to the CWTP.

The report is solely based on information provided by Council, feedback from the interviews, and the site visit. The report does not analyse events based on their



chronology. To help readers who are not familiar with what happened the Council's "Timeline of key events and decisions" is attached as [Appendix 2](#).

We were not able to interview Jane Davis (GM Infrastructure, Planning and Regulatory Services) or Helen Beaumont (Head of Three Waters). While it would have been desirable to interview these two key staff members, we were able to obtain a good understanding of what happened from a systems and process point of view.

A full list of the people that we did talk to is included as [Appendix 3](#).

We provided all interview participants with an undertaking that their comments would not be attributed to them in our report, and that they would not be identifiable in the report. To this end italics have been used to indicate a direct (or very nearly direct) quote from one of the interviewees.

Please note that our terms of reference explicitly excluded the **technical** responses to the fire, and instead were focused on the community response. Our findings are based on the conversations we had [\[Appendix 3\]](#) and the documents that were made available to us [\[Appendix 4\]](#). Our findings and focus for the review was to provide voice to the community's frustrations, and therefore is based on how it *seemed* from outside the organisation. For example, while the Council's staff may have been aware of the likely timeframes for the stench to persist, if that wasn't *communicated* to residents and neighbours, then it is evidence that either it was being downplayed or wasn't a focus of the response.

## 2.3 Acknowledgements

We would like to thank everyone who met with us – they were generous with their time and frank with their feedback. Thank you to the Ngā Hau e Whā National Marae for hosting the second round of interviews.

We would like to acknowledge the work of Min Jang and Nicholas Hill who acted as a liaison between us and the Council. In particular, we would like to thank Min, who spent countless hours arranging meeting schedules that worked for us and the interviewees.



### 3 Overview

This was a long event that started with the fire at the start of November 2021 and, from a community point of view, finally ended in mid-September 2022 when the terrible smell finally abated. There was a remarkable consistency in the conversations over the many hours of interviews – the community wellbeing response was sadly lacking.

The technical situation was that the fire knocked out approximately 60% of the biological oxygen demand treatment capacity of the plant. Biological oxygen demand (BOD) is a measure of the amount of oxygen required to treat the organic matter in the wastewater. Meeting the BOD of the incoming wastewater is a key part of the treatment process.

The resulting high loads on the remaining treatment processes had a detrimental effect on wastewater effluent quality and on odours coming from the site. At times the standard of the wastewater being discharged to the ocean outfall deteriorated to the point that Environment Canterbury had to be formally notified.

After the fire was extinguished, burnt plastic/sewage smells extended across neighbouring areas over the rest of November and the start of December 2021. The odours from the plant eased over January and February 2022 but never completely went away. Complaints started ramping up in March as a putrid stench developed. The neighbouring eastern suburbs were the worst affected but depending on the wind direction and strength, the stench was very noticeable right across the city.

There were two sources of odour, the trickling filters (TFs) and the treatment ponds (the ponds). The odour from the burnt material in the TFs started in March 2022 and had ended by the end of April 2022. The ponds started creating putrid odours in April. The temporary repairs to the plant itself were completed in late July, and the stench from the ponds had ceased by mid-September. Aerators were installed in Pond 1 in April 2023.

When the odours started to ramp up in March 2022 the seriousness of the situation wasn't acknowledged. The public communications showed little understanding of how bad the situation was getting – residents felt they were still trying to convince the Council there was a problem. Frustrations were rising - the first five months were a wasted opportunity.

In April 2022, community pressure on the mayor and councillors ramped up and they made it clear to staff that the organisational response needed to address the social needs of the affected communities. The mayor started using the word "stench" in her communications. The turning point acknowledged by many of the



residents we interviewed was the first public meeting in mid-May, which was not organised by the Council.

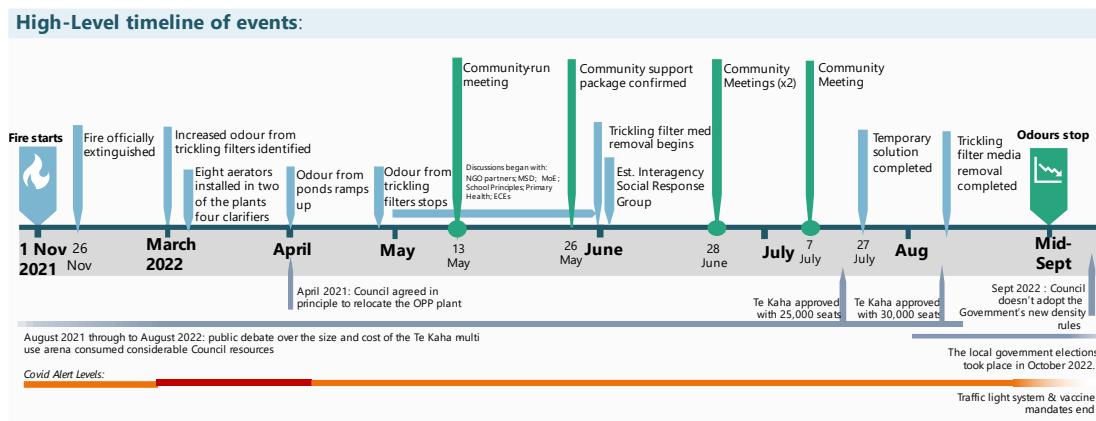
From that point on there was a definite improvement in the level of engagement and community support. Public communications ramped up and started talking about stench rather than unpleasant odour, air quality monitoring got underway, health advice was provided, answers were provided on paint discolouration and a community support package was rolled out.

In the end Council got it right, but it was too late. Months had been lost at the start of the process and the Council was always playing catch-up. For some in the community *it was too little, too late*.

The consensus from those that understood the challenge was that the Three Waters team did an amazing job of keeping a badly damaged plant operating, delivering the service to the residents of Christchurch, ensuring that the wastewater continued to flow, and the CWTP continued to mostly meet the discharge standards.

Unfortunately, there were not many who understood the technical challenge. The Council had downplayed the significance of the damage to the trickling filters and the potential consequences. There was an opportunity to tell the story before it happened, to share the problems and the risks with the community and help build their understanding of what lay in front of them, but it was lost.

An overview and high-level timeline is provided below, and a larger image can be found in [Appendix 1](#):





## 4 Review Findings

This report is based on what we heard from the people we interviewed. To help with the discussion and evaluation, issues that were consistently raised have been sorted into overarching themes. We identified ten themes which were then assessed to establish whether they were a symptom, a contributing factor, an underlying cause. We also identified that some things went well. This is important because we want to ensure Council is able to retain or further strengthen these aspects of its response.

### 4.1 Symptoms

#### 4.1.1 Too slow recognising this was a wellbeing issue

##### **Scale and impact of the stench**

Given the terrible impact of the stench and the size of the area affected, it is significant that it took so long for the organisation to realise it was dealing with a major community wellbeing issue.

Several of the people we interviewed were emphatic that the odours never went away after the fire. The smell was there over the 2021/22 summer and then ramped up in March 2022.

While residents in areas that were affected to a lesser extent by the odours from the CWTP might be able to get away for the weekend, this was not a realistic option for many in the worst affected areas. They were affected by the stench for months on end.

Some were more sensitive to the smell than others. While most people were able to live with it, some suffered serious physical symptoms. Nausea, vomiting, coughing, sore/watering eyes, headaches/migraines and sleeplessness were the physical symptoms most mentioned.

*We can't hang washing outside – the smell sticks to it.* People had to run tumble dryers for months on end or use laundromats. Extra costs of \$50 - \$150/month were mentioned. This was a considerable cost burden, but there was no choice.

*Even with the windows shut, the smell gets in the house.* Consistent feedback was that the use of heat-pumps seemed to stir things up and make the smell even worse inside the house. Purchasing and running air purifiers was unaffordable for many.

One person went to visit their adult child who lived out of the zone. They were told that their clothes had a bad smell that the wearer could no longer detect. This was both embarrassing and worrying.



Stress is a health effect that was not initially acknowledged. Some residents were experiencing stress symptoms. The issues described included the inability to socialise, lack of physical activity, physical isolation, and worry:

- *My paint has gone black – what is that stuff doing to my lungs, to my children's lungs, to my pet's lungs?*
- *Our house is our retirement investment and now we can't sell. When will we know the Council's plan – when can we sell?*

Even in our interviews we encountered people who were still experiencing things that they attributed to stress.

It took them a long time to attract Council attention. This was the community least equipped to cope with this appalling stench over so many months. This is covered in more detail in section 4.2.2 - Poor relationship with the affected communities.

#### **Poor communications and engagement**

Up until late April 2022, the Council downplayed the significance of the damage and potential consequences. They didn't want to say this is an unknown space and we are working through it.

When the smell did become apparent, there was no acknowledgement of how bad it was. Describing the smell as 'unpleasant odours' simply demonstrated a lack of empathy for those suffering. This minimising language and no recognition of the stress being experienced made the situation worse. Realistic expectations should have been set around how long the odour from the ponds would continue.

The situation changed in late April 2022 as the mayor and councillors became aware of how bad the problem was. Staff were requested to develop advice on ways which support could be provided for affected residents. The mayor started using the word "stench" in her communications and publicly apologised for the Council's poor response to the odour complaints and the lack of communication.

The first public meeting didn't take place until 13 May 2022, and it was not organised by the Council. The Council should have been meeting with the community from the beginning of 2022. At this meeting and the following meetings, there was too much focus on technical issues and not enough on wellbeing issues. Stress was one of the biggest factors affecting the community. Counselling support should have been available.

From this point on, things did improve but the Council was now firmly on the back foot and spent the next five months trying to catch up. The Council was too slow with answers around odour and paint discolouration – this left a void that the community tried to fill.



One thing that did attract positive comment was that when people contacted the Council to talk about paint discolouration, a site visit was offered. This opportunity for a face-to-face meeting made the residents feel that the Council was taking an interest and did care.

#### 4.1.2 No sense of urgency

Throughout the interviews there were two phrases that were used more than any others to describe the first six months of the response:

- *There was no sense of urgency*
- *No sense of desperation*

Even when the odours started to ramp up in March 2022 the seriousness of the situation wasn't acknowledged. It was only in late April/early May that things changed. From that point on there was a sense of urgency and a definite improvement in the Council response.

In the end Council got it right, but it was too late. Months had been lost at the start of the process and the Council was always playing catch-up. For some in the community it was too little, too late.

Much of the analysis in this report is dedicated to addressing this symptom.

### 4.2 Underlying causes

#### 4.2.1 A culture that didn't help with a strong response

##### **Funding of the Communications Team**

At the time of the fire front line services were seen as having priority over support services, such as communications. Initially the Communications Team was listed as a support group to the Program Management Steering Committee (PMSC). It did not become a stand-alone work stream until Mar/Apr 2022.

The Communications Team does not have its own corporate budget and is reliant on project funding from its internal customers. If the customer is unwilling to fund a particular message the Communications Team wants to put out, then funding has to be found from elsewhere or the situation can be escalated to the Executive Leadership Team for review. This makes it difficult for the Communications Team to properly fulfill its role of protecting the Council's reputation.

The Council should be enabling those with relevant professional expertise to contribute to and ideally make, communication decisions.



### Cost management/risk avoidance.

When the CE stated that extra resources could be made available, some interpreted that this only applied to the project team, or if you needed extra staff they should be reassigned from other roles. As a result, the organisation mostly made do with the resources it had, and some key staff carried very large workloads for the best part of a year.

There was a clear expectation that procurement processes would be complied with. The importance of *prudent financial management* was mentioned several times by staff in the interviews and it did affect procurement decisions. There was no sense of urgency or desperation.

The Council could not afford to risk its insurance cover over careless public comment or premature action. As a result, the cleaning out of the trickling filters (TF) was delayed and public statements about what was happening were constrained. Phrases like “commercial sensitivity” only frustrated an already inflamed community. A less risk averse approach here might have helped calm things down a little and sped up the response to the TF odours.

Compliance with cultural norms regarding resourcing, procurement [REDACTED] [REDACTED] dominated over a sense of urgency or desperation. These issues are discussed further under the recommendations relating to the Response Recovery Structure (Section 4.3.5).

Council staff that front the community must wear two hats. Sometimes they are there to help the community and sometimes they are expected to minimise the Councils exposure to legal / financial risk.

Several community representatives we interviewed considered that the default position for staff was to reduce costs by denying responsibility – prove it. This meant the community had to win two arguments before progress could be made on addressing the problem - firstly that there was an issue and secondly that it was caused by Council. It was felt that this culture of reluctance to accept responsibility contributed to the slow response.

### 4.2.2 Key Finding: Poor relationship with the affected communities

Based on our interviews with staff and the communities’ description of their engagement with Council, it appears that staff initially involved with the response didn’t fully appreciate the depth of feeling that already existed in the eastern suburbs, and that this was the community least equipped to cope with this stench over so many months. This was discussed by nearly every community representative we talked to.



### Background issues

Staff involved with the response didn't fully appreciate the stressors that existed in the eastern suburbs before the CWTP fire occurred.

There is a very strong feeling that the Council has underinvested in earthquake repairs in the eastern suburbs. Council staff and Elected Members talked about a considerable investment in underground infrastructure, but the community noted that while streets were repaired, the final standard was barely functional and not to the standard of beautification that they saw in other suburbs.

The Bromley community had been experiencing awful odours from the Organics Processing Plant (OPP) for nearly ten years. It took those ten years for the residents to convince Council that the OPP was the source of the smell and for Council to agree in principle (in April 2022) to relocate the plant.

For many we interviewed, it was the last straw, that just as the Council agreed in principle to relocate the plant (April 2022), residents found themselves trying to convince Council there was a far worse odour problem and it was coming from the CWTP. Midges from the ponds were also a source of frustration for residents that lived close to the plant.

There was a consistent view that if these issues had been affecting other areas of Christchurch they would have been addressed much more quickly.

Other issues such as coastal adaptation discussions, COVID-19 and vaccine mandates had taken their toll. Residents in the eastern suburbs were more likely to be experiencing symptom of stress, and their relationship with Council could only be described as low trust.

### Day-to-day challenges

We were told repeatedly that the eastern suburbs are not affluent communities. Computer ownership is not universal. Website updates, blogs, Facebook updates and emailed newsletters would not reach everybody. Newspaper subscriptions are not always affordable.

Literacy skills are not always strong, and for some English is a second language. Those who could advocate for their community found it mentally and emotionally exhausting - some are stepping back from this role.

Poverty was discussed as a barrier to healthcare - residents in the eastern suburbs are less likely to seek medical advice. Offering to pay for a doctor's visit was never going to be a solution for all. *Even if Council paid for the visit, I couldn't afford the time off work.*

Engaging with this community to understand what was happening was always going to require extra effort.



The 2018 Census found that compared with all of Christchurch, the suburbs of Bromley South<sup>1</sup> and Linwood East<sup>2</sup>:

- have a higher proportion of people living with 'activity limitations'<sup>3</sup>,
- have a higher unemployment rate, lower medium incomes and only 7% earn more than \$70,000 compared to 16.5% across Christchurch,
- have a higher percentage of people with no access to telecommunications and internet, and
- have a higher proportion of those without a qualification - double the percentage of Christchurch.

#### Relationship with immediate neighbours

There are residential dwellings (and a marae) within 200m of the CWTP. We met with some of those residents. They were some of the worst affected and are disappointed that this hasn't been acknowledged by the Council.

There was no contact on the night of the fire or the days following. There was no warning that noise and significant vibration would be experienced as work started on constructing the access ramp into the trickling filters. *Work continued to midnight - at times the vibration shook the whole house.* Council is not considered to be a good neighbour.

These immediate neighbours are adamant that odours from the plant continued through the 2021/22 summer. They are confident they know the difference between the smells of the CWTP, the OPP and the estuary, and are tired of being told they are wrong.

#### 4.2.3 Risks not properly recognised and reported

##### Poor monitoring and reporting of complaints

There were multiple sources of information about the extent and impact of the stench. A total of approx. 12,300 complaints were logged, with 10,560 coming via the ECAN Smelt-It App, 1,280 via the Council Genesys Interaction system and 460 via the Council Hybris Complaints system. [Appendix 5](#) presents this information in more detail.

The data does support the comments from community members that the odours never went away from December 2021 – February 2022. The data also shows

<sup>1</sup> <https://www.stats.govt.nz/tools/2018-census-place-summaries/bromley-south#education-and-training>

<sup>2</sup> <https://www.stats.govt.nz/tools/2018-census-place-summaries/linwood-east#telecommunications>

<sup>3</sup> Those who have 'a lot of difficulty' or 'cannot do at all' one or more of the following activities: walking, seeing, hearing, cognition, self-care, and communication



complaints ramping up in March, presumably in response to the odours from the TFs. This was important information as the walls of the TFs are 8m high, which meant the odour they generated was not readily discernible on site.

Complaints/notifications were also received via the Council Wastewater email address, and comments on the Council Facebook page, the Sewer Crisis Facebook page and on various news platforms.

Monitoring and reporting of these complaints was not coordinated. There appears to have been no effort made to maintain a central register and report on the results. This would have been a valuable source of intelligence on what was happening in the community and staff would have had earlier warning of developing problems.

One of the techniques Emergency Management is using successfully is to monitor social media sites for useful information that might save a site visit by overly stretched staff. There was an opportunity lost here.

#### **Use of the risk register**

Internal risk register/s should have provided a channel for operational staff to escalate concerns to senior managers who, in turn, should have been reviewing across project and programme risks to understand the *overall* risk profile of the work. We cannot find evidence that this occurred.

There doesn't appear to have been any attempt to reconcile the different risk assessments for pond odours and supply chain issues. The risk register wasn't given the attention it deserved.

#### **Risk of odours understated**

The staff responsible for repairing the CWTP were aware that there was a risk of the plant becoming overloaded, the ponds crashing, and odour becoming an issue, particularly during autumn as sunshine hours reduced and pond temperatures dropped.

One of the challenges they faced in conveying this message was that the plant continued to run without signs of serious stress for the first 3 – 4 months. Getting this risk message through was made more difficult by the fact that no one with a Three Waters infrastructure background sits above fourth tier of management within the Council. We could not interview Jane Davis or Helen Beaumont to explore this further.

In addition, technical staff had the distinct impression that bad news was not wanted. Everything was to be positive, hence their description of the situation in key briefings and documents was overly positive – *a programme of work that will progressively improve the odour problems.*



The potential for odours from the plant and ponds was foreseen in the risk register but the risk was understated. If the potential scale and terrible impact of the odours had been fully understood, this may have led to a greater sense of urgency.

While the risk of odours from the TFs was recognised in January 2022, it wasn't identified as significant enough to press for a fast resolution to the insurance questions. This is more understandable given this was new territory but there was no sense of urgency.

#### **Too much confidence in odour mitigation measures**

There was consistent mention made of adding polyaluminium chloride to the wastewater stream to facilitate the removal of solids from the waste stream, and the addition of hydrogen peroxide to the wastewater to help meet the oxygen demand exerted by the treatment processes. While these measures would help with the treatment process, they were not going to replace 60% of the biological oxygen demand (BOD) treatment capacity.

The solution that was going to address the odour issues through the winter was the temporary activated sludge plant. While the aerators for this piece of plant were installed and turned on in April, the lift pumps for the temporary return activated sludge system (a critical component) were not turned on until late July 2022. The stench was gone by mid-September.

#### **Supply chain issues underestimated**

Three Waters staff had a plan to repair the plant and hoped that those repairs could be achieved before April 2022. Logistical challenges saw this take until late July 2022.

Global supply chains and shipments started slowing in 2021 because of the COVID-19 pandemic, and got worse in 2022 as a result of the Russian invasion of Ukraine.

The potential for supply chain delays was foreseen in the risk register but the impact was underestimated. The risk management measure was to work closely with procurement staff and shipping agents. To be fair this was new territory for everyone - no-one could reasonably foresee a Ukraine War and the flow on effects.

Staff were emphatic that they did everything they could to expedite delivery of equipment - but this was within a conventional procurement and supply arrangement. Perhaps an ability to go straight to a preferred supplier, and a willingness to spend significantly more money earlier, to achieve priority status with freight services, might have made a difference. There was no sense of desperation.

#### **The result**

The potential scale and impact of the odours was understated, too much confidence was placed in the odour mitigation measures, and supply chain issues were



underestimated. We saw no evidence that reporting of major risks was being escalated within the organisation. The result was that the Elected Members and community were not aware that pond failure and odour production were significant risks. Nor was it made clear just how bad those odours could be.

If these issues had been recognised as serious risks, then the community could have been warned. Partner agencies could have been prepared, monitoring plans could have been put in place, and preliminary advice and support plans developed.

Even now the plant is far from being in robust condition. In a presentation on 30 May 2023 councillors were advised that staff have installed *a temporary 5-year solution ... a highly lean temporary system, with no redundancy, operating at its operational limit ... the lack of redundancy in the temporary systems means any failure in the plant, will affect the performance of the ponds.*

The communities of the eastern suburbs must not be put through this again.

#### 4.2.4 Governance reporting

For the first months the reports were retrospective – only reporting on what had happened. Given the lead time for getting reports written, reviewed and agendas published, the information could be a month out of date.

Councillors were not getting the information they wanted and were feeling frustrated. They wanted to know what was happening in the community and what was planned. The level of questioning increased and sometimes *staff left the meeting with more questions not answered than answered.* The reporting to community boards was no better.

In late April the EMs addressed this themselves by requiring fortnightly updates on what was happening and what was being planned. The updates covered technical issues and community issues. A report was also presented each fortnight, that acted as a formal record of the information included in the presentation from two weeks earlier.

While this frequency of reporting placed considerable pressure on very busy staff, it was justified.

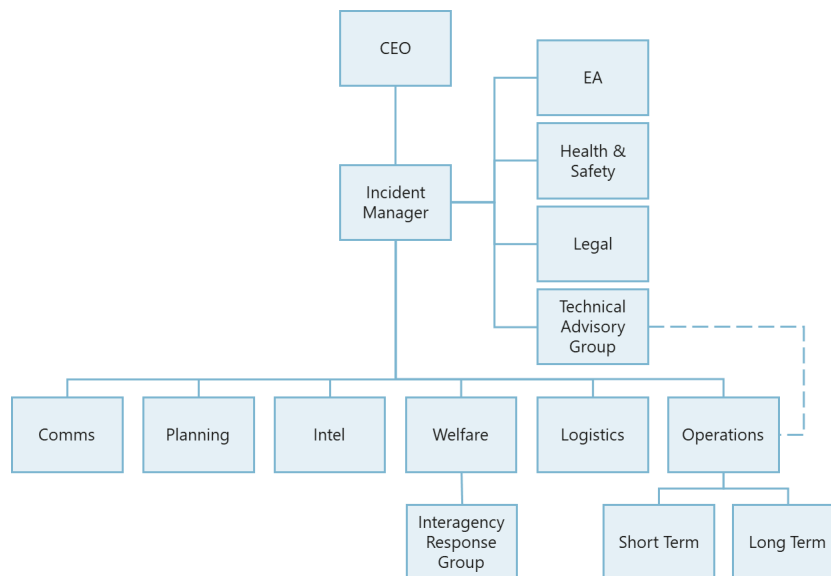
#### 4.2.5 Key Finding: The response/recovery structure was inadequate.

While the initial fire response was managed by a small Incident Management Team (IMT), a Program Management Steering Committee (PMSC) was set up in mid-December 2021 to manage the response/recovery work. This was the most significant mistake made.



What we heard was that the Council is a large, hierarchical organisation with different arms of the organisation primarily focussing on their own activities. Establishing a PMSC gave the impression that this was a business-as-usual project.

The structure that should have been used for the IMT is shown in below and is based on the standard Coordinated Incident Management System (CIMS) model.



This structure offers significant benefits:

Priority	It would have conveyed to the organisation the scale and urgency of the work and made it clear that supporting the response was a priority. Regular attendance by the CE would have reinforced this message.
Resourcing	It would have ensured that resourcing challenges were quickly brought to the top table and facilitated discussions about other work that could be deferred.
Council expectations	Responding with a structure that has leads entitled Planning, Logistics, Intelligence, etc sends a message that this is not BAU, and cultural norms don't necessarily apply.



Roles and responsibilities	<ul style="list-style-type: none"> <li>One of the key roles of the Intelligence Team would have been to keep a register of complaints/notifications from every source and feed this through to the IMT. Staff would have had earlier warning of developing problems, there would have been less of a sense of optimism and a greater sense of urgency earlier on.</li> <li>The addition of a Technical Advisory Group to the structure would have addressed the shortage of engineering/infrastructure expertise within the organisation, especially above fourth tier. It would have ensured that the IMT heard first-hand from a group of selected experts that could provide advice on operational and odour issues. This would have helped to address the poor assessment of risk and the initial sense of over optimism.</li> <li>The standard CIMS structure would have given the Communications Team a seat at the top table straight away and given them a stronger voice in terms of pushing back on the overoptimistic messaging going out.</li> <li>The addition of an Interagency Response Group would have sent a message that the Council was the lead agency and responsible for coordinating the efforts of all other agencies involved.</li> </ul>
Risk management	<ul style="list-style-type: none"> <li>The structure of the risk register would have aligned with the structure of the IMT. There would be more likelihood that supply chain issues, pond failure and the risk of stench would have been recognised as serious risks.</li> <li>The presence of a logistics team would have increased the chances of supply chain issues being identified as risk earlier. Better information combined with a greater sense of urgency would have increased the likelihood of the team being prepared to go straight to a preferred supplier and to spend more money to achieve priority status with freight services.</li> </ul>

There were suggestions from some in the community that a state of emergency should have been declared and assistance requested from central government. A state of emergency is a legal declaration under the Civil Defence and Emergency Management Act, that provides local government with additional powers to deal with events that have proved beyond the capacity of the emergency services. This was not the case here – the emergency services were not overwhelmed. The response was always within the capacity of the Council to manage.



## 4.3 Contributing Factors

### 4.3.1 An organisation already under pressure

The organisation was coming to grips with a new third tier structure at the same time they were trying to respond/recover from the CWTP fire. The letters advising of the new third tier structure went out on the day of the fire.

The water treatment and wastewater treatment plants serving Banks Peninsula came off contract at the start of 2022 and were being brought back in house. While extra staff were being brought on board, the timing was unfortunate.

We were informed that annual staff turnover doubled from just over 10% in 2020 to over 20% in both 2021 and 2022.

The Council's average vacancy levels reached 9% in those two years. To fill some of the vacancies, Council had to recruit staff with less experience and then support them to grow into the roles. The vacancy numbers are likely to understate the overall loss of skill and experience.

The controls imposed during the COVID-19 pandemic meant there were restrictions on public gatherings, 50% of the organisation was working from home and isolation requirements for sick staff and close contacts exacerbated the staff shortages.

Global supply chains and shipments started slowing in 2021, because of the COVID-19 pandemic and got worse in 2022 as a result of the Russian invasion of Ukraine. It was not a good time to be trying to source large, bulky equipment.

The public debate over the size and cost of the Te Kaha multi-use arena and the decision not to adopt the Government's new density rules consumed considerable Council resources from August 2021 through to September 2022.

This was a very difficult time for an organisation to be agile and responsive to its community. The only thing that could have been done differently would have been to free up resources by specifically identifying work that could be stopped or deferred.

### 4.3.2 Lack of a relationships with partner agencies

We interviewed representatives from Environment Canterbury (ECAN), Community & Public Health / Te Mana Ora (CPH), the Ministry of Education (MoE), and the Early Learning Services (ELS). It seemed that the Council didn't have working relationships established with these agencies before the event and it was too late to be building relationships during the response.

After the initial fire response, fortnightly meetings were initiated with ECAN in early February, but there was little interaction with CPH until complaints started building up in March 2022. At that point there was a lack of clarity about who was the lead



agency. Neither ECAN nor CPH considered they were responsible for the type of monitoring and analysis required to answer the health questions that were starting to emerge. CPH had no funding to carry out this work and was reluctant to comment on health impacts until they had better information. Eventually, in late April the Council took the lead role.

This poor coordination between agencies played out while the community was desperate for answers about the health implications of the odours. At least four months were lost when these types of issues could have been sorted and answers for the most likely questions prepared in advance.

From the end of April onwards, CPH did provide valuable support to Council, from both a medical and social impact perspective.

The first contact that MoE and ELS had with the Council (the mayor) was not until mid-May. By then, schools and ELS had already been experiencing problems. Trying to keep the odour out of the classrooms required shutting doors and windows and running air purifiers (if they had them). COVID-19 controls required that windows be kept open for ventilation purposes.

The smell could be so bad that children didn't want to go outside and certainly didn't want to eat their lunch outside. In effect, every day was like a wet day - which placed more pressure on the staff and the children. Younger children would start gagging on the smell.

Once the Council did acknowledge there was a problem and started providing support to schools and ELS, things improved dramatically over the second five months:

- Regular updates started being provided. This was critical because schools and ELS are a trusted source of information to their communities.
- Grants were provided to schools and ELS to assist with the purchase of air purifiers and any other resources that may assist. This was much appreciated.

There has been little contact since the odour issues were resolved.

## 4.4 Positives

### 4.4.1 Some things went okay

#### **Communications reference group**

A Communications Reference Group (CRG) was established, which could have been a helpful mechanism for engaging with the affected communities. However, the terms of reference for the CRG caused tension. Staff interpreted the role of CRG was to provide input on Council communications, but this was not practical as website



information was being updated daily. Community representatives expected there would be more of an opportunity for an operational discussion – an update on significant issues coming up and a chance to ask questions that the community wanted answers to. Opportunities for genuine engagement were missed.

If the meetings were intended to start rebuilding a relationship between the Council and key opinion leaders within the affected communities, it didn't work. Community representatives felt they were being managed. There was a strong feeling that an independent chair/facilitator would have helped ensure the best outcome for all.

There was positive feedback about Community & Public Health / Te Mana Ora (CPH) attendance at these meetings. There was definite value in CPH being able to understand the issues first-hand and to be able to answer questions.

### **Compensation**

The community support package agreed by the Council was a significant move to assist the affected communities.

Staff were asked to develop a community support package for consideration by Council at the start of May. Considering the work pressures, it was an impressive effort to develop a package including eligibility rules that was confirmed at the Council meeting of 26 May 2022.

However, many in the community felt that it was rushed and not well thought out. The zone boundaries were seen as arbitrary, South New Brighton was excluded and there were not enough Prezzy Cards at the start. These issues were eventually addressed but they detracted from a proposal that had good intentions.

Feedback from the community representatives we met suggested that while the support was accepted, it didn't make up for what they had been through. Most of the community representatives we spoke to would have preferred that the funding allocated to the support package had been spent earlier to speed up repairs and shorten the period they were exposed to the odours.

Four community groups partnered with the Council to manage the process of distributing the cards and they did a good job under stressful conditions.

A common piece of feedback we received here was that the Council lost an opportunity for their own staff to engage with the affected people, hand out the cards, hear their stories, answer their questions, and identify those that could benefit from further support and counselling. It is likely this wasn't considered an option because of the considerable workload this would have imposed on already stretched staff resources.

### **Iwi/Māori liaison**



Early in the process, Council reports were forwarded to Iwi for their information. There was no feedback provided. A resignation of a key staff member and difficulty recruiting a replacement saw this supply of information cease.

There were no briefings or reports presented face-to-face with Iwi on the CWTP fire response. It is likely that Iwi would have a real interest in the effects of the fire and in particular the standard of compliance with the resource consent conditions for the wastewater outfall.

An Ocean Outfall community liaison group had been established but stopped meeting in 2017 due to poor attendance. The liaison group included representatives from Ngāi Tahu and Ngāi Tūāhuriri. This might have been a good time to restart the group.

The Ngā Hau e Whā National Marae is immediately adjacent to the CWTP. There was no direct contact with the marae.

#### 4.4.2 Some things went really well

##### Technical response

The CWTP is the second largest in the country and has a book value in the order of \$700 million (including the ponds). It is the largest single asset the Council owns.

Losing 60% of the biological oxygen demand (BOD) treatment capacity of the plant overnight was a near crippling blow. Council staff made wide ranging enquiries, but this situation was unprecedented.

The consensus from those that understood the challenge, was that the Three Waters team did an amazing job of keeping a badly damaged plant operating, delivering the service to the residents of Christchurch, and achieving a temporary repair by the end of July 2022.

##### The second five months (May – September 2022)

Once the Council recognised that this was a people issue far more than a technical challenge the performance improved dramatically. There was consistent positive feedback from those we interviewed:

- The contractors responsible for removing the burnt material from the trickling filters (TFs) were recognised for completing this challenging task ahead of schedule.
- Once the Citizens & Community Group (CCG) and, in particular, the Community Partnerships Team got involved at the end of April the relationship with the community started to improve. They did a great job.
- An Interagency Social Response Group was established by the CCG in June 2022 that helped coordinate the provision of support to the affected communities.



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This group included representatives from Ministry of Education, MSD, CPH and Pegasus Health.

- Once it was recognised that air quality monitoring was required, the staff responsible did a good job of getting the right equipment and establishing a monitoring and reporting regime.
- Once the paint discolouration was acknowledged as an issue the staff response was outstanding. Mention was made several times of their willingness to come out to site and meet with concerned residents. These face-to-face meetings were very much appreciated. This was considered to be a good example of how to lead with a social response.
- The graphics produced by the Communications Team that showed how the CWTP operated and that provided updates on pond health received many favourable comments.



## 5 Conclusions

For the first six months after the fire, there was not enough consideration given to the risks of odours and how these might affect the neighbouring communities. Months were lost because the Council systems let them down:

1. The approach to risk assessment and risk management was too optimistic. The potential scale and impact of the odours was understated and too much confidence was placed in the odour mitigation measures. It was not made clear just how bad those odours could be.

Elected members and the community were not aware that pond failure and odour production were significant risks until it was obvious. Even now, the plant is far from being in robust condition.

2. Complaints about odour never stopped from the day of the fire and started ramping up markedly in March 2022. However, there was no coordinated monitoring and reporting on incoming complaints. A valuable source of intelligence was left untapped, and the chance of an early warning was lost.

If these failings had been addressed, then the Council could have been warned earlier and responded faster. Partner agencies could have been prepared, monitoring plans could have been put in place, and preliminary advice and support plans developed.

The decision to manage the response using a Program Management Steering Committee was the most significant mistake made. A full-scale Incident Management Team (IMT) should have been established very early on in the process. The structure for the IMT should have been based on the standard Coordinated Incident Management System (CIMS) model, with fine tuning to meet the specific circumstances.

This structure would have conveyed to the organisation the scale and urgency of the work and made it clear that supporting the response was a priority. Regular attendance by the CE would have reinforced this message.

Even before the fire, the relationship between the communities of the eastern suburbs and the Council was strained. These communities don't have the same depth of advocacy resources as others in Christchurch. This meant it took a long time for the Council to hear the message and understand just how badly these communities were suffering. The relationship needs to be rebuilt.

These two key issues are addressed by recommendations. Other issues also adversely affected the speed and standard of the response, and they are addressed through suggestions for improvement.



## 6 Recommendations & Suggestions for Improvement

### 6.1 Recommendations

If the relationship between the communities of the eastern suburbs and the Council had been in a better state, it might not have taken so long for the Council to understand how badly these communities were suffering. The relationship needs to be rebuilt.

#### Recommendation 1

That the Council:

1. **Prioritises** strengthening and sustaining effective and respectful relationships with the affected communities, so as to regain their trust and confidence. This should include:
  - a) An agreed relationship management strategy
  - b) Appropriate mechanisms for monitoring the health of the relationship
  - c) Effective and appropriate channels for communication and engagement
  - d) Clear accountability for the Chief Executive to ensure this is implemented within the Council organisation

An Incident Management Team (IMT) should have been established to manage the response and recovery. A structure based on the CIMs model would have conveyed to the organisation the scale and urgency of the work and made it clear that this is not business as usual, cultural norms don't apply, and supporting the response is a priority.

The structure of the risk register would have aligned with the structure of the IMT. There would have been more likelihood that supply chain issues, pond failure and the risk of stench would have been recognised as serious risks.

One of the key roles of the Intelligence Team (within the IMT structure) would have been to keep a register of complaints/notifications from every source and feed this through to the IMT. Staff would have had earlier warning of developing problems.

#### Recommendation 2

That the Council:

- 1) **Endorses** the use of an Incident Management Team (based on the CIMS model) as the standard response structure for significant/large scale events, recognising that fine tuning to the structure may be required in some circumstances,



- 2) **Requires** the Chief Executive to develop a process for determining when the IMT will be deployed, including:
  - a) Assessment criteria,
  - b) Delegations, and
  - c) The mechanisms for ensuring Elected Members have timely visibility of the decision, and
- 3) **Requires** the Chief Executive to ensure the IMT model includes sufficient oversight such that Elected Members can be assured that:
  - a) Resources and processes are sufficiently expedited,
  - b) Community voice is being sought and considered in decision making, and
  - c) Risks and issues are being escalated appropriately.

## 6.2 Suggestions for improvement

The suggestions for improvement have been sorted into categories that align with the key recommendations (Relationship with the Affected Communities and Readiness & Response) and then General Improvements.

### Relationship with the affected communities

1. Council should ensure that the affected communities in the Eastern Suburbs receive regular progress reports on the project to replace the capacity lost through the fire damage to the trickling filters and updates on how the temporary repairs to the plant are performing. The design of the new plant should recognise the critical importance of odour control and resilience.
2. Council should ensure that the affected communities in the Eastern Suburbs receive regular progress reports on the project to relocate the Organics Processing Plant, which they see as closely related to the CWTP.
3. As part of the 2024 LTP process, Council should consider specifically engaging with the communities in the Eastern Suburbs to understand why they feel they are overlooked and develop plans to address this. This report includes suggestions about how to engage, but it would be worthwhile to work with the community representatives from the 2022 Community Reference Group to seek guidance on how best to go about this.
4. The Council should seek advice from Community & Public Health on how best to develop and fund counselling services for those still suffering from the stress induced by the stench caused by the CWTP fire. The community representatives from the 2022 Community Reference Group may be able to help with ways of identifying people in need of this service.



5. Council should ensure that copies of this report available is made readily available to the communities in the Eastern Suburbs, including in public libraries, community facilities and so on.
6. Council should consider establishing a CWTP liaison group. Ensure there is good representation from immediate neighbours (including the marae).

#### **Readiness and response**

7. Council should identify suitable candidates that can operate as the IMT work stream leads and ensures that suitable CIMs training is provided, documented, and reported to Council.
8. Council should develop a Communications & Engagement Strategy for such large-scale events that:
  - Recognises the importance of early face-to-face communication with affected communities. These are valuable opportunities to have conversations, answer questions, build trust and gain an understanding of the pressures people are facing.
  - Makes more use of Community Boards and local staff to engage with affected communities.
  - Makes more use of drop-in centres located within the affected communities, where residents can talk to subject matter experts about what is happening and get answers. These one-to one discussions also help to identify those that need extra support.
  - Makes more use of schools and early learning services to convey information – they are seen as trusted advisers.
  - Makes provision for the appointment of Navigators to assist and support those worst affected.
9. Council should work with key agencies such as MoE, CPH, Police, MSD, Oranga Tamariki and ECAN to establish a small Metropolitan Leaders Group where the leaders of each organisation meet at least four times per year to discuss key issues affecting Christchurch.

#### **General Improvements**

10. As part of the 2024 LTP process, Council should consider allocating a corporate budget to the Communications Team. This will ensure their voice is heard, that communications are accurate, and the reputation of the organisation is better protected.
11. Council should make more use of an independent Chair/Facilitator when establishing working groups/liaison groups that include community



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representatives. The Council always needs to be aware of the perceived power imbalance in these situations.

12. The Chief Executive should be requested to implement a culture change programme that leads to greater transparency in the assessment and reporting of risks within the organisation.
13. Council should engage with Iwi and the Ngā Hau e Whā National Marae to gain a better understanding of how they would expect to be involved in the case of a similar event.
14. As part of the professional development of third and fourth tier managers Council should introduce training workshops designed to help staff manage the dual expectations of minimising liability and helping their community in times of crisis. Involvement by the CE and GMs is essential to help reinforce this message.
15. Council should consider reestablishing the Ocean Outfall Community Liaison Group (that includes iwi).



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### 6.3 Process from here

Once the Council has considered this report and decided which recommendations and suggestions it wishes to implement, staff should be asked to present a proposed program of work. It is expected that all work should be underway within eighteen months.

Regular progress reports should be provided to EMs so that they can be assured that changes are being made.

Some pieces of work are short-term, and it will be relatively straight forward to assess if the work has been successfully completed. Other work will take some time to have an effect and other measuring techniques will need to be considered, however regular reporting to the affected communities about progress with implementation of the recommendations will assist in rebuilding trust and repairing the relationships. This must remain a focus for the Council.

A follow up review to assess progress in responding to these findings in 12 to 18 months could be considered.

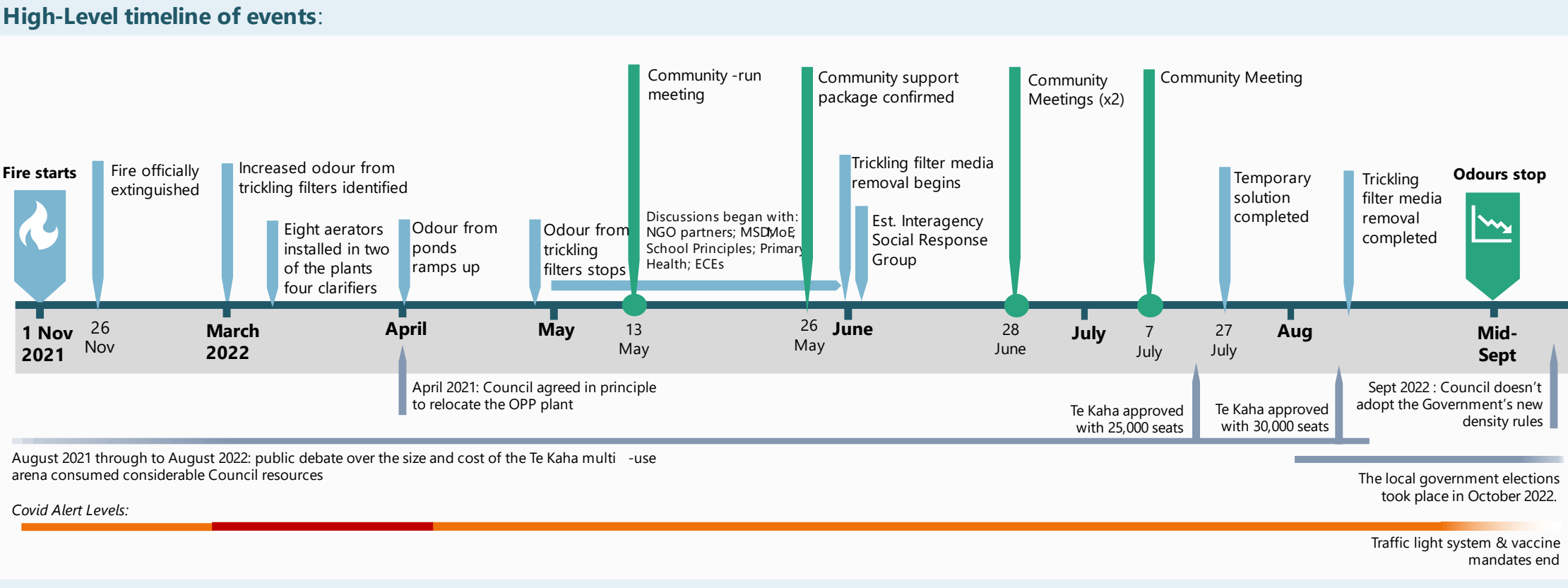


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## 7 Appendices

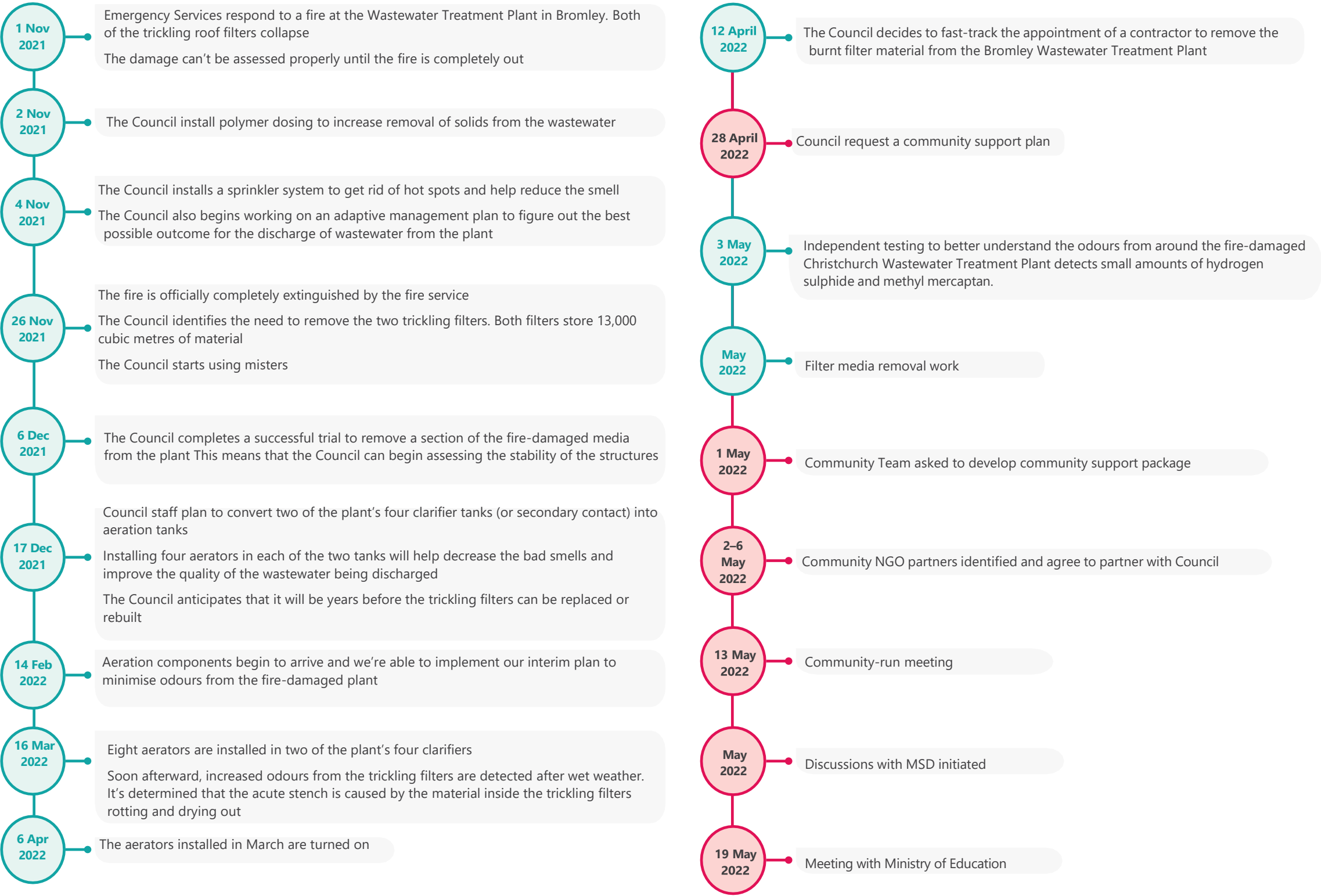


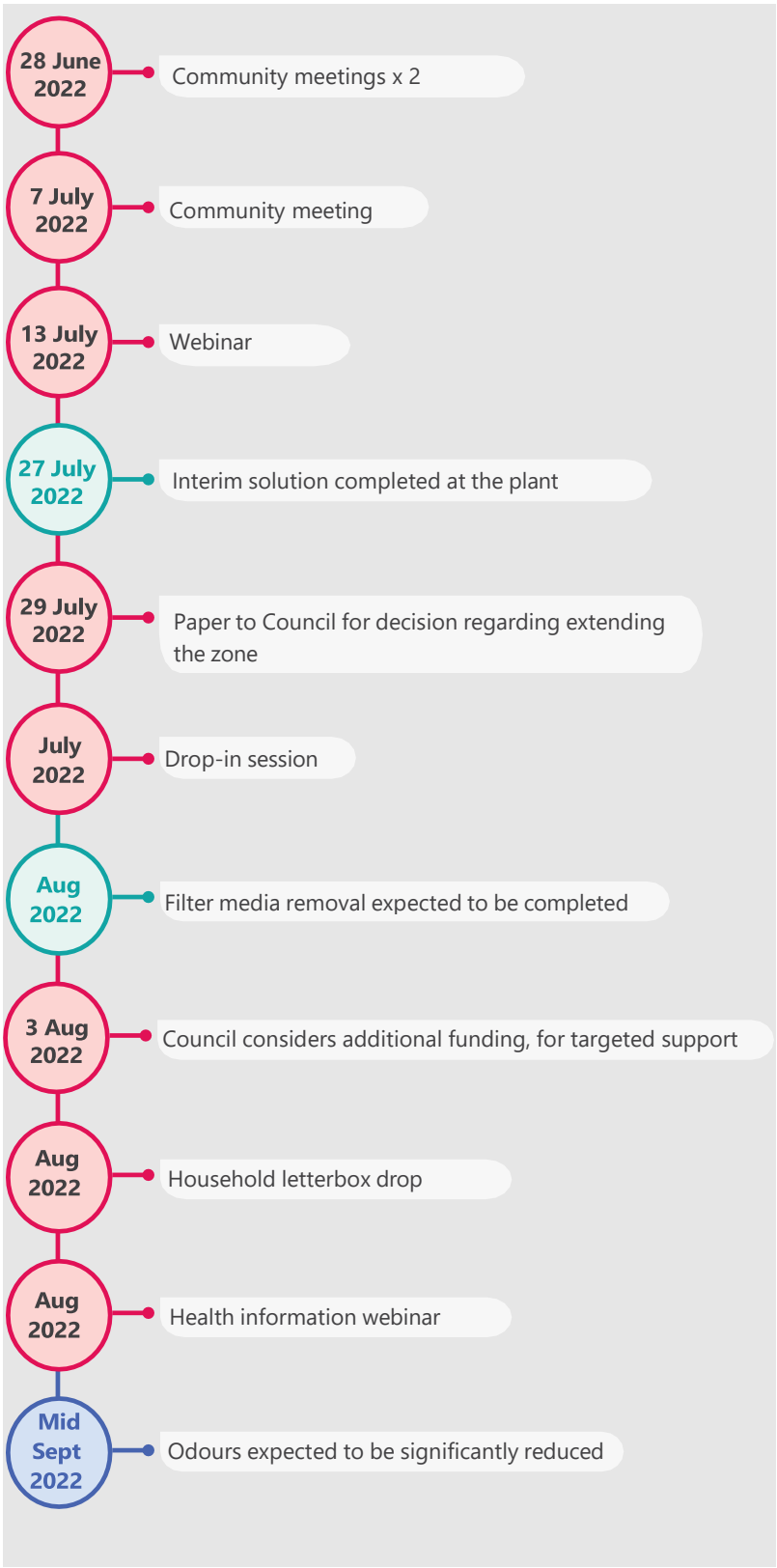
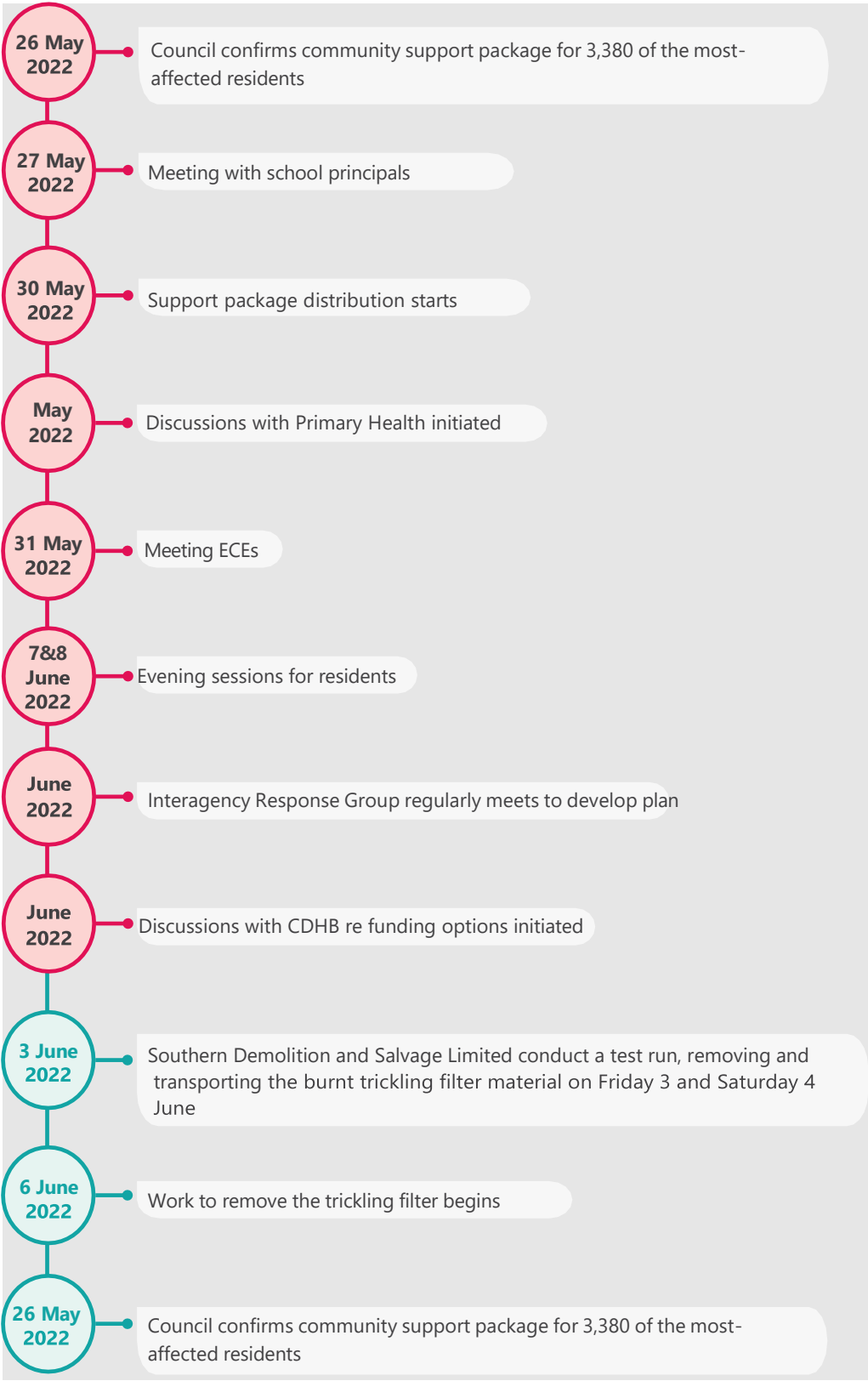
7.1 Appendix 1: High-Level timeline





7.2 Appendix 2: Council's Detailed timeline of events







### 7.3 Appendix 3: The people we met with

Name	Role/Representing
Adam Twose	Council Staff (current or former)
Adrian Seagar	Council Staff (current or former)
Andrew Turner	Former Deputy Mayor
[REDACTED]	Community Representatives
Annette McGowan	Community Representatives
[REDACTED]	Council Staff (current or former)
[REDACTED]	Kids First Kindergartens
Celeste Donovan	Elected Members (current or former)
[REDACTED]	Ngai Tahu
Cheryl Brunton	Community & Public Health
[REDACTED]	Ministry of Education
Dawn Baxendale	Chief Executive
[REDACTED]	Council Staff (current or former)
Don Gould	Community Representatives
Elizabeth Neazor	Council Staff (current or former)
Gary Watson	Council Staff (current or former)
Gijs Hovens	Council Staff (current or former)
[REDACTED]	Community Representatives
Jackie Simons	Elected Members (current or former)
[REDACTED]	Community Representatives
Johannes Welsch	Environment Canterbury
Katy McRae	Council Staff (current or former)
Kelly Barber	Elected Members (current or former)
Kelly Gibson	Community Representatives
[REDACTED]	Ngā Hau e Whā National Marae
[REDACTED]	Environment Canterbury
Kurt Scoringe	Council Staff (current or former)
Lianne Dalziel	Former Mayor
Louisa Taylor	Community Representatives
Lucy De-Ath	Community & Public Health
[REDACTED]	Kids First Kindergartens
[REDACTED]	Community Representatives
[REDACTED]	Environment Canterbury
Mary Richardson	Council Staff (current or former)



Michael Croucher	Council Staff (current or former)
Nigel Grant	Council Staff (current or former)
[REDACTED]	Ngā Hau e Whā National Marae
Paul Durie	Community Representatives
Paul McMahon	Elected Members (current or former)
[REDACTED]	Community Representatives
[REDACTED]	Ngā Hau e Whā National Marae
Sam MacDonald	Elected Members (current or former)
[REDACTED]	Community Representatives
Sarah McKay	Community Representative
Sean Rainey	Council Staff (current or former)
[REDACTED]	Kids First Kindergartens
Simon Makker	Council Staff (current or former)
Stephen McPaikē	Community Representative
[REDACTED]	Community Representative
Tim Drennan	Council Staff (current or former)
Vickie and Andy Walker	Community Representative
Yani Johanson	Elected Members (current or former)



## 7.4 Appendix 4: List of documents provided by CCC

Outlined below are all the documents that provided by CCC.

### Communication Strategies:

- Bromley Wastewater infographic – “Oxidation ponds health tracker” (August 2022)
- Bromley Wastewater infographic – “Oxidation ponds health tracker” (July 2022)
- Bromley Wastewater infographic – “Oxidation ponds health tracker” (November 2022)
- Bromley Wastewater infographic – “Oxidation ponds health tracker” (September 2022)
- CCC Bromley Community Support Fund A5 booklet – “Wastewater Treatment Plant Fire Support Package” (May 2022)
- CCC Communications plan – “Wastewater Treatment Plant Fire - Removal and disposal of material, Hurunui & Waimakariri districts” (31 May 2022)
- CCC Communications plan – “Wastewater Treatment Plant fire mid-term recovery plan” (Updated May 2022)
- CCC Draft Communications plan – “Paint Discolouration” (October 2022)
- CCC flyer – “Christchurch Wastewater Treatment Plant: Fire update” (November 2021)
- CCC flyer – “Important health information” (August 2022)
- CCC flyer – “Update on the Christchurch Wastewater Treatment Plant” (May 2022)
- CCC flyer – “Wastewater treatment plant fire update” (January 2022)
- CCC House discolouration poster A3 – “Do the walls of your home look like this?” (October 2022)
- CCC newspaper ad – “Update on the Christchurch Wastewater Treatment Plant” (May 2022)
- CCC Notice – “SWN Wastewater Treatment Plant – trickling filter material removal”
- CCC Wastewater fire update mailout – “Wastewater Treatment Plant recovery update” (August 2022)

### Council Briefings:

- CCC council briefing – “Bromley Odour Update” (February 2023)
- CCC council briefing – “Bromley Odour Update” (n.d.)
- CCC council briefing – “Community Support: Response to Waste Treatment Odour” (May 2022)
- CCC council briefing – “Community wellbeing response to WWT fire” (July 2022)
- CCC council briefing – “CWTP Process Options Assessment” (August 2022)
- CCC Wastewater Treatment Plant – Community Wellbeing Response (July 2022)



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**ELT & Council Memos:**

- CCC memo – “Bromley update - organics processing plant and wastewater treatment plant” (28 April 2022)
- CCC memo – “Christchurch wastewater treatment plant - effluent discharge quality” (23 May 2022)
- CCC memo – “Christchurch Wastewater Treatment Plant – flooding event” (15 July 2022)
- CCC memo – “Christchurch Wastewater Treatment Plant - recovery of oxidation ponds” (11 July 2022)
- CCC memo – “Christchurch Wastewater Treatment Plant Fire - Location of odour complaints” (1 March 2022)
- CCC memo – “Odour Analysis from Christchurch Wastewater Treatment Plant” (2 May 2022)
- CCC memo – “Recovery plan for interim operation of the wastewater treatment plant” (16 December 2021)
- CCC memo – “Recovery progress at the Christchurch Wastewater Treatment Plant” (8 April 2022)
- CCC memo – “Support package for Bromley residents to be considered at Finance and Performance Committee” (20 May 2022)
- CCC memo – “Update on the Christchurch Wastewater Treatment Plant” (28 March 2022)
- CCC memo – “Wastewater Treatment Plant – Update” (23 November 2021)
- CCC memo – “Wastewater Treatment Plant blog updates - 3 June 2022” (3 June 2022)
- CCC memo – “Wastewater treatment plant update” (3 March 2023)
- CCC memo – “Wet weather overflow consent (CRC182203): Non-compliance challenges” (3 February 2022)

**ELT Minutes & Briefings:**

- CCC Briefing to the Chief Executive – “Wastewater plant - interim operations following the fire” (11 November 2021)
- CCC Executive Leadership Team – “5. Christchurch Wastewater Treatment Plant Process Options Assessment: Progress Report” (27 July 2022)
- CCC Executive Leadership Team – “6. Response to Wastewater Treatment Plant fire” (10 August 2022)
- CCC Executive Leadership Team – “8. Christchurch Wastewater Treatment Plant Process Options Assessment: Permanent Recovery Recommendation”
- CCC Executive Leadership Team – “8. CWTP Procurement Options” (6 April 2022)
- CCC Executive Leadership Team – “8. WWTP Update” (29 June 2022)
- CCC Executive Leadership Team open minutes (10 August 2022)
- CCC Executive Leadership Team open minutes (26 October 2022)
- CCC Executive Leadership Team open minutes (27 July 2022)
- CCC Executive Leadership Team open minutes (29 June 2022)
- CCC Executive Leadership Team open minutes (6 April 2022)



- CCC Executive Leadership Team open minutes (6 July 2022)
- CCC memo – “Contractor Health, Safety and Wellbeing Events – CWTP” (14 July 2022)
- CCC memo – “Wastewater treatment plant fire - operational response” (4 November 2021)

**Other Documentation:**

- “2022 Wastewater treatment plant fire recovery – Council communications outputs” (n.d.)
- “Sewer Crisis: Community data on health effects of CCC owned facilities” (June 2023)
- “Three Waters Org Chart” (16 March 2023)
- CCC – “Christchurch City Council Delegations Register: Legal Services” (17 March 2023)
- CCC – “Christchurch Wastewater Treatment Plant: Community Board Briefing” (15 August 2022)
- CCC – “Update on Christchurch Wastewater Treatment Plant’s Trickling Filter Short Term Solution” (30 May 2023)
- CCC Programme Management Steering Committee – “Christchurch Wastewater Treatment Plant Recovery and Rebuild Programme: Programme Management Plan” (n.d.)
- Engeo Limited – “Bromley Black Staining and Mould Investigation” (28 July 2022)
- Jacobs – “Air Quality Monitoring: CWTP and Surrounding Suburbs, Winter 2022 Odour Event, SiFT-MS Sampling Programme” (28 February 2023)
- Resilient Organisations – “CCC Bromley Response: Reflections and Options for Consideration” (24 August 2022)
- Spreadsheet - Hybris Wastewater Treatment Plant Complaints (n.d.)



## 7.5 Appendix 5: Reports of Odour Nov 21 – March 23

Month	ECAN Smelt-It App	Genesys Interactions	Hybris Complaints	Total
Nov-21	846			846
Dec-21	259			259
Jan-22	102			102
Feb-22	102			102
Mar-22	427			427
Apr-22	1643		76	1719
May-22	5613	118	285	6016
Jun-22	1565	549	78	2192
Jul-22		115	0	115
Aug-22		367	13	380
Sep-22		120	12	132
Oct-22		5	0	5
Nov-22		6	1	7
Dec-22		0		0
Jan-23		1		1
Feb-23		0		0
Mar-23		2		2
<b>Total</b>	<b>10557</b>	<b>1283</b>	<b>465</b>	<b>12305</b>

### Notes;

- Council initially had access to the Smelt-It App raw data up until 14 June 2022 when access was stopped over concerns regarding data security. Complaints were still coming in after 14 June, but the data cannot be accessed.
- An examination of the Smelt-It App record shows a fair percentage of the early complaints related to odours from the OPP, or used burnt plastic and smoky/woody/resinous as descriptors. By late November sewer odour and faecal/sickening were the most common descriptors of the smell.
- The Smelt-It App asks users to rate the smell on a 0 – 6 scale. The top end of the scale looks like this:
  - I can't use my outside areas - if I keep the windows closed its OK inside.
  - I can smell the odour inside my house.
  - I can't use my house for certain activities because of the smell.
  - I don't want to be at home because of the odour.

The average rating of complaints logged was 4.5, which is very bad.



## 7.6 Appendix 6: Restrictions

This report is issued pursuant to the terms and conditions set out in our contract dated 21 February 2023.

### 3.1.1 Purpose of the report

This report has been prepared solely for the purposes stated in this report and should not be relied upon for any other purpose. We accept no liability to any party should it be used for any purpose other than that for which it was prepared.

### 3.1.2 Disclaimer

The statements and opinions expressed in this report have been made in good faith, and on the basis that all information relied upon is true and accurate in all material respects, and not misleading by reason of omission or otherwise.

The statements and opinions expressed in this report are based on information available as at the date of the report.

We have not independently verified the accuracy of information provided to us, and have not conducted any form of audit in respect of the organisation for which work is completed. We express no opinion on the reliability, accuracy, or completeness of the information provided to us and upon which we have relied.

Any investment or other decisions taken in response to this report are the responsibility of the client, and not Tregaskis Brown Ltd or its employees. Therefore, any liability of Tregaskis Brown Ltd and our representatives is limited to not exceed the fees paid to us under the terms and conditions set out in our contract.

### 3.1.3 Future Amendments

We reserve the right, but will be under no obligation, to review or amend our Report, if any additional information, which was in existence on the date of this report, was not brought to our attention, or subsequently comes to light.

Capital Endowment Fund Decision Matrix – Eastern Communities Relationship Project

Lead Unit	Project Details	Project Funding	Staff Recommendation
Community Support & Partnerships Unit	As noted in the Wastewater Treatment Plant Fire Response and Recovery Review, on 1 November 2021, a major fire destroyed the trickling filters at the Christchurch Wastewater Treatment Plant (CWTP), knocking out approximately 60 percent of the treatment capacity of the plant. This meant that the treatment ponds were significantly overloaded during the colder winter months, when they are at their most vulnerable. The overloaded ponds and the burnt material remaining in the trickling filters created a stench that lasted for months. Noxious gases caused paint to blacken on some houses, and at times the smell reached right across Christchurch but, nearly every day, it badly affected people who lived in the eastern suburbs. A community who, for a range of reasons, had limited options for managing the impacts of the stench in their lives. Even before the fire, the relationship between the communities of the eastern suburbs and the Council was strained. The report identified that these communities do not have the same depth of advocacy resources or connection to the Council as other communities in Christchurch. This meant it took a long time for the Council to hear the message and understand just how badly these communities were suffering. By improving and rebuilding the relationships with these communities, this will prevent similar situations occurring in future.	<b>Total Project cost</b> \$130,000 <b>Amount requested from CEF</b> \$130,000 <b>Contribution sought towards</b> <ul style="list-style-type: none"><li>Resourcing in terms of staff, external facilitator and quick win projects.</li></ul> <b>Other sources of funding</b> <ul style="list-style-type: none"><li>Staff from the Waitai and Community Support Teams</li><li>CDEM Community Resilience Advisors.</li><li>Operational and capital projects that can be delivered/re-prioritised with in existing levels of service.</li></ul> <b>Ongoing operational expenses</b> <ul style="list-style-type: none"><li>N/A</li></ul>	That the Council:  1. Approves a grant of \$130,000 from the 2023/24 Capital Endowment Fund to the Council's Community Support and Partnerships Unit to resource a project with the goal of improving Council's relationship with the Eastern Communities.  2. Notes that reporting on the outcomes of this project will be provided to the Waitai Coastal-Burwood-Linwood Community Board, the Council and the Chief Executive.
<b>Project Brief</b>  This application is to support a project to improve Council's relationship with the Eastern Communities.  Following the fire at the Waste Water Treatment Plant an independent review of the Council's response to and the recovery following the fire was undertaken by Tregaskis Brown Ltd. This report identified that even before the fire, the relationship between the communities of the eastern suburbs and the Council was strained. The report identified that these communities do not have the same depth of advocacy resources or connection to the Council as other communities in Christchurch. This meant it took a long time for the Council to hear the message and understand just how badly these communities were suffering. By improving and rebuilding the relationships and trust with these communities, this will prevent similar situations occurring in future.  This project will look to begin repairing the Council's relationship with the communities in the East of the City.	This project will aim to implement the first recommendation from the report, that the Council prioritises strengthening and sustaining effective and respectful relationships with the affected communities, so as to regain their trust and confidence.  In order to achieve this, this project will break the components into three key work streams, much of which will overlap. The first is related specifically to the Waste Water Treatment Plant and improving the communication with the community on the future of the plant and any resolution to the situation. The second work stream relates more specifically to the first recommendation from the review. This will look to understand the needs of the community and begin building trust and a better relationship with the community across the East of the City. The focus will be on the Waitai Coastal-Burwood-Linwood Community Board area. Part of this work will include appointing an external facilitator to work with these communities as well as an internal project manager/development advisor, to bridge the gap with the Council and assist in building the social cohesion/capital of the community. The third work stream looks more to the future and an interagency response. Once the new Government has established their priorities, Council will work with those agencies to promote and help prioritise the needs of the community within their work programmes. <b>Outcomes</b> <ul style="list-style-type: none"><li>Implementation of recommendation one of the Review detailed in the rationale below.</li><li>Appointment of an external facilitator to work to understand the needs of the community and to build social cohesion/capital.</li><li>Appointment of a project manager to facilitate and internal team within Council across various Council units in order to assist with understanding the communities needs, rebuild trust with the community and prioritise what matters most to them.</li><li>Appointment of a coordinator to assist with the Waste Water Treatment Plant Response in order to improve the reach of the Council to communities that we have not been able to engage with.</li><li>Prioritise two FTE's from the Civil Defence Team to focus on coastal response planning, community response planning for the Waitai Board Area, Tsunami warning and risk planning.</li><li>Where possible, implement quick wins for the community to show that the Council is hearing and responding to their concerns.</li></ul>		
Organisation Details:	Project Alignment	Staff Comments	
<b>Name:</b> Christchurch City Council	<b>Alignment with Council Strategies</b> <ul style="list-style-type: none"><li>Strengthening Communities Together Strategy (<i>Pillars: People, Place and Participation</i>)</li><li>Waitai Coastal-Burwood-Linwood Community Board Plan 2023-25</li><li>Wastewater Treatment Plant Fire Response and Recovery Review</li></ul> <b>Significance</b> <p>The decision in this report is of medium significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the number of people affected and/or with an interest. Noting that an independent review following the Waste Water Treatment Plant fire was undertaken which emphasised the need for the Council.</p> <b>Category of Capital Endowment Fund</b> <ul style="list-style-type: none"><li>Civic and Community Category</li></ul> <b>Alignment with Capital Endowment Fund</b> <p>This project meets the CEF criteria and will not require ongoing Council operational investment because funding is being allocated to deliver a specific project rather than business as usual functions of Council.</p> <b>Advantages/ benefits?</b> <p>The Wastewater Treatment Plant Fire Response and Recovery Review has identified a need for this project and funding being allocated will enable this to be achieved.</p> <b>Disadvantages</b> <p>There are limited disadvantages to CEF funding for this project aside from pressure on the funding pool.</p> <b>Risks</b> <p>A potential risk if funding is not granted is that the project cannot be delivered as there are no other resources available. This would mean that some of the recommendations from the Wastewater Treatment Plant Fire Response are unable to be implemented.</p>	<b>Specialists Consulted</b> <ul style="list-style-type: none"><li>A copy of the Wastewater Treatment Plant Fire Response and Recovery Review can be found at the following link:</li><li><a href="https://ccc.govt.nz/assets/Documents/Services/Wastewater/Christchurch-wastewater-plant/Christchurch-Wastewater-Treatment-Plant-Response-Review-Report--v2.0-Final.pdf">https://ccc.govt.nz/assets/Documents/Services/Wastewater/Christchurch-wastewater-plant/Christchurch-Wastewater-Treatment-Plant-Response-Review-Report--v2.0-Final.pdf</a></li></ul> <b>Rationale for Recommendations</b> <ul style="list-style-type: none"><li>Recommendation one of the Wastewater Treatment Plant Fire Response and Recovery Review was as follows: That the Council: Prioritises strengthening and sustaining effective and respectful relationships with the affected communities, so as to regain their trust and confidence. This should include:<ul style="list-style-type: none"><li>An agreed relationship management strategy</li><li>Appropriate mechanisms for monitoring the health of the relationship</li><li>Effective and appropriate channels for communication and engagement</li><li>Clear accountability for the Chief Executive to ensure this is implemented within the Council organisation</li></ul></li><li>By approving this funding, Council will be providing the resourcing to deliver this project in a timely manner.</li><li>The Waitai Coastal-Burwood-Linwood Community Board have prioritised and emphasised the need for Council to repair its relationship with the Eastern communities.</li></ul>	



## Report from Finance and Performance Committee - 4 April 2018

### 7. Capital Endowment Fund - Process for Distribution of Funds

Council Resolved CNCL/2018/00001

That the Council:

1. Resolves that the Capital Endowment fund continues to be managed as a separate 'ring fenced' fund that is available to fund projects that are not otherwise provided for through rates revenue or other funding sources available to Council.
2. Agrees that the earnings from the fund be split 40% to civic and community, and 60% to innovation, economic development and environment.
3. Resolves that proposals requesting financial support from the fund are considered by the Council as part of the annual plan process and after six months if there are unallocated funds available in the current financial year.
4. Requests annual and six monthly reports on the:
  - a. current balance of available funding;
  - b. future commitments; and details of expended funds for the current financial year; and
  - c. anticipated demand for funding during the next six months.
5. Resolves that:
  - a. The assessment criteria for proposals in the category of innovation, economic development and environment projects or activities are as follows:
    - i. Evidence of the innovation, economic or environmental benefits that will be provided;
    - ii. Evidence that the benefits will be for the people of Christchurch; and
    - iii. Evidence that the benefits will be experienced now and in the future.
  - b. The assessment criteria for proposals in the category of Civic and community projects and activities are as follows:
    - i. Evidence that the proposal is for a specific project or activity projects;
    - ii. Evidence that the project demonstrates a benefit for the City of Christchurch, or its citizens, or for a community of people living in Christchurch; and
    - iii. Evidence that the benefits will be experienced now and in the future.
6. Resolves that all reports proposing project or activities to be funded by the Capital Endowment fund must include:
  - a. An assessment of the proposal against the agreed assessment criteria for the category of funding to be drawn from, as set out in clause 4. of this recommendation; and
  - b. A clear statement about the effect of the proposed funding on the balance of funds for the category to be drawn from for the period funded.
7. Resolves that a decision to use principal from the fund, including the inflation adjusted component, requires the support of 80% of the Council members present when the vote is taken.

8. Requests advice to be provided to the Council on releasing the inflation adjusted component for the next three years, and advice on the previous allocations following the earthquake, by the end of May 2018.

Councillor Manji/Councillor Gough

Carried

Three Work Streams Collated into Single Reporting to the Chief Executive, Council and Community Board

Workstream One

WWTP Response

- Needs to begin with urgency but a long term process.
- Partner with Three Waters.
- Requires dedicated Comms Advisor.
- Must be able to reach those not online (letter box drops, community meetings).
- Be honest and open with community on timeframes
- Requires a coordinator (**likely a comms advisor**) to link 3 waters, comms and community.
- **Discuss with 3 Waters ASAP to include project in work plan.**

Workstream Two

East Response / Recovery

- This is the main project / priority. The WWTP is part of the problem but the true project is rebuilding the eroded trust with the community right back to the Earthquake days.
- Requires a stock take of all the investment in the East in the last 10 plus years (since the EQ). Include and break down by Parks, Transport, Three Waters etc.
  - **PMO to be requested to provide.**
- This will help to understand whether there is an imbalance between spend by Council Units.
  - **A little like comparing apples with oranges but will also help understand if Units are prioritising different areas of the city.**
  - **Will provide a picture for community on what has been invested in the East.**

Social Cohesion / Social Capital

- **Appoint an external facilitator for six months.**
- Non-Council / unbiased – begin building trust.
- Bring together a panel of community members to understand the needs of the community.
- CDA's to be part of this work – important for relationship building.

Internal Z Team

- **Appoint a Project Manager (not PMO more CDA) for six months.**
- Bring together an internal Z Team made up of various levels, Head to Manager to Operational.
- From Transport, Parks, Urban Planning, Rec and Sport, Comms (a different advisor from the WWTP) and Three Waters (Brent Smith) along with the Waitai Team.
- This will be to hear from the external panel, to consider the stock take of the investment to the East.
- Also, use this panel to prioritise projects in the East that concern community (a road that has been complained about for years, or a park that needs maintenance). Build trust by offering quick wins.

Amenity Value

- Do not underestimate the importance of amenity for community.
- If an area needs a tidy up, bins installing etc – provide this opportunity whether it is Council responsibility.

Tsunami Planning

- **Re-prioritise two resources from the CDEM team to prioritise Tsunami and Response Planning in the East.**

Workstream Three

Interagency Response

- This project is longer term and future facing.
- Central Government need to work through and decide their priorities.
- This group will look at how these priorities align to the East and build relationships with those agencies.

Funding

- **Capital Endowment Fund Application \$130k.**
- External Social Capital/Cohesion Coordinator
- Internal Project and Relationship Manager / CDA
- "Quick Win" Interventions

## 16. Chief Executive Recruitment - Approval of the Position Description

Reference Te Tohutoro: 24/645834

Responsible Officer(s) Te Pou Matua: Mary Richardson, Interim Chief Executive

Accountable ELT Member Pouwhakarae: Mary Richardson, Interim Chief Executive

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

- 1.1 The purpose of this report is for the Council to formally approve the Chief Executive's Position Description (PD) as presented by the Chief Executive Performance and Employment Committee (the Committee).
- 1.2 At its meeting of 19 February 2024, the Committee resolved "that the final Position Description will be reviewed by the Committee and then formally approved by Council." [CEPAE/2024/00004].

### 2. Officer Recommendations Ngā Tūtohu

That the Council:

1. Receive the information in the Chief Executive Recruitment - Approval of the Position Description Report.
2. Note that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Approve the Position Description (Attachment A to this report) be used during the recruitment of a new Chief Executive.

### 3. Executive Summary Te Whakarāpopoto Matua

- 3.1 Westlake Governance Ltd was commissioned to prepare a draft Position Description (PD) for the new Chief Executive.
- 3.2 Westlake facilitated a workshop with the full Council and prepared a draft Position Description. The Position Description has been reviewed by the Committee and is being presented to Council for formal approval.

### 4. Background/Context Te Horopaki

#### Financial Implications Ngā Hīraunga Rauemi

- 4.1 There is no direct cost associated with the acceptance of this Position Description or with requesting minor amendments prior to acceptance. There would be some costs if the Council wanted further consultancy work.

#### Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 4.2 The appointment process should be reasonably straightforward if it is managed carefully and methodically and supported with appropriate advice.

### Legal Considerations Ngā Hīraunga ā-Ture

#### 4.3 Statutory and/or delegated authority to undertake proposals in the report:

##### 4.3.1 Local Government Act 2002 (clauses 33-36).

- Clause 33 Schedule 7, Appointment of *Chief Executive*
- Clause 34 Schedule 7, *Terms of employment of chief executive*

#### 4.4 Other Legal Implications:

##### 4.4.1 Employment Relations Act 2000

- As the employer, the local authority has a range of duties under general employment law, including the Employment Relations Act 2000 and common law.

### Strategy and Policy Considerations Te Whai Kaupapa here

#### 4.5 The required decisions

4.5.1 Is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by noting that the report only seeks the appointment of a recruitment company.

4.5.2 Is consistent with Council's Plans and Policies.

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

#### 4.7 Governance

##### 4.7.1 Activity: Governance and decision-making

- Level of Service: 4.1.25.2 Provide direct advice and support to the Chief Executive and administrative support to the Executive Leadership Team - Provide information, support and advice within 48 hours, or as priorities are agreed.
- Level of Service: 4.1.28.3 Establish and maintain documented governance processes that ensure compliance with the local government legislation - Governance processes are maintained and published on council's website.

### Community Impacts and Views Ngā Mariu ā-Hāpori

4.8 The community has high expectations of the Chief Executive of Christchurch City Council. The process should provide the community with confidence that the appointee has the appropriate knowledge, skills, and attributes to fulfil the requirements of the position.

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

4.9 The Position Description reflects that the Chief Executive plays a key role in developing the partnership with Ngā Papatipu Rūnanga. It indicates that the Chief Executive will need to have a good understanding of the Council's legislative obligations and policy commitments regarding Te Tiriti and the relationship with mana whenua.

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



4.10 The Position Description reflects that the Chief Executive will need to have a good understanding of the Council's Climate Change mitigation and adaptation obligations and commitments.

## 5. Next Steps Ngā Mahinga ā-muri

5.1 Subject to the Council's formal approval, this Position Description will be used in the recruitment process for the new Chief Executive



Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Chief Executive Position Description	24/664672	256

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Authors	Mary Richardson - Interim Chief Executive Megan Pearce - Manager Hearings and Council Support
Approved By	Mary Richardson - Interim Chief Executive

## Chief Executive Position Description



<b>TITLE:</b> Chief Executive	<b>TERM:</b>
<b>REPORTS TO:</b> Council (Mayor and Councillors)	<b>DIRECT REPORTS:</b> 7
<b>LOCATION:</b> Christchurch, New Zealand	<b>INDIRECT REPORTS:</b> 3000 FTE

### About Christchurch

Ōtautahi Christchurch is the largest city in the South Island, the second largest in the country. It covers a land area of 149,600 hectares and has an estimated population of 396,200. The population comprises 384,800 people in the Christchurch urban area, 3,180 people in the Lyttelton urban area, 1,650 people in the Diamond Harbour urban area, and 6,570 people in rural settlements and areas. Christchurch is located in the takiwā of Ngāi Tūāhuriri Rūnanga, Te Hapū o Ngāti Wheke, Te Rūnanga o Koukourārata, Ōnuku Rūnanga, Wairewa Rūnanga, and Te Taumutu Rūnanga within our district.

Christchurch's GDP is approximately \$30 billion which is the second largest in New Zealand after Auckland. As one of New Zealand's largest and most progressive cities, Christchurch and Banks Peninsula is home to a vibrant community of galleries, museums, theatres, festivals, music venues, sports, recreation and events. It is the gateway to the Canterbury region with vast plains to snow-capped mountains, braided rivers, coastline to glacial lakes and a diversified regional economy including agriculture, industry, fishing, forestry, tourism, and energy resources.

### About Christchurch City Council

Christchurch City Council comprises a Mayor and 16 elected councillors. Additionally, Christchurch City Council has a strong community governance model with six community boards governed by 53 elected members (including councillors). The Council has one of the broadest range of functions of any New Zealand Council. In addition there are a number of Council Controlled Organisation (CCOs), including a number of trading enterprises monitored by Christchurch City Holdings.

The draft Long-term Plan 2024-2034 plans for \$16.8 billion budget over 10 years, including capital expenditure of \$6.5 billion and operating expenditure between \$835 million and \$989 million a year over the 10 year period. Like all other local authorities in New Zealand, the Council faces multiple financial challenges, including significantly increased debt servicing costs, significantly increased insurance costs, challenging asset renewal requirements, and the general increase in costs that a high rate of inflation brings.

Our vision is to make Christchurch a city of opportunity for all – open to new ideas, new people and new ways of doing things – where anything is possible.

### Purpose of the Position

The Chief Executive of Christchurch City Council is a servant of and advocate for the Council and residents of Christchurch. The Chief Executive is accountable for ensuring the Council delivers its commitments to the communities it serves and enhances the well-being of Christchurch residents.

The Chief Executive will lead a large and complex organisation with a diverse team of people and is

responsible for effective leadership and management of the Council's resources, services, and projects, and the provision of quality, timely advice to the Mayor, Council and community boards.

Christchurch City Council is seeking a Chief Executive who will provide visible and inspirational leadership and foster a culture of high-performing and engaged teams delivering high quality, value for money services. A core component of the role will be to strengthen the organisation and its reputation. You will be a leader who builds and maintains strong relationships with stakeholders, locally, regionally and nationally.

### Key Responsibilities

The Local Government Act 2002 (LGA) prescribes the Chief Executive's responsibilities. The role of Chief Executive for Christchurch City Council will include responsibility for:

<b>Leadership and Culture</b>	<ul style="list-style-type: none"> <li>▪ Motivate and inspire staff to achieve the aims and objectives contained within the Council's policies and plans.</li> <li>▪ Create and role model a culture of performance, accountability, and delivery of outcomes.</li> <li>▪ Develop and maintain a well-functioning and cohesive Executive Leadership Team that provides collective leadership to the organisation.</li> <li>▪ Ensure the Council's internal ways of working are outcome-focused not process-focused, are adaptable and responsive to customer and community needs, and deliver value to residents.</li> <li>▪ Build trust and ensure that there are open channels for honest two-way feedback and ideas.</li> <li>▪ Lead and empower a diverse team (internally and externally) towards common goals to better the city.</li> <li>▪ Foster an inclusive workplace where diversity is valued.</li> </ul>
<b>Governance Advice</b>	<ul style="list-style-type: none"> <li>▪ Ensure the Mayor, Council and community boards are provided with professional, accurate and timely advice to enable them to fulfil their governance function.</li> <li>▪ Provide quality advice to the Council on strategic policy, legal and statutory obligations, risk and financial matters.</li> <li>▪ Ensure strong and constructive relationships are in place with the Mayor's Office, councillors, local boards and CCOs.</li> <li>▪ Work closely with the Council to develop and implement the strategy, plans and policy.</li> <li>▪ Ensure strong governance relationships with iwi to deliver on the Council's Te Tiriti o Waitangi obligations.</li> <li>▪ Manage the interface between Elected Members and Officers - promoting a positive and respectful relationship.</li> <li>▪ Communicate to the Mayor and councillors on a 'no-surprises' basis that focuses on strategic issues, risk and reputation.</li> </ul>
<b>Operational Leadership</b>	<ul style="list-style-type: none"> <li>▪ Maintain a deep understanding of the Council's vision and values, to guide decision making and implement Council's decisions.</li> <li>▪ Lead the development of the Council's Long-term Plan and Annual</li> </ul>

	<p>Plan.</p> <ul style="list-style-type: none"> <li>▪ Translate Plans and strategies into objectives for the executive team and senior management to align and mobilise people across the Council.</li> <li>▪ Maintain a citizen-centred culture that puts people at the centre of the Council's delivery.</li> <li>▪ Ensure activities are effective and efficient.</li> <li>▪ Ensure the Council's regulatory functions are managed in accordance with statutory requirements.</li> <li>▪ Ensure compliance with all legal and statutory obligations.</li> <li>▪ Ensure the health, safety and wellbeing of our people – at Council and in the community.</li> </ul>
<b>Stakeholder and Relationship Management</b>	<ul style="list-style-type: none"> <li>▪ Ensure the Council develops effective partnerships with mana whenua to enable their aspirations and ensures Māori values are reflected and incorporated across the Council.</li> <li>▪ Build strong, effective and culturally appropriate relationships with key stakeholders.</li> <li>▪ Engage with industry and community bodies to build understanding and connection.</li> <li>▪ Enhance resident and stakeholder trust and confidence in the Council.</li> <li>▪ Ensure the Council's and city's interests are effectively represented at local, regional and national levels.</li> <li>▪ Represent and negotiate on behalf of the Council at local, regional and national levels, promoting inter-council working across the region.</li> <li>▪ Partner closely with central government agencies to enable the delivery of regional priorities for Christchurch.</li> </ul>
<b>Communications</b>	<ul style="list-style-type: none"> <li>▪ Ensure communications are transparent, timely and relevant to the audience/s.</li> <li>▪ Promote, develop and maintain good relationships with the media and public.</li> <li>▪ Ensure an effective communication strategy both internal and external to the organisation.</li> </ul>
<b>Climate Change Mitigation and Adaptation</b>	<ul style="list-style-type: none"> <li>▪ Champion climate change mitigation and adaptation within the Council and the wider community.</li> <li>▪ Ensure the Council meets its carbon reduction target and its environmental performance requirements.</li> <li>▪ Maximise engagement with stakeholders on all aspects of sustainability, carbon reduction and climate change adaptation.</li> <li>▪ Actively balance the needs of today's residents with the needs of future generations, with the aim of leaving no one behind.</li> </ul>
<b>Financial and Risk Management</b>	<ul style="list-style-type: none"> <li>▪ Ensure effective management of the Council's financial position and performance.</li> <li>▪ Develop effective risk management policies, procedures and plans to ensure the highest standards and protect the reputation and assets of the Council.</li> </ul>

	<ul style="list-style-type: none"> <li>Ensure the Council systems and controls are modern, flexible, fit for purpose and proportionate.</li> </ul>
<b>Brand and Reputation</b>	<ul style="list-style-type: none"> <li>Maintain unquestionable integrity, a clear understanding of the Council's brand and desired behaviours, and a focus on community outcomes to guide decision making.</li> <li>Advocate for Christchurch and the Council to build and maintain trust and confidence.</li> <li>Accept responsibility for fronting the Council on operational matters, including in times of crisis.</li> </ul>

### About You

Having proven Chief Executive experience, you are a collaborative and resilient leader who engages and enables, with undoubted integrity, strong accountability and a 'can do' attitude. You will be a strategic thinker with a visionary outlook and possess excellent people management skills that enables you to capture the heart and minds of diverse people and stakeholders, with energy and empathy.

You are self-aware and will be commercially savvy with a strong track record of leadership and building effective partnerships. Emotional intelligence and communication skills are second to none, with a willingness to listen and effectively navigate diverse stakeholders to achieve common goals. Strong problem-solving and decision-making skills come naturally, a critical thinker you will be able to adapt and deliver to achieve.

You are comfortable being uncomfortable and you are motivated by a commitment to public service and community wellbeing. You have a sound understanding of Local Government in New Zealand, and you bring a passion for Christchurch and a desire to understand and connect with the Canterbury community.

### Key Skills and Experience Required

	<i>Essential</i>	<i>Desirable</i>	<i>Nice to have</i>
<b>Personnel attributes</b>			
Collaborative, decisive, diplomatic, resilient, composed, courageous and self-aware	Yes		
Innate customer, community and service orientation	Yes		
Ability to build a high-performing and well-functioning team and culture - leading, engaging, motivating, and empowering other people	Yes		
Ability to work with, gain and maintain the trust of a wide range of internal and external stakeholders	Yes		
Self-leadership and initiative, and self-awareness	Yes		
Strategic thinking and focus - balancing the long-term view	Yes		
Ability and willingness to make decisions and take responsibility for outcomes	Yes		
Sharing credit for success and 'owning' failures and taking on board the learnings	Yes		
Delegating effectively, holding others to account	Yes		
<b>Knowledge and experience</b>			

Demonstrated success as a Chief Executive	Yes		
Proven understanding of local government in New Zealand	Yes		
Understanding of the New Zealand public sector, the concept of public good and the democratic process	Yes		
Experience of working in a highly regulated governance environment	Yes		
Ability to work in a high-profile role (with media scrutiny) with strong public, community, and stakeholder interface	Yes		
Exposure to leading large complex capital projects, and proven experience in delivering these on time and on-budget	Yes		
Fiscal discipline and delivering on financial targets	Yes		
A connection to Christchurch and Banks Peninsula		Yes	
Experience in effectively working with mana whenua and understanding their economic, environmental, cultural, and social aspirations		Yes	
<b>Qualifications</b>			
Tertiary qualifications in a relevant discipline or equivalent experience	Yes		
Postgraduate qualifications		Yes	

## 17. Revoking Superseded External Policies

Reference Te Tohutoro: 24/472571

Responsible Officer(s) Te  
Pou Matua: Evangeline Dispo, Policy Analyst

Accountable ELT John Higgins, General Manager Strategy, Planning & Regulatory  
Member Pouwhakarae: Services

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

- 1.1 This report recommends the Council revokes four superseded and redundant external policies.
- 1.2 Regular reviews of the Council's suite of policies helps us to provide clear guidance to staff and to communicate clearly to the community.

### 2. Officer Recommendations Ngā Tūtohu

That the Council:

1. Receive the information in the Revoking Superseded External Policies report.
2. Note that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Approve the revocation of the following policies as they have been superseded by other Council documents and are no longer fit-for-purpose as further detailed in **Attachment A** to this report:
  - a. Arts Policy and Strategy 2001 (**Attachment B**), superseded by Tōi Ōtautahi – Arts and Creativity Strategy.
  - b. Footpath Battens Policy 1999 (**Attachment C**), superseded by the Christchurch City Council Construction Standard Specifications, Part 6.
  - c. Footpath Berms Policy 1999 (**Attachment D**), superseded by the Christchurch City Council Construction Standard Specifications, Part 6 and Chapter 9.
  - d. Heritage Conservation Policy 2007 (**Attachment E**), superseded by the Heritage Grants Guidelines and the 'Our Heritage Our Taonga Heritage Strategy 2019-2029.

### 3. Executive Summary Te Whakarāpopoto Matua

- 3.1 The Council currently has 72 external policies which are approved by the Council and must be taken into account in Council decision-making. Staff undertake regular reviews of our policies to ensure they remain up to date and fit-for-purpose. The most recent review identified four policies that should be revoked. These policies have either been superseded or the matters the policy was established to resolve are now effectively dealt with under other Council policies or similar documents.

### 4. Background/Context Te Horopaki

- 4.1 The Strategic Policy Team maintains the External Policy Register which contains policies approved by the Council and published on the Council's website. The register is updated by a periodic review programme. The regular review ensures the policies are fit-for-purpose and

reliable documents that provide effective and consistent guidance for staff and the public on Council decision-making and process implementation.

- 4.2 The periodic reviews assess whether each policy remains operational, requires a full review or should be revoked.
- 4.3 Following our most recent review, staff identified four external policy documents that should be revoked. These policies have been superseded, or the issues addressed by the policy are covered by other relevant Council documents (see **Attachment A**).

Policies proposed to be revoked	Reason/s
Arts Policy and Strategy 2001	No longer required as an updated approach to the issues addressed is provided by Toi Ōtautahi the Arts and Creativity Strategy adopted in 2019.
Footpath Battens Policy 1999	No longer required as the Council's Construction Standard Specifications (CSS) sets out guidance required.
Footpath Berms Policy 1999	CCC Construction Standard Specifications provides technical requirements, so this policy is now redundant.
Heritage Conservation Policy 2007	No longer required as the issues addressed in this policy have been incorporated into the Heritage Incentive Grant Guidelines following District Plan changes and the Our Heritage our Taonga, Heritage Strategy 2019.

### Options Considered Ngā Kōwhiringa Whaiwhakaaro

4.4 The following reasonably practicable options were considered and are assessed in this report:

- revoke superseded or redundant policies.
- do not revoke superseded or redundant policies.

4.5 The following option was considered but ruled out:

- **Do not revoke superseded or redundant policies.** Not revoking superseded and/ or redundant policies is not recommended. The Council's policy suite sets out important guidance for staff and for the community. Continued display of outdated information on the Council website creates difficulty in identifying whether documents are relevant or not. This also leads to a risk of non-compliance with Council requirements and expectations.

### Options Descriptions Ngā Kōwhiringa

4.6 **Preferred Option:** revoke superseded and redundant policies.

4.6.1 **Option Description:** This option asks the Council to revoke the four superseded and/ or redundant policies. If approved, staff will remove these policies from the Council website and the Council's External Policy Register.

#### 4.6.2 Option Advantages

- Reduces confusion about whether a policy document is current or has been superseded.
- Makes it easier to locate the correct documents relevant to a certain topic.
- Ensures the Council's website displays only up-to-date and relevant information as useful guidance to the public, elected members, and staff.
- Aligns with the Council's transparency principles.

4.6.3 **Option Disadvantages**

- None identified.

## 5. Financial Implications Ngā Hīraunga Rauemi

### Capex/Opex Ngā Utu Whakahaere

- 5.1 There are no financial implications. The cost of the periodic review is met from within existing operational budgets.

## 6. Considerations Ngā Whai Whakaaro

### Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 There are no risks associated in revoking superseded and redundant policies. Regular review and updating of our External Policy Register is itself a risk management process, aimed at ensuring we are providing accurate, up to date guidance for staff and the public.
- 6.2 The review has been consulted on across the Council organisation including Legal Services. As such the residual risk is low.

### Legal Considerations Ngā Hīraunga ā-Ture

- 6.3 Statutory and/or delegated authority to undertake proposals in the report:
- 6.3.1 The Council has authority to formally revoke policies it has previously adopted.
- 6.4 Other Legal Implications:
- 6.4.1 There is no legal context, issue, or implication relevant to this decision. The revocation and removal of policy documents from the Policy Register supports the obligation of local authorities to carry out duties and make decisions in a transparent manner.
- 6.4.2 In compliance with the Public Records Act 2005 requirements to maintain records, the revoked policies will be saved in the Council's record management system as superseded documents to enable future referencing as required. The revoked policies will be removed from the Council website.
- 6.4.3 This report has been reviewed and approved by Legal Services.

### Strategy and Policy Considerations Te Whai Kaupapa here

- 6.5 The required decisions:
- 6.5.1 align with the [Christchurch City Council's Strategic Framework](#).
- 6.5.2 are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined based on the appropriate engagement processes being followed when Council adopted the documents that supersede the policies to be revoked.
- 6.5.3 are consistent with Council's Plans and Policies.
- 6.6 This report supports the [Council's Long Term Plan \(2021 - 2031\)](#):
- 6.7 Strategic Planning and Policy
- 6.7.1 Activity: Strategic Planning, Future Development and Regeneration
- Level of Service: 17.0.19.4 Bylaws and regulatory policies to meet emerging needs and satisfy statutory requirements - Carry out bylaw reviews in accordance with ten-year bylaw review schedule and statutory requirements

### Community Impacts and Views Ngā Mariu ā-Hāpori

- 6.8 None. The decisions in this report are administrative as they only relate to revoking redundant/superseded external policies.
- 6.9 The decision affects the following wards/Community Board areas:
- 6.9.1 All of district, so not relevant at the ward or board level.

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

- 6.10 None. The decisions in this report are administrative as they only relate to revoking superseded/redundant external policies.











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

- 6.11 None. The decisions in this report are administrative as they only relate to revoking superseded/redundant external policies.

## 7. Next Steps Ngā Mahinga ā-muri

- 7.1 If the Council agrees to the recommendations, staff will undertake the following:
- update the Council website by removing revoked policies;
  - update the External Policy Register in the Council's record management system;
  - save revoked policies in the Council's record management system.

## Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Attachment A - Proposed external policies to be revoked	24/580070	266
B  	Attachment B - Arts Policy and Strategy	24/573829	268
C  	Attachment C - Footpath Battens Policy	24/573832	275
D  	Attachment D - Footpath Berms Policy	24/573834	276
E  	Attachment E - Heritage Conservation Policy	24/573836	277

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Authors	Evangeline Dispo - Policy Analyst Gavin Thomas - Principal Advisor Policy Ron Lemm - Manager Legal Service Delivery, Regulatory & Litigation
Approved By	Elizabeth Wilson - Team Leader Policy David Griffiths - Head of Strategic Policy & Resilience John Higgins - General Manager Strategy, Planning & Regulatory Services

## Attachment A - Policies proposed for revocation

No.	Policy	Description	Superseded by relevant Council document/s
1.	Arts Policy and Strategy 2001	<p>Developed in the 1990s to recognise the key role of the arts in the city and support development of local artists, new employment opportunities, and opportunities for artistic expression and participation.</p> <p>Adopted by the Council on 24 June 1999.</p> <p>Agreed for revocation by <a href="#">Recreation, Sports &amp; Events</a> (Events and Arts Manager)</p>	<p>Superseded by <a href="#">Tōi Ōtatutahi – Arts and Creativity Strategy</a> approved by the Council in 2019.</p> <p>The current Strategy provides an updated expression of the Council's commitment to elevating the arts and creativity in Christchurch and Banks Peninsula. It also aims to improve people's wellbeing, build the city's identity and connectivity, and activate life in the city through its principles of innovation, inclusivity, empowerment, collaboration, and through elevation of ngā toi Māori. It allows the council to build robust partnership with Creative NZ, Rātā Foundation, mana whenua, Manatū Taonga, and Christchurch NZ as co-owners supporting Council implementation of the Strategy.</p>
2.	<a href="#">Footpath Battens Policy 1999</a>	<p>Provides guidance on the management of footpaths and maintenance of battens.</p> <p>Adopted by the Council on 24 June 1999.</p> <p>Agreed for revocation by <a href="#">Transport Unit</a> (Streets Maintenance Manager)</p>	<p>Superseded by the <a href="#">Christchurch City Council Construction Standard Specifications (CSS)</a>. CSS covers footpath battens in Part 6 – Rooding, chapter 6 (Asphaltic Concrete Paths, Vehicle Crossings and Cycleways) particularly section 6.3 – Battens.</p>
3.	<a href="#">Footpath Berms Policy 1999</a>	<p>Provides guidance on the management and maintenance of berms.</p> <p>Adopted by the Council on 24 June 1999.</p> <p>Agreed for revocation by <a href="#">Transport Unit</a> (Streets Maintenance Manager)</p>	<p>Superseded by the <a href="#">Christchurch City Council Construction Standard Specifications (CSS)</a>. Berms are referred to throughout the CSS but specifically in Part 6 (Rooding), chapter 9 (Repairs and Resurfacing of Footpaths, Vehicle Crossings and Cycleways), section 9.2-Cutting Back Berms to Line Out Path.</p>
4.	Heritage Conservation Policy 2007	<p>Provides criteria for assessing applications for major assistance to owners of listed buildings seeking CCC Heritage Incentive Grant funding.</p> <p>Adopted by the Council on 24 June 1999.</p>	<p>Superseded by a combination of the <a href="#">Heritage Grants Guidelines</a> in 2020 and the <a href="#">Our Heritage Our Taonga, Heritage Strategy (2019-2029)</a>. These documents cover heritage conservation and grants.</p>

No.	Policy	Description	Superseded by relevant Council document/s
		Agreed for revocation by <a href="#">Planning &amp; Consents</a> (Heritage Team Leader)	Conservation plans and heritage protection are referred to in section 1 (protect heritage) of Whāinga Goal 4 ( <i>Our Heritage, our Taonga is protected through collaboration</i> ) of the Strategy.  3 types of grants including the updated <i>Heritage Incentive Grants</i> have been integrated into the Guidelines document.

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## ARTS POLICY AND STRATEGY

That the Council endorse the Arts Policy and Strategy and replace the existing Arts and Culture Policy.

### ARTS POLICY STATEMENT

The Christchurch City Council is committed to achieving an enlivened and creative city in which the arts are widely recognised as being essential.

### DEFINITIONS

**Arts** are defined as: those activities which allow for the expression of life, creativity and culture, and which may be expressed through participation, performance, display, and exhibition, by all people in both professional and non-professional capacities.

**Toi Maori** refers to all the traditional and contemporary Maori art forms.

**Arts infrastructure** comprises those things that foster the arts, including funding, physical assets, programmes, groups and organisations and suppliers

**Public Arts** are defined in the widest possible sense as artistic works created for, or located in part of a public space or facility and/or accessible to members of the public. Public arts include works of a permanent or temporary nature located in the public domain<sup>1</sup>.

### INTRODUCTION

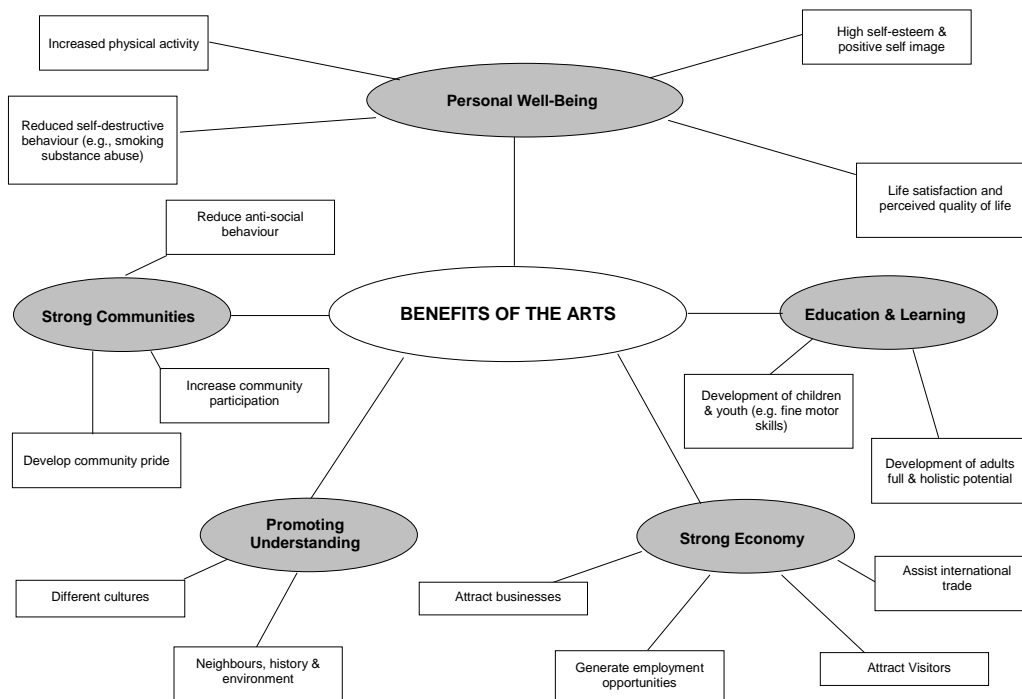
In developing the Arts Policy and Strategy the Council has recognised the key role of the arts in the City's social, cultural and economic development, and as a vehicle for urban renewal and city marketing.

The arts play a vital role in improving the lives of citizens and should be encouraged for their social and cultural value as well as commercial potential.

This strategy aims to support the development of local artists, generate new employment opportunities, develop opportunities for arts expression and participation as well as improving the quality of the built environment we will leave behind for future generations.

The diagram on the following page identifies the key benefits that can be achieved by individuals and the community at large through an involvement in the arts.

It is acknowledged that many of these benefits are as much a result of the process to create arts as in the finished art work.



<sup>1</sup> Auckland City Public Art Policy & Guidelines 1999.

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## THE EXTENT AND IMPORTANCE OF ARTS ACTIVITY

Local arts activity in Christchurch is supported by private, commercial and non-profit sectors, including the Christchurch City Council. The Canterbury region has 15% of people employed nationally in creative industries, and 2.5% of Canterbury's full-time equivalent (FTE). This also reflects a national shift towards a growth in demand in the major metropolitan centres for creative activity.

An estimated figure for Christchurch City Council expenditure on the arts during 1999/2000 is almost \$10.50 million. The operational expenditure estimate was \$7.99 million that reflects 3.4% of the Council's total operating programme for 1999/2000. The capital expenditure estimate was \$2.48 m, which reflects 2.8% of the Council total capital programme for 1999/2000.

NOTE: Arriving at an overall figure for the Council's expenditure on the arts has proved a difficult task. The difficulties involved in interpreting which elements of the Council's expenditure qualify as 'arts' expenditure are at the root of these difficulties. This expenditure estimate excludes the following: the Council's trading enterprises, memorial furniture, Westpac Trust Centre & Convention Centre, Town Hall, Creative Communities Funding Scheme, library expenditure other than capital non-fiction related items, any assistance in kind to groups, all salaries other than Art Advisers and Art Gallery Staff.

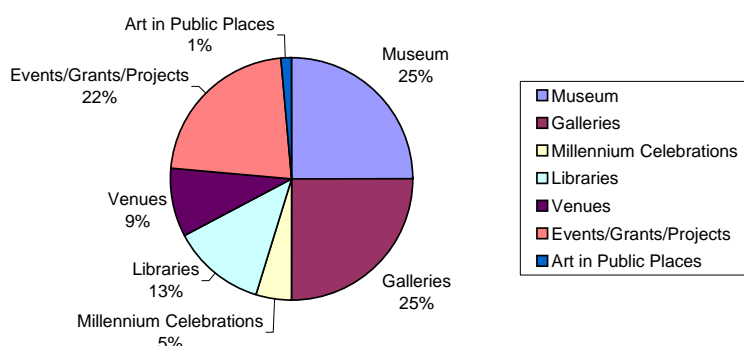
The Arts are directly supported by the Christchurch City Council via the Robert McDougall Art Gallery, libraries, multi-purpose facilities, event management, funding of numerous local events and festivals, including seeding grants to organisations operating in the Christchurch area. To a smaller extent, Christchurch City Council has an arts advisory service, funds art in public places and projects in the community. Figure 1 illustrates the main funding areas for the arts by the Christchurch City Council.

Further details of the significance of the Council's current activities in the arts are provided in Appendix 1.

At a national level very large numbers of people are employed in the cultural and arts sector and it is a major contributor to the New Zealand economy<sup>2</sup>.

- Total paid employment in the creative industries reached 51 000 FTE jobs in 1999 – around 3.8% of total FTE jobs in the NZ economy. Employment in creative industries is growing at a faster rate than total employment growth.
- It has been estimated that the cultural sector contribution to GDP (April 2000) is in the range of 2-6% depending on the definition. By way of comparison, towards the lower end of this range the contribution is similar to that

### Christchurch City Council - Estimated Arts Expenditure 1999/2000



of the communications industry (in 1996) at around 3% of GDP.

Figure 1

There are high levels of participation in the arts nationally

- 2.37 million NZ adults (90%) take part in close to four different types of arts activity every month.
- 96% of people who participate in the arts do so for enjoyment/entertainment.

The arts are also highly valued by people in New Zealand.

<sup>2</sup> Source: Heart of a Nation – A Cultural Strategy for Aotearoa New Zealand (June 2000)

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- Valuing the Arts/Attitudes: More than 77% agreed with the statement that “Arts and cultural activities help define who we are as New Zealanders” 87% agree with the statement that “If my community lost its arts activities it would lose something of value”

Further details of national participation in the arts are provided in Appendix 1.

## SCOPE

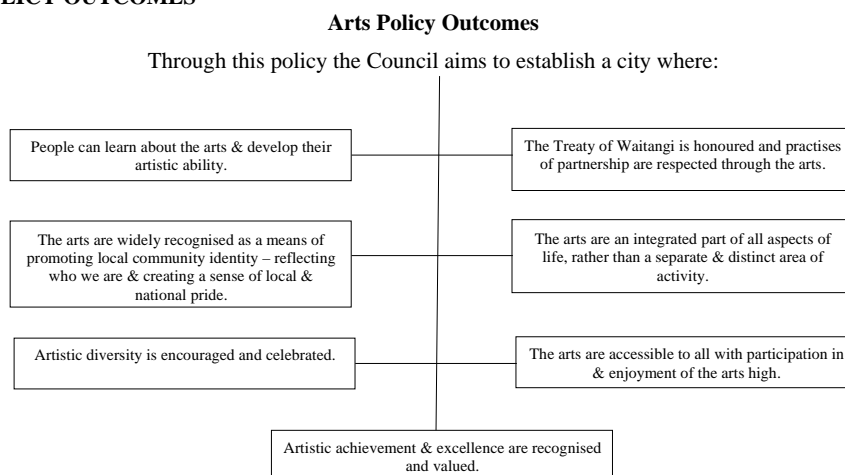
A major theme of this draft strategy is an integrated approach to the arts across all the Council’s activities, rather than arts being treated as a separate, stand alone element of activity. Consequently it is important that all Business Units within the Council understand this policy and how it applies in their area of work. Similarly the actions of any special committees and community boards should be consistent with the policy and its implications.

In recognition of the Council’s existing target group policies, this policy acknowledges that:

- The arts play a role in promoting the happy, healthy development of children to their full potential.
- The arts play a role in positively contributing to the well-being of young people, their families and communities.
- The arts can play a role in enabling older people to uphold their rights to independence, participation, access to opportunities and resources and contributing to the economy.

The Arts Policy may also have clear links to any further target group policies adopted by the Council in the future.

## ARTS POLICY OUTCOMES



## COUNCIL STRATEGIC ROLES

This Strategy recognises that there is a wide range of groups, societies, companies and individuals actively involved in the arts in Christchurch. The voluntary and private sectors have a key role to play in meeting many of the objectives and policies of this strategy. In order to meet the arts needs of Christchurch the Council needs to work closely with the other groups and individuals involved.

The Council has the following roles in achieving the policy outcomes.

**A supporter** of the many groups and individuals actively involved in the arts in Christchurch.

**A promoter** of arts to the community, including residents, business and visitors and of Christchurch as an arts destination.

**An enabler** by helping to maintain and develop the infrastructure - both physical and organisational - which supports the rich diversity of provision for the arts.

**An advocate** for the arts and for the City’s artistic talents.

**A planner, co-ordinator and facilitator** of arts development and the provision of the arts in the City.

**A custodian and manager** of the City’s arts resources and assets.

**A designer** of an environment that sustains a diverse artistic community.

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**An architect** of the City's physical form.

**A provider** of information and resources that promote the arts, arts opportunities, artworks and facilities.

The Council may adopt one or more of these roles depending on the particular needs and characteristics of the situation.

## PRINCIPLES

The Arts Strategy is based on the following principles

**Treaty of Waitangi** - the Council has a role in actively supporting the development of Maori arts to the benefit of Maori and to other cultures in the city.

**Diversity** - the variety of art forms is recognised and encouraged as contributing to a full and vibrant arts life in the city. Both contemporary and traditional arts forms are recognised and valued and creative risk taking is encouraged.

**Accessibility** - the arts should be accessible to all – barriers removed, opportunities provided.

**Arts Achievement** – successful creativity and innovation should be valued and supported.

**Partnership** - partnerships between stakeholders in the arts community enhances provision of arts activities and access to the arts for all people.

**Public Art** - art in the public domain will be maintained and promoted.

**Integration** – arts development requires an integrated managed approach.

**Cultural Diversity** – the many different cultures in the city should be encouraged to participate in and celebrate their distinct art forms and maintain the meaning and history behind their arts. The sharing of those arts forms will help increase understanding and acceptance of cultural diversity.

**Participation** - the participation, enjoyment and appreciation of the arts by Christchurch residents will be encouraged.

**Arts infrastructure** – a healthy physical and organisational arts infrastructure is vital to the vibrancy of the arts in Christchurch.

**Arts Excellence** – excellence in the arts should be aimed for and valued.

## STRATEGY GOALS AND OBJECTIVES

### 1. Arts for All

**Goal 1 - Everyone has opportunities to participate in a variety of arts activities and have access to performances, concerts and exhibitions.**

The Council believes its prime roles in relation to the arts and community participation should be to act as supporter, advocate and facilitator. The Council believes that arts are an essential facet of social wellbeing and cultural identity.

The Council's objectives are to:

- 1.1 Initiate and support community based arts projects that facilitate community development outcomes
- 1.2 Encourage access to the arts through improved marketing and information
- 1.3 Identify gaps in current provision of opportunities for arts participation
- 1.4 Initiate and promote arts outreach programmes to take the arts to non-arts venues and situations.

### 2. Arts and Iwi

**Goal 2 - The arts of mana whenua me nga iwi o nga hau e wha are promoted and enhanced under the Treaty relationship between Maori and the Council.**

The Council has made a commitment to honouring the Treaty of Waitangi in its Strategic Statement and its Social Wellbeing Policy. With respect to the arts the Council believes its Treaty role is as a partner with and supporter of Maori in developing nga toi Maori and te reo Maori.

The Council's objectives are to:

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- 2.1 Develop arts and cultural protocols for the Council's relationship with Ngai Tahu and taura here
- 2.2 Support and encourage the recognition, maintenance and development of nga toi maori and te reo Maori
- 2.3 Include nga toi maori and te reo maori in displays and events at Council facilities and venues
- 2.4 Ensure that Council projects with an arts component include a Maori perspective as appropriate

### 3. Arts and Other Cultures

#### **Goal 3 – The arts of the many different cultures in Christchurch are supported and promoted.**

The Council is committed to valuing the cultural diversity of Christchurch through its Strategic Statement. With respect to the arts the Council believes its primary roles are as a supporter and an enabler of the many cultural groups in the City.

The Council's objectives are to:

- 3.1 Support events and arts activity that celebrate the diversity and meaning of Christchurch communities, cultures and lifestyles
- 3.2 Work with ethnic and cultural groups, including refugee and new migrant communities to increase arts expression and identity

### 4. Arts Infrastructure

#### **Goal 4 - A healthy, well-established and flourishing arts and cultural sector which creates an environment that supports emerging and developing artists as well as established artists and arts organisations.**

The Council believes its prime role in relation to the arts infrastructure should be to act as a supporter, enabler and a provider of information. One of the best ways of achieving this is by helping to maintain and develop the infrastructure - both physical and organisational - which supports the rich diversity of provision for the arts

The Council's objectives are to:

- 4.1 Encourage the development of both new and established arts organisations that support and train artists and art workers at all levels of their development.
- 4.2 Continue to fund the arts and arts organisations (where appropriate) focussing support on those with the greatest ability and potential to deliver the Council's arts goals.
- 4.3 Provide encouragement, information and opportunities, in conjunction with others, for artists and arts groups to strengthen administrative, marketing, technology and management skills.
- 4.4 Facilitate and promote the provision of a range of venues, facilities and events that support a flourishing arts sector.
- 4.5 Resource the Art Gallery, Museum, marae and libraries to maintain, display, preserve and provide information on the City's arts heritage and develop contemporary arts.
- 4.6 Facilitate networking, communication, information exchange and collaboration between arts practitioners, arts organisations and the arts educational sector.
- 4.7 Work closely with other Councils, Creative New Zealand and central government to enhance the further development of the arts in Christchurch and Canterbury.
- 4.8 Seek to identify and attract new sources of funding for the promotion, development and marketing of the arts
- 4.9 Facilitate the development of the arts infrastructure in all parts of the City.

### 5. Arts and the Natural and Built Environment

#### **Goal 5 – Buildings and public spaces that reflect the past, celebrate the present and provide a legacy for the future.**

The Council has important roles in supporting, maintaining and developing the City's distinctive natural and built features. The Council believes its prime roles in relation to the arts and the natural and built environment should be to act as custodian and manager, designer and promoter of an environment that will stimulate and inspire the arts.

The Council's objectives are to:

- 5.1 Promote the idea that the built and natural environments of today are the heritage of tomorrow and have intrinsic value as arts forms.
- 5.2 Encourage developers and owners to consider the appearance of their properties because of the contribution they make to the whole City canvas.
- 5.3 Facilitate and promote events in public spaces that capitalise on the characteristics of the setting.
- 5.4 Ensure that the Council as a developer leads by example in achieving excellence in design and incorporating public artworks in its capital programmes.

- 6 -

- 5.5 Encourage developers to include artworks as part of significant new developments.
- 5.6 Encourage and promote architecture that is appropriate to its physical context and relates well to public spaces.

#### 6. Arts in Enterprise, Tourism and Economic Development

#### **Goal 6 - Arts activities play an important role in economic development and in attracting visitors to Christchurch with the City becoming internationally recognised as the home of vibrant arts and arts activities.**

The contribution, which the arts make to the local economy, is one of the major factors justifying the Council's continuing investment in the arts. The Council's role is primarily as promoter and advocate.

The Council's objectives are to:

- 6.1 Work with economic development agencies (including Canterbury Development Corporation) to identify and explore the potential for arts related business to further contribute to the long-term economic sustainability of the City.
- 6.2 Work with economic development agencies (including Canterbury Development Corporation) to develop strategies to further develop and improve the arts related business in the City.
- 6.3 Work with business and individuals to identify opportunities to increase investment in and assistance to arts enterprise.
- 6.4 Encourage collaboration between the arts and business sectors based on recognising the contribution arts can make to industry.
- 6.5 Identify and develop the potential for the arts to act as a magnet to visitors and project positive images of the City to the world.

#### **ACTION PLANS AND REVIEW**

The Strategy indicates broad courses of action for the Council to pursue which will be developed in to regular action plans. The Strategy will need to be kept up to date and reviewed as circumstances change. Specific performance indicators will be developed to chart the City's progress towards the outcomes of the Arts Policy.

#### **APPENDIX 1 SIGNIFICANCE AND IMPORTANCE OF THE ARTS**

##### **SIGNIFICANCE OF CHRISTCHURCH CITY COUNCIL'S CURRENT ARTS ACTIVITIES**

##### **Robert McDougall Art Gallery**

- The Robert McDougall Art Gallery, including the Annex, had a total of 251 103 visitors during the 1999/2000 year. The composition of this visitor profile is 60% residents, 25% domestic visitors and 15% international visitors.
- Over 80 Art Appreciation Programmes were held during May 2001, with a total audience of 1230.
- School visits during May 2001 totalled nearly 40, including tertiary visits with a total audience number of just under 900 students.
- From the Residents Survey (2000), 83% of the people that had visited the Art Gallery were satisfied or more, and 36% of people surveyed had visited the Gallery one or more times.

##### **Libraries**

Libraries carry out a variety of activities. They manage, preserve, interpret and communicate information, particularly literature-based information. As cultural organisations they are not just repositories of cultural knowledge, but provide a link between the country's cultural resources, or cultural capital, and its wider cultural activities<sup>3</sup>.

- Over 68% of Christchurch's population are members of the Christchurch City Council Libraries. During the 1999/2000 year, the library had a total circulation of over 5.5 million and currently has over 1 million items held.

##### **Festivals and Events**

The Council supports the performing arts through festivals and events by way of significant funding and direct delivery. The following information is provided on just two of those festivals to give a sense of the levels of participation in the City's festivals and events.

<sup>3</sup> Source: Employment in the Cultural Sector, 1998

- 7 -

- The 2000/2001 SummerTimes Festival, managed and funded by Christchurch City Council, had over 150 000<sup>4</sup> people attend the various events. Research indicates high satisfaction levels of people attending events, such as 97% satisfaction for Starry Nights Concert and 96% for Summer Theatre. Over 90% of people surveyed agreed that SummerTimes offers the opportunity to showcase Canterbury's emerging talent. There was also strong interest to see more events that show the different cultures in Christchurch (71%).
- The 1999 Christchurch Arts Festival, core funded by Christchurch City Council, is a biennial festival with a predominantly New Zealand programme with a regional target. It is the second biggest arts festival next to the NZ International Festival of the Arts in Wellington. It involved 200 performances, with over 540 artists, with the Visual Arts programme of seven exhibitions. It is now well over a million dollar event.

#### Significance of the Arts at a National Level

A very large number of people are employed in the cultural and arts sector and it is a major contributor to the New Zealand economy<sup>5</sup>.

- Total paid employment in the creative industries reached 51 000 FTE jobs in 1999 – around 3.8% of total FTE jobs in the NZ economy. Over a five-year period 1994 – 1995, this is a growth of around 16.3%.
- Industries with the greatest numbers of FTE jobs are literature (15 010), design (12 210), and film and video (5 000).
- Employment growth has been the greatest in film and video (42.2%), performing arts (40%), library services (35%) and design (26.9%).
- The job creation rate in the creative industries being greater than that in the economy as a whole is a positive signal for economic development in the sector, especially in the major metropolitan centres.
- It has been estimated that the cultural sector contribution to GDP (April 2000) is in the range of 2-6% depending on the definition. By way of comparison, towards the lower end of this range the contribution is similar to that of the communications industry (in 1996) at around 3% of GDP.
- Whichever estimate is used, the cultural sector is economically significant in comparison with other sectors in the NZ economy.

The national participation in arts activity can be demonstrated by the following statistics<sup>6</sup>:

- 2.37 million NZ adults (90%) take part in close to four different types of arts activity every month.
- Over one year, 93% of NZ adults take part in an average of 5 different types of arts activity.
- There is no significant difference in participation levels between the different income groups, the difference lies in the types of arts activity people participate in.
- Over one year, more than half of those participating in Maori arts activities are non-Maori (i.e. all other cultural groups).
- Overall, women (97%) participate in arts activities more than men (90%). Men participate more than women in rock/pop music, photography and jazz.
- For participants, the main source of information about the arts is their local community newspaper (56%).
- Over one year, 131 000 Maori (45%) took part in an average of 3.9 different types of Maori arts activity.
- Over one year, 51 000 Pacific Islands peoples (46%) took part in an average of 2.1 different types of Pacific Islands arts activity.
- 96% of people who participate in the arts do so for enjoyment/entertainment.
- Most people (97%) participating in the arts do so at home. This is followed by participation in performance spaces such as theatres (15% of participants), public places such as malls and parks (13%), community halls (12%), schools and tertiary institutions (11%).
- Valuing the Arts/Attitudes: More than 77% agreed with the statement that "Arts and cultural activities help define who we are as New Zealanders" 87% agree with the statement that "If my community lost its arts activities it would lose something of value".

Council  
26 July 2001

<sup>4</sup> Note: two key events were cancelled due to inclement weather.

<sup>5</sup> Source: Heart of a Nation – A Cultural Strategy for Aotearoa New Zealand (June 2000)

<sup>6</sup> Source: Arts Every Day Mahi toi ia ra: a survey of arts participation by NZ adults, Creative NZ (May 1999).

## Footpath Battens Policy

That the proposed policy outlined below be adopted.

### Proposed Policy

1. That wooden battens be installed in conjunction with footpath resurfacing in the following situations:

(i) Where the footpath or vehicle crossings are reconstructed. (No change to current procedures.)

(ii) Where battens are required to give support to the footpath overlay. (No change to current procedures.)

2. In streets where there is currently kerb and flat channel which is not scheduled for renewal for at least 20 years, additional battening be installed as below.

(i) Where intermittent repairs are carried out along a residential frontage, the entire frontage be battened.

(ii) Where the edge of the existing footpath is cracked significantly and it is deemed that battens would lengthen the life of the ensuing overlay.

(iii) That existing rotten battens be replaced.

(iv) That a 15mm wooden strip be nailed to existing battens where practicable to retain the footpath flush with top of battens after resurfacing.

(v) That any unmaintained service strip be sealed if battens are required to retain the edge where this is the most cost-effective option.

3. In all other circumstances the resident may request and pay for footpath battens and/or the sealing of the service strip.

4. That the 18-year cycle of footpath resurfacing be maintained in accord with the Asset Management Plan.

Council  
24 June 1999

**Authorising Unit:** Strategy Support

**Last reviewed:** Wednesday, September 30, 2009

**Next review:** Tuesday, March 30, 2010

## Footpath berms policy

1. Footpaths exceeding 2.5m in width in residential areas shall be laid out with grass berms.
2. Footpaths of width 2.5m or less in residential areas shall be sealed full width.
3. In all commercial and industrial usage areas footpaths 3m or less in width shall be fully sealed.
4. Where high pedestrian traffic usage makes it very difficult to maintain a grassed berm, additional sealing shall be done by the Council.
5. In minor berm areas of 2m<sup>2</sup> or less, situated between adjacent vehicle entrances or similar where it would be impracticable to form and maintain a grass berm the area shall be sealed provided that where the work is not part of full reconstruction or complete block resurfacing the cost shall be met by the resident.
6. Individual requests for removal of grit or sealed berm and replacement with grass be undertaken at Council's cost.
7. That this policy except item 6 be implemented in the following circumstances:
  - (i) When full reconstruction of a footpath is being undertaken.
  - (ii) Where hotmix resurfacing of a path along an entire street block is being undertaken.

Council  
24 September 1990

That the current footpath berms policy be maintained.

Council  
28 October 1999

**Authorising Unit:** Strategy Support

**Last reviewed:** Wednesday, September 30, 2009

**Next review:** Tuesday, March 30, 2010

# Heritage Conservation Policy

That the following criteria is adopted for the assessing of applications for major assistance to owners of listed buildings:

## Conservation principles

1.1 To adopt and promote nationally and internationally accepted conservation principles as set out in the ICOMOS New Zealand Charter.

## Heritage research

2.1 To research Christchurch's heritage buildings, places and objects.

## Heritage identification and listing

3.1 To identify heritage buildings, places and objects and list them in the Christchurch City Plan in groups according to their relative importance and the relevant provisions of the Resource Management Act 1991.

3.2 To review the listing of any building, place or object following major alteration or relocation.

## Conservation plans

4.1 To prepare conservation plans for all Listed heritage buildings, places and objects in Council ownership and to promote the preparation of conservation plans for all other Listed heritage buildings, places and objects.

## Heritage protection

5.1 To provide protection for Listed heritage buildings, places and objects in accordance with the City Plan rules.

5.2 To give notice of requirements for Heritage Orders, in accordance with the provisions of the Resource Management Act 1991, as a last resort to protect buildings, places and objects listed in groups 1 and 2 and, in exceptional circumstances, group 3.

5.3 The Council shall provide for and facilitate the use of conservation covenants under section 77 of the Reserves Act 1977 or other legal instruments to protect buildings, places and objects of heritage value listed in the Christchurch City Plan and/or the Banks Peninsula District Plan as applicable.

(Note: The amended criteria would then read:

"With the agreement of the owner of a heritage (or other) property, a covenant shall be registered on a certificate of title to prevent demolition, partial demolition, or to confine the extent of alterations or additions to the property for such periods of time as deemed appropriate.")

## The Building Act 1991

6.1 To administer the Building Act 1991, having regard to the special historical or cultural value of Listed heritage buildings.

## Re-use of heritage buildings

7.1 To work with building owners, developers and community groups to find compatible new uses for under-utilised heritage buildings and heritage buildings at risk of demolition.

### **Conservation incentives**

8.1 Refer Attached [Heritage Conservation](#) [PDF 69KB]

8.2 To waive fees for non-notified resource consent applications for conservation work on Listed heritage buildings, places and objects.

8.3 To provide some rates relief for Listed heritage buildings used by non-profit making groups for games or sports, health, education or instruction, the arts and for churches, schools and charitable institutions generally.

8.4 To provide specialist conservation advice and research to owners of Listed heritage buildings, places and objects, and to employ appropriately qualified consultants to provide such advice as necessary.

### **Heritage education and promotion**

9.1 To promote appreciation of Christchurch's Listed heritage buildings, places and objects, and the importance of their conservation.

Council  
23 September 1998

### **Heritage Incentive Grants**

10.1 That grant monies for applications for future Heritage Incentive Grants be made available for a period of 18 months from the date of written approval of the grant. This period will only be extended with the written advice of the Council or where grant finance was unavailable for the project at the time of construction or commission.

10.2 Recipients of grants already approved that have not been uplifted are to be notified of the change of policy and be given a reasonable period, at the discretion of the Heritage Planner to uplift the grant, subject to the availability of funds.

### **Heritage Development Grants**

11.1 That only the increase in Council rates due to development investment identified with heritage maintenance, conservation or preservation are considered when the yearly value of the Development Grant is determined.

11.2 That the amount of a grant for a development be determined as detailed in the Heritage Development Grant Policy and conditions for the initial year and shall be fixed as the yearly grant provision for the remaining four years that the grant applies.

11.3 That the grant is calculated only with respect to the Council component of the total yearly increase in rates for the re-development of the property.

11.4 That additional financial commitment be considered in the annual budget for 2003/04 and subsequent years to meet future grants requirements.

### **Conservation covenants**

12.1 That the compulsory requirement for a full conservation covenant under section 77 of the Reserves Act 1977 or other legal instrument be applied to all heritage incentive grants of \$50,000 or more.

12.2 That grants of \$5,000 to \$49,999 be subject to a limited conservation covenant under section 77 of the Reserves Act 1977 or other legal instrument that the owner(s) will not demolish or apply for a consent for demolition of the protected heritage item within a period of time to be negotiated with the building owner(s).

12.3 Notwithstanding paragraph 12.2 of this policy, if the Heritage Covenant Officers Subcommittee considers it appropriate in the circumstances relating to a particular

property or grant and where ordinarily paragraph 12.2 would apply, the requirement of paragraph 12.2 for a limited conservation covenant may be departed from in respect of that particular property or grant and a full conservation covenant required. In exercising this discretion the Subcommittee shall have regard to the following criteria:

1. Whether the heritage property is assessed as being of international, national, or regional importance.
2. Whether the property has high heritage values in relation to individual criteria for heritage listing including consideration of the community esteem for the place.
3. Whether the potential degree and type of risk associated with the heritage property necessitates protection of all the individual heritage features of the place.
4. The amount of the approved heritage conservation grant.

Council  
26 September 2002

Revised by Council  
7 December 2006

Revised Council  
28 February 2007

**Related Information**

[Heritage Conservation Policy - full explanation](#)

**Authorising Unit:** Strategy Support

**Last reviewed:** Wednesday, September 30, 2009

**Next review:** Tuesday, March 30, 2010



## 18. Wastewater overflow improvement status

Reference Te Tohutoro: 24/523407

Responsible Officer(s) Te Michele McDonald, Team Leader Asset Planning Water and  
Pou Matua: Wastewater

Accountable ELT Jane Parfitt, General Manager City Infrastructure  
Member Pouwhakarae:

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

- 1.1 The purpose of this report is to update Council on improvements to date and work underway to reduce wet weather wastewater overflows as consented in terms of discharge consent CRC224552.
- 1.2 The report responds to Action Item 2.3 of the Council Briefing convened on the 29<sup>th</sup> of August 2023 which requests staff to 'Show improvements over time post-earthquake'. This action follows a question on whether it would be useful to show over time what's happened with the network, pre-earthquake and post earthquake (for waste water collection, treatment and disposal).

### 2. Officer Recommendations Ngā Tūtohu

That the Council:

1. Receive the information in the Wastewater overflow improvement status Report.

### 3. Background/Context Te Horopaki

- 3.1 The Christchurch City Council is consented to discharge water and contaminants to water at selected constructed sewer overflow locations, termed Schedule 1 locations. There are 53 Schedule 1 locations of an available 135 overflow locations within the Avon River, Heathcote River, and Avon-Heathcote Estuary catchments. The consent provides targets for reducing both the frequency and volume of overflows at these locations over time.
- 3.2 Compliance to the wet weather discharge consent is measured by the response of the field-calibrated wastewater network model to the last 15 years of rainfall data (called the long-term time series rainfall analysis or LTS analysis).

### 4. Considerations Ngā Whai Whakaaro

- 4.1 Because compliance to the wet weather discharge consent is measured by the response of the wastewater network model to the last 15 years of rainfall data, it is also appropriate to use the LTS analysis to monitor the improvements in the wastewater network over time.
- 4.2 **Table 1** presents the status of the annual overflow frequency for each of the city's catchments as measured for the rainfall period between 2000 and 2015 and between 2005 and 2020. It is confirmed that:
  - 4.2.1 There have been significant improvements in reducing overflows in all the catchments as confirmed by comparing the 2015 LTS analysis with the 2020 LTS analysis for both similar and subsequent rainfall periods.

- 4.2.2 The 2020 compliance target for the Avon-Heathcote Estuary was met whilst the frequency for the Avon River catchment was within 2% of the target. Despite the improvements observed in the Heathcote River catchment, the 2020 compliance target was not met.
- 4.2.3 In all cases, the actual overflow frequency in the period 2005 to 2020 was less than the modelled event frequency. The 2020 compliance targets were therefore met in practice.

**Table 1 – Modelled catchment-based overflow frequency comparison**

Catchment	Average Annual CSO Frequency (spills/year/site)							
	2015 LTS Analysis 2000 to 2015	Compliance Target 2015	2020 LTS Analysis 2000 to 2015	2020 LTS Analysis 2005 to 2020	Compliance Target 2020	% Improvement 2000 to 2015	% Improvement 2000 to 2020	Actual Recorded 2005 to 2020
Avon River	1.50	0.70	0.74	0.50	0.49	51%	67%	0.33
Heathcote River	2.60	0.80	1.61	1.33	0.47	38%	49%	0.42
Avon-Heathcote Estuary	1.67	0.44	0.93	0.40	0.44	44%	76%	0.20

- 4.3 **Table 2** compares the modelled annual overflow volume between the 2015 and 2020 LTS analysis, showing that the reduction in overflow volume exceeded the compliance target.

**Table 2 – Modelled catchment-based overflow volume comparison**

Catchment	Av. Annual CSO Volume (m <sup>3</sup> /year) from 2015 LTS Analysis		Av. Annual CSO Volume (m <sup>3</sup> /year) from 2020 LTS Analysis		Compliance Target 2020 (% volume reduction)	Schedule 1 volume % reduction	All CSO volume % reduction
	Schedule 1 Volume	All CSO Volume	Schedule 1 Volume	All CSO Volume			
Avon River	43,684	82,475	2,888	3,249	30%	93%	96%
Heathcote River	161,082	200,114	43,659	49,474	41%	73%	75%
Avon-Heathcote Estuary	36	5,664	-	1,570	0%	-	72%

- 4.4 An analysis of individual overflow frequencies explains why all the catchment targets have not been fully met. Rainfall analysis between 2005 and 2020, using the latest calibrated wastewater model, determined that two sites in the Avon River catchment and six sites in the Heathcote River catchments do not meet the individual site targets. Despite compliance achieved at other Schedule 1 sites, 8 of the 53 Schedule 1 locations (15%) are still susceptible to overflowing during rain events at a rate of more than twice per year.
- 4.5 **Table 3** highlights that the targeted compliance years that were set in 2014 to meet the individual overflow compliance frequency has not been met. A recent variation of the discharge consent provides for Council to submit an Action Plan as aligned to the committed capital programme of works to be considered in lieu of the 2014 compliance target dates.

**Table 3 – Modelled non-compliant individual sites**

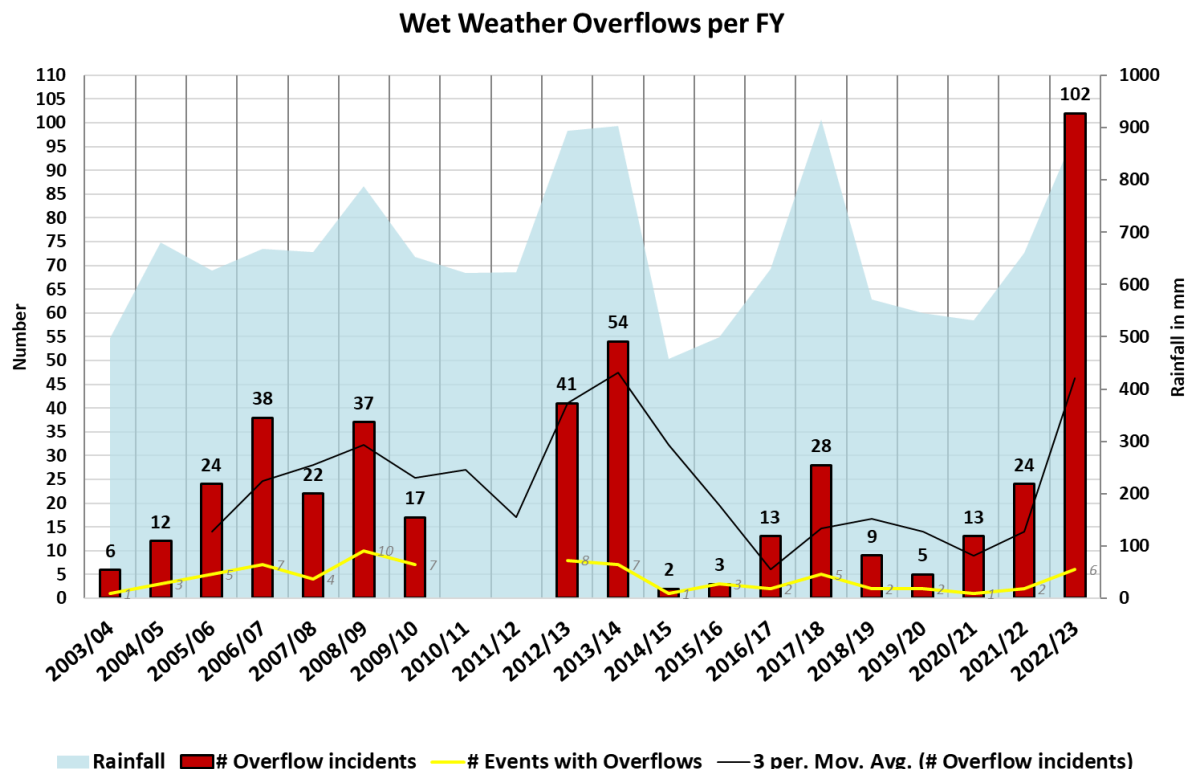
Overflow Point ID	Street Reference	Receiving Environment	Target Year for ARI > 0.5	Compliant?	Recalibrated Model(2005 to 2020)			
					Average Annual Volume (m3)	Overflow Event Frequency Years/Spill	Annual Overflow Frequency Spills/Year	Total Events
PS20/4	Fisher Ave	Heathcote	30/06/2022	No	1,738	0.16	6.13	92
PS1/18	67 Mandeville St	Avon	Compliant 2017	No	44	0.17	5.73	86
PS1/19	74 Picton Ave	Avon	Compliant 2017	No	35	0.19	5.20	78
PS21/1	Sandwich Rd/Eastern Tce	Heathcote	30/06/2020	No	117	0.21	4.67	70
PS13/1	Tilford St	Heathcote	30/06/2020	No	71	0.24	4.13	62
PS20/3	Tennyson St	Heathcote	Compliant 2017	No	414	0.24	4.13	62
PS20/2	Waltham Rd	Heathcote	Compliant 2017	No	149	0.26	3.80	57
PS42/1	Kevin St	Heathcote	Compliant 2017	No	9	0.29	3.40	51

- 4.6 **Table 4** provides a list of the committed capital projects that have been included in the Long-Term Plan to achieve overflow frequency compliance for the individual sites listed in Table 3.

**Table 4 – Committed projects to achieve overflow compliance**

CPMS #	Project Name	Total Cost	Master Plan Priority	Funding Period	Overflow Sites Addressed
43946	WW PS13 Tilford Street Pump Station and Pressure Main Capacity Upgrade	\$2,039,650	1	FY20 to FY26	1. PS13/1 Tilford Street
65133	WW Picton, Nelson, Elizabeth, Lyndon, Mandeville, Kipax, Kyle, Peverel, Burdale, Seto Mains Renewal <i>upgrades delivered as part of renewals</i>	\$12,192,458	2	FY21 to FY26	2. PS1/18 67 Mandeville Street 3. PS1/19 Picton Avenue
42154	WW Selwyn Pump Station (PS0152) Pressure Main and Sewer Upgrades <i>includes lower priority sewer upgrades</i>	\$51,928,245	1 3 4 6	FY24 to FY32	4. PS20/2 Waltham Rd 5. PS20/3 Tennyson St
73993	WW Beckenham PS (PS0153) and Pressure Main	\$4,976,281	2	FY25 to FY28	6. PS20/4 Fisher Ave 7. PS 21/1 Sandwich Rd / Eastern Tce
42155	Programme - WW Overflow Reduction <i>requires additional renewal funds</i>	\$3,908,408	2	FY26 to FY30	8. PS42/1 Kevin Street
<b>TOTAL</b>		<b>\$73,005,392</b>			

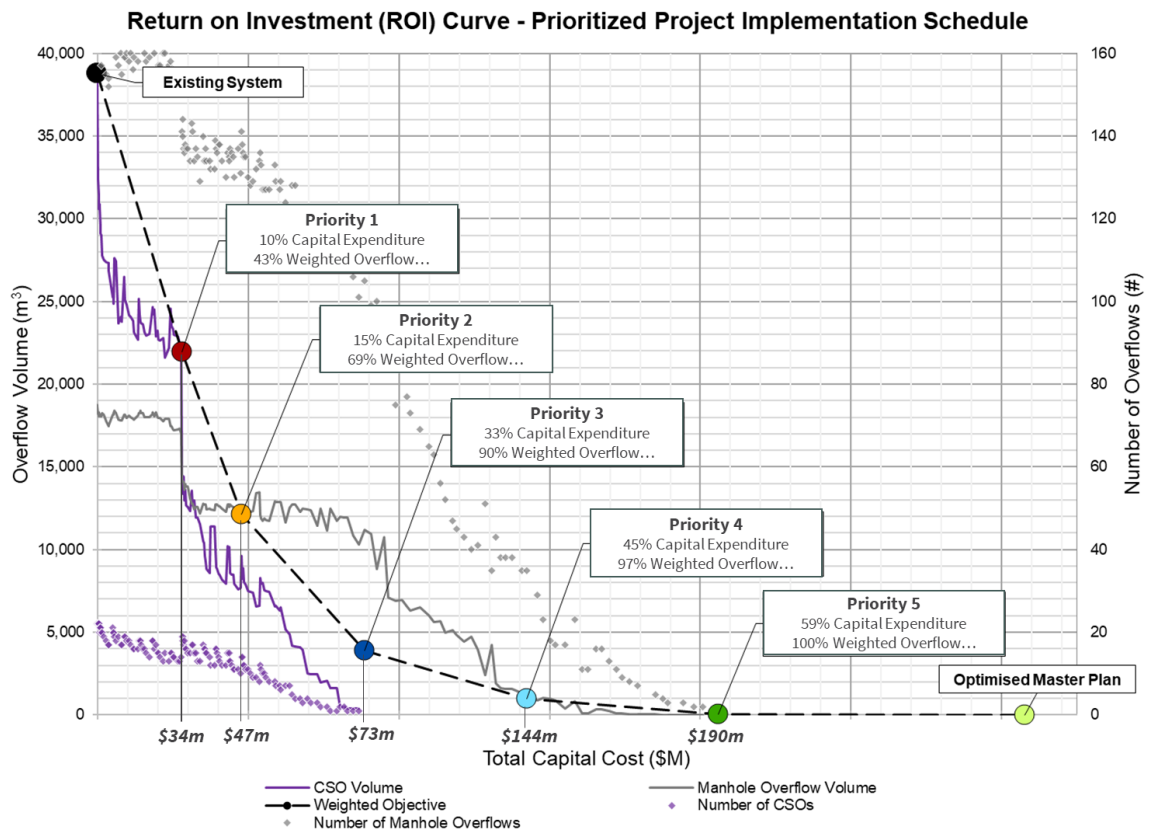
- 4.7 **Figure 1** reflects the actual number of overflows recorded over the past 20 years. It is noted that no data was available for the 2-year period post the earthquakes. Figure 1 also highlights the direct relationship between rainfall and overflows.
- 4.8 Despite the increase in overflows in 2023, that was caused by an increase in rain events and exacerbated by the fact that 4 of the 6 events occurred within a single month, none of the individual overflow locations exceeded the consented overflow frequency of twice per year when evaluating 5 years of data (2019 to 2023).



**Figure 1 – Recorded wastewater overflows over past 20 years**

- 4.9 The results of the 2020 LTS analysis were used to develop a representative design storm event. **Attachment A** shows the predicted overflows at constructed sewer overflow locations as well as from manholes.

- 4.10 The findings of the above assessment were used to optimise the solutions required to achieve consent compliance and to reduce the risk of manhole overflows. **Attachment B** reflects the completed WW Master Plan that prioritizes the projects to achieve overflow compliance, reduce the risk of manhole overflows and provide for growth. The prioritized project implementation schedule in **Figure 2** reflects 2020 costs but illustrates how the implementation of projects will reduce wet weather overflows.



**Figure 2 - WW Master Plan – Prioritized Project Implementation Schedule**

- 4.11 The 2025 LTP contains funding to deliver all Priority 1 projects and all but one of the Priority 2 projects. The priority 2 project not currently funded in the 2025 LTP does not directly impact the non-compliant Schedule 1 overflow locations.
- 4.12 Over and above the funding outlined in Table 4, the LTP contains an additional \$73 million of funding to deliver WW Master Plan projects, prioritized as Priority 3 to Priority 6 but targeted at providing capacity for growth. These projects include:
- CPMS 71996: WW Grassmere Wet Weather Storage Facility
  - CPMS 45280: WW Highfield Wastewater Servicing Stage 2
  - CPMS 30172: WW Riccarton (Upper Riccarton)
  - CPMS 43216: WW Tyrone Street Pump Station Capacity Renewal (PS62)
  - CPMS 42194 WW Halswell Pump Station (Stage 2) (PS60)
- 4.13 Where manhole overflows are predicted in the calibrated wastewater model, pipes that are earmarked for renewal and that have reached capacity, will be upsized as part of the renewals programme.



Attachments Ngā Tāpirihanga

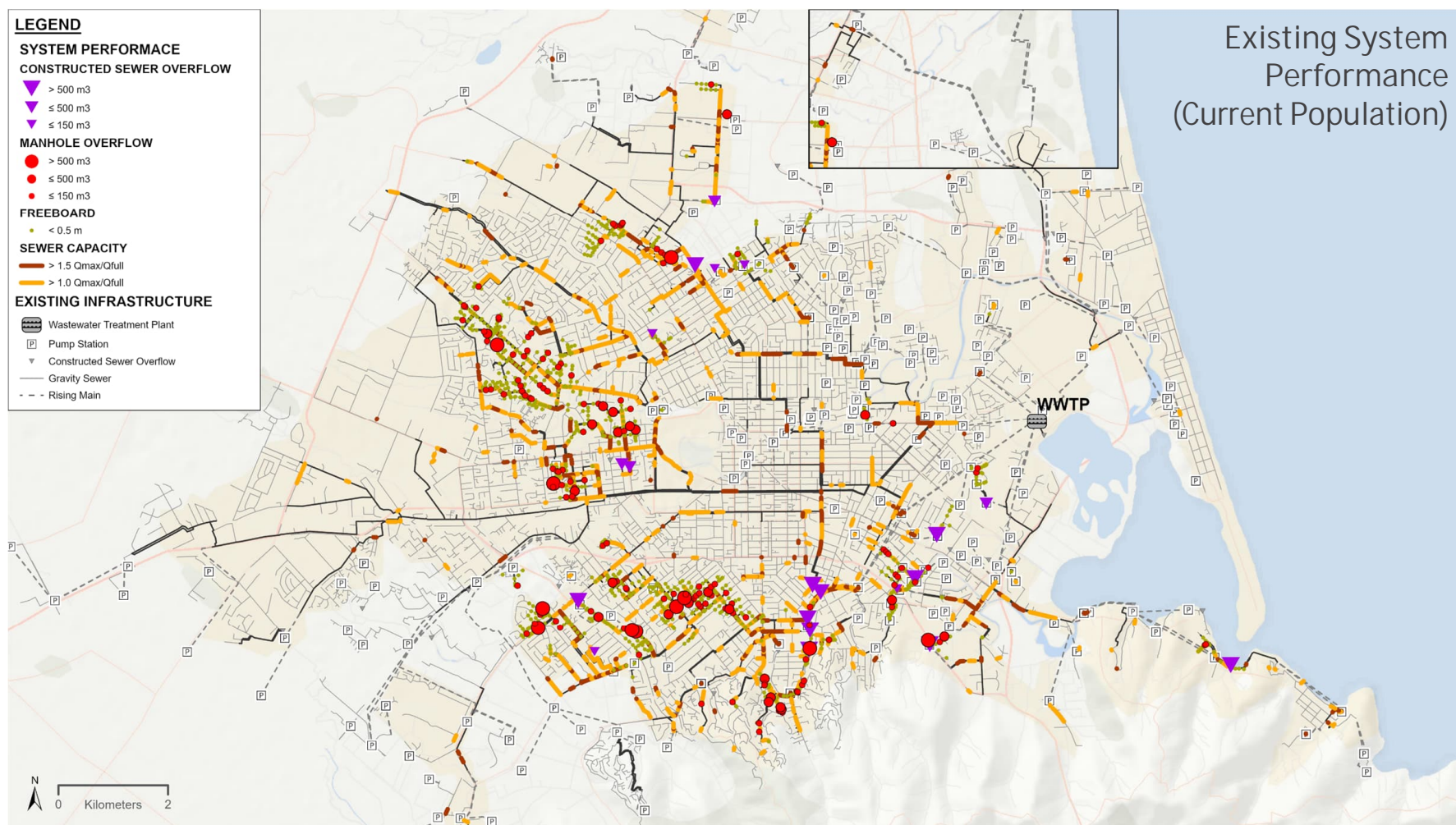
No.	Title	Reference	Page
A  	WW Existing Systems Performance	24/569626	286
B  	WW Master Plan	24/569628	287

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Michele McDonald - Team Leader Asset Planning
Approved By	Brent Smith - Head of Three Waters Jane Parfitt - General Manager City Infrastructure





## Karakia Whakamutunga

Kia whakairia te tapu

Kia wātea ai te ara

Kia turuki whakataha ai

Kia turuki whakataha ai

Haumi ē, hui ē, tāiki ē

## 19. Resolution to Exclude the Public

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

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

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

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

### **Note**

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

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

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

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

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE REVIEWED FOR POTENTIAL RELEASE
20.	PUBLIC EXCLUDED COUNCIL MINUTES - 3 APRIL 2024			REFER TO THE PREVIOUS PUBLIC EXCLUDED REASON IN THE AGENDAS FOR THESE MEETINGS.	
21.	PUBLIC EXCLUDED COUNCIL MINUTES - 10 APRIL 2024			REFER TO THE PREVIOUS PUBLIC EXCLUDED REASON IN THE AGENDAS FOR THESE MEETINGS.	

## Karakia Whakamutunga

Kia whakairia te tapu

Kia wātea ai te ara

Kia turuki whakataha ai

Kia turuki whakataha ai

Haumi e. Hui e. Tāiki e