

**Meeting notes for the meeting of the CERA Community Forum
Thursday 1 December 2011, 7.30pm
Christchurch Netball Centre, Hagley Avenue**

Present: Community Forum Members

Apologies: Trevor McIntyre, Marty Braithwaite, Sally Ansley, Richard Ballantyne,
Leah Carr, Joseph Chamberlain, Belinda Charteris, Leanne Curtis,
Peter Jenkins, Ruth Jones, Paul Lonsdale, Tom McBrearty, Walter Stone,
Deborah McCormick, Brian Parker, Patricia Siataga, Brian Vieceli

Darren Wright, Acting Chair

1 Minutes of the last meeting 17th November

All members present commented on the delays in receiving minutes from previous meetings. It was concluded that the Forum would request that unedited notes be provided two working days after the meeting to the Chair with a copy to Jane Bryden for comments, subject to the Chair talking with Jane about sensitivities, disclosure and approval requirements.

ACTION: CERA to discuss request to provide unedited minutes to the Chair with Jane.

2 General Business

2.1 The Chair discussed several items that had come up since the last meeting:

CBD visit next week for those who could not attend previous visit – contact Jane if interested.

ACTION: Members still wanting to visit the red zone to contact Jane Bryden.

2.2 Jane requested a list of meeting dates 2012 so as to identify a consistent venue. There was some discussion as to the frequency and venue of meetings and agreed that the first meeting in 2012 would be 2 February and all following meetings would be the 1st and 3rd Thursdays of the month. This would be revisited in 6 months. It was noted that small groups and the organising group could meet on a more regular basis to progress certain issues if necessary.

It was agreed that the 1st Thursday would generally be the planning and strategy meeting with the 3rd Thursday as the formal Community Forum monthly meeting.

It was agreed that urgent issues could be handled via the Forum email system.

ACTION: CERA to book venue for 2012 meetings.

- 2.3 Following discussion it was agreed that it would be useful to know CERA, EQC and territorial authorities' agendas ahead of time and encourage the agencies to seek feedback from the Forum. The Forum wants to be more pro-active than reactive in its approach and this can only be achieved through better information flow.

It was noted that territorial authority meeting agendas are posted online, although inconsistently in terms of how far in advance of the actual meeting.

ACTION: Chair to write to CERA, EQC, and territorial authorities requesting they consider Forum involvement as agendas are developed.

- 2.4 The Forum discussed the communications being presented by CERA and the CCC to communities, summarised as follows:

- The need for an indication of timelines on big issues/zoning;
- If CERA cannot be specific about timing then they need to set guidelines;
- CERA communications need improvement, people are not feeling confident.
- CERA and CCC can brief the Forum which can collectively and individually brief the communities and subsequently return the feedback;
- Forum wants guidelines about longer term vision plans so that they can test these with community thinking/position/vision;
- Long term plan/vision important, for 2, 5, 10 years.

ACTION: Chair to invite CERA Communications Manager to future meeting to present on timeframes for recovery of communities.

- 2.5 Members were reminded of the Minister's request for detailed examples of issues with EQC and/or Fletchers. Some have been received by the acting chair already. These will be forwarded to Jane on Tuesday.

ACTION: Members to provide EQC/Fletchers feedback by Tuesday to be forwarded to Minister by Acting Chair.

- 2.6 Jane will present the Summer Events Plan on Dec 15th meeting, members requested to think about how to quickly disseminate that information.

- 2.7 CERA issued name tags.

3 Themes and Issues for future focus and work streams

Brian Parker was absent from the meeting so this item was moved to a future meeting.

4 Questions for the CEO of the City Council for the next meeting

The Forum discussed potential issues to present to CEO of the CCC at the 15 December meeting. It was agreed that the CEO should perceive the Forum as a support role and

reference group, and conduit to communities, and a critical outcome of the meeting was the establishment of effective communications.

The acting chair tabled emailed papers from Suzanne Vallance and Marty Braithwaite.

Following discussion it was agreed potential questions to the CEO included:

- o Majority of community complaints are directed at CCC and relate to communications.
- o What is the community engagement strategy, do they have one?
- o Why are CCC meetings largely secretive and closed?
- o Why are CCC tier 2 and 3 staff not allowed to give certain information out?
- o Why have they forgotten the mandate of the people they are there to govern?
- o What are the issues around CCC insurance, should CERA to be more involved?
- o The CEO's observations on his and CCC's sense of how the communities are feeling and the impact on their day by day issues and the need for solutions to address those issues.
- o Consent processes are a real issue.

It was agreed that the Acting Chair would write to the CEO and offer a meeting prior to the meeting with the Forum, and outline the Forum's expectations for discussion, attached as Appendix One.

It was also agreed the CEO would be informed that the outcome of the meeting will be recorded in a report to the Minister, the Mayor and the CEO.

ACTION: Jane Bryden to request the Minister support the Forum's invitation to the CCC CEO.

ACTION: Forum Acting Chair to write to CCC CEO outlining the proposed framework for the meeting and offering to meet prior to the meeting.

5 Media Policy Draft

Deferred.

6 Matters outstanding from the last meeting

6.2 Tendering Processes (Jocelyn Pappitt). It was noted that bus companies were expressing concerns about a lack of opportunity to tender for tours of the CBD. The discussion focussed on the perception of a lack of transparency and openness, the need for CERA to balance the need for timely decisions and robust consultation but also to be aware of the impact of other concerns about a lack of transparency.

The Forum discussed formally requesting CERA for information about the tender process but instead decided to record a note to CERA that there is perception in the community that on occasion due process is not followed, eg. bus tender, and that greater clarity is needed around the decision making and why process is bypassed when it is, and proposing enhanced communications using primarily print media.

6.3 EQC/Fletchers (John Peet/Wendy Gilchrist)
As per previous note.

6.4 Name change on badge for Emma Twaddell.

6.5 Attendance to be taken at meetings from now on.

6.6 John Peet tabled the Avon River Park documents and requested as many people to support it as possible. Some members took signature pages.

ACTION: CERA requested to clarify tendering processes.

ACTION: CERA to request new name badge for Emma Twaddell.

ACTION: CERA to take attendance at future Forum meetings.

7 Next meeting

Thursday December 15 2011, venue to be confirmed.

The meeting was declared closed at 9:30 pm.

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Appendix One (meeting 1 December 2011)

Meeting with Tony Marryatt, CEO, Christchurch City Council – framework for discussion.

- An introduction outlining where the CEO sees things currently, his vision for the future, and how he sees the Forum fitting into his wider community engagement strategy.
- Comment on the following broad themes:
 - Consultation vs Engagement;
 - Community Board empowerment and resourcing;
 - Collaboration between CCC and CERA, including comments on role clarity;
 - Economic vision for the city and its timeframes;
 - Suburban redevelopment and how this will be empowered and resourced, including potential establishment of Hubs, small businesses in the Suburbs;
- Forum feedback providing a snapshot of the community:
 - Youth – Joseph,
 - Bexley – Lyn Ball
 - Avonside - Leanne
 - Port Hills – TBC.
 - Small Business and Economy - Emma
- Questions from the floor.
- The CEO will be thanked for his attendance and asked to leave the meeting. The Forum will then attempt to draft a report to the Minister.

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