



Tell us
what you
think

draft **Central City Plan**
Summary Document August 2011

Introduction

The magnitude 6.3 earthquake which ripped through Christchurch in February 2011 was the most destructive earthquake to strike a New Zealand city in 80 years; the last being in Napier in 1931.

As we all know, it was the third of what was to be four significant earthquakes to hit our city in 10 months. It caused extensive damage to Christchurch's Central City, resulting in the loss of 181 lives and many injuries; it destroyed and badly damaged buildings; forced the closure of businesses and resulted in many job losses; and changed the face of our Central City forever.

The natural disaster shut down the Central City, with up to 50 per cent of the buildings in the Central City cordon needing to be demolished, and along with it much of our heritage.

Under the Canterbury Earthquake Recovery Act 2011, the Christchurch City Council was given the responsibility for developing the recovery plan (known as the Central City Plan) for the CBD. This has been done in consultation with the Canterbury Earthquake Recovery Authority (CERA), Environment Canterbury (ECan), Te Rūnanga o Ngāi Tahu and Papatipu Rūnanga

What you told us

The Council received 106,000 ideas for redevelopment of the Central City.

All ideas were read and entered into a data analysis program which grouped the ideas into common themes and topics – it was from these that the draft Plan was written.

All ideas were considered, but not all ideas could be included. What Council looked to do was develop a Plan based on the key things people said they wanted in their Central City:

- Putting people at the centre of the redevelopment of the Central City
- Making the Central City a special place to go and enjoy a range of activities
- Providing an abundance of green space for lots of activities
- Stronger reflections of Ngāi Tahu and Maori culture in the city
- Creating precincts which will attract people
- Integrating transport networks with pedestrians as a priority

and the Greater Christchurch community through Share an Idea, public workshops and using a variety of other consultation methods.

The draft Central City Plan sets out how the Central City will be redeveloped and rebuilt. The purpose of the Plan is to build a strong, prosperous and resilient place where people want to invest, where residents want to spend their time and where visitors want to stop for a few days.

The Central City Plan is a framework to guide the redevelopment of the Central City, individual property owners and developers will be responsible for what is rebuilt on their own sites.

In order to facilitate the implementation of the Plan, changes have been proposed to the Christchurch City Council City Plan 2005 (the operative District Plan). These changes remove existing restrictions that might hamper some projects, expressly provide for the achievement of other projects, and introduce changes to generally achieve the built environment that the Plan envisages. Changes have also been made to the Global Stormwater Consent requirements.

This is a summary of the full Central City Plan which can be viewed and downloaded at centralcityplan.org.nz

- Having well-designed, sustainable low-rise buildings
- Making the Central city inclusive and accessible
- Creating a business friendly environment
- Less cars, less buses, less concrete, less pollution, less congestion and no high-rise buildings



Thousands of Christchurch residents Share an Idea for the redevelopment of the Central City



Out of adversity comes an unprecedented opportunity. We are embarking together on one of the most exciting projects ever presented to a community in New Zealand, perhaps the world - the opportunity to rebuild our Central City.

To face the challenges of a new century in a way that embraces a new awareness of not just our local environment and needs, but also of the global reality we face.

The end result is still in our collective imaginations - all of them slightly different, but in common we have some strong themes. These themes form the basis for the plan.

It is the beginning of our next community conversation, not the end of the process.

We want the best for Christchurch. A city for opportunity and investment, a city of green spaces and artistic endeavour, a city for people, and a legacy for those who follow us.

Please engage constructively in this process, we've seen destruction over the last year to fill many lifetimes.

We dedicate this discussion to those we loved that we lost, to those who reached out from around the globe and New Zealand who helped us and inspired us when we most needed it, and to the people of this great city and province who in turn inspired the world.

This is our city, it will rise again.

Bob Parker, Mayor of Christchurch



Our Central City

Our Central City will be strong, vibrant and prosperous.

The draft Central City Plan provides the framework to achieve this. It will be home to a thriving cosmopolitan community which cherishes the past and embraces the future; a city within a garden, with a distinct modern urban identity; that will champion business and investment; and be a delight to visit and a great place to call home.

The draft Central City Plan has more than 70 projects, costing \$1.9 billion, to be implemented over the next 10 to 20 years, each designed to help rebuild the area within the four avenues and create a vibrant, prosperous area for residents and visitors to enjoy.

Christchurch will become a city for people, a place recognised globally as one of the great cities of Australasia. The draft Plan describes the key projects the city will make to help create this new future.








The top 10 projects are:

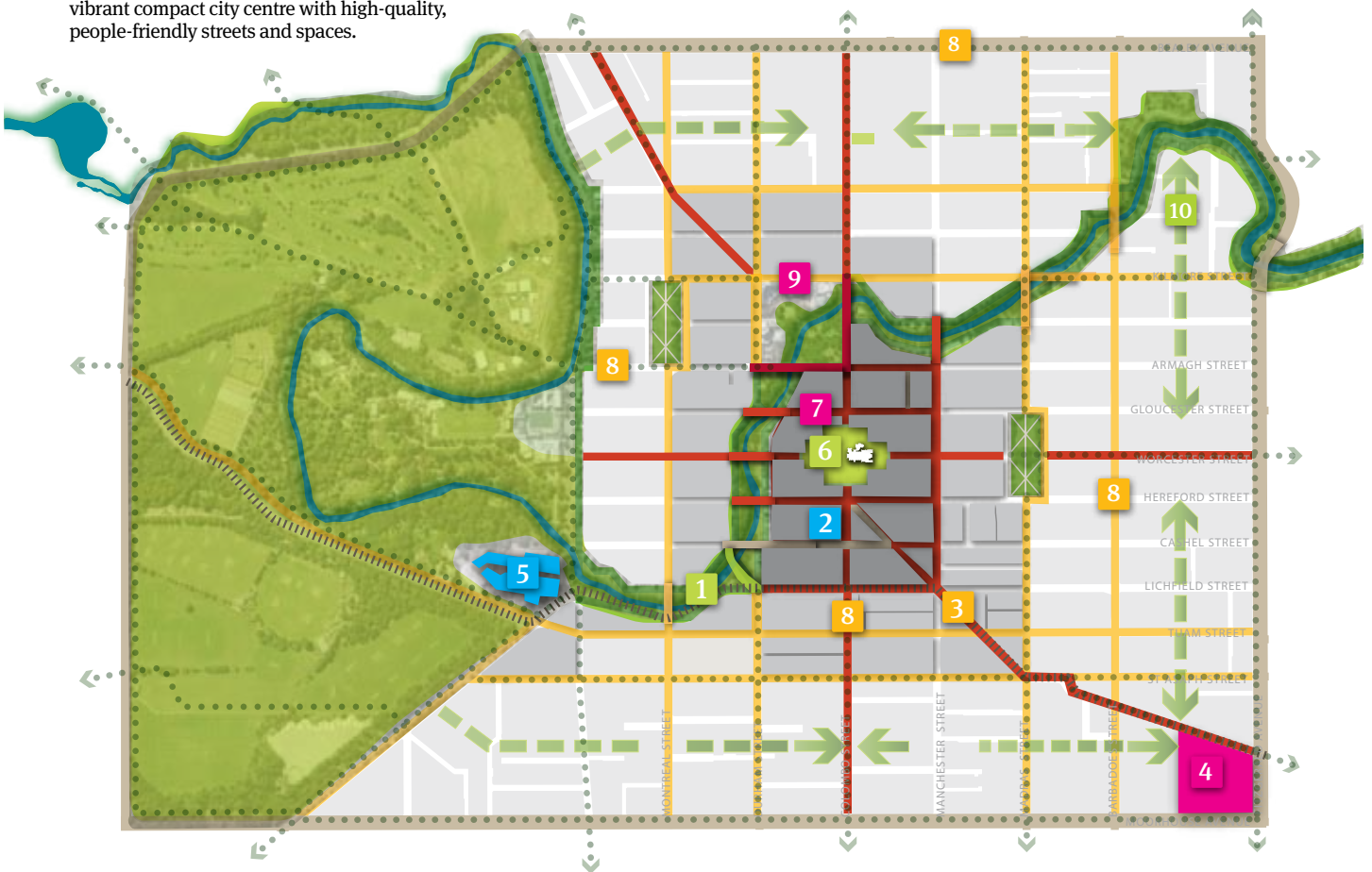
- 1 **Avon River Park/Papawai Ōtakaro** – the banks of the Avon River/Ōtakaro will be widened and celebrated as Christchurch's new riverfront park with boardwalks and spaces inviting people down to the water's edge. The Avon River Park/Papawai Ōtakaro will be a pedestrian and cycle friendly area offering a continuous journey through the Central City.
- 2 **Compact CBD** – shops and offices will be encouraged to re-locate into a smaller, defined and concentrated area, bounded by Lichfield, Manchester and Kilmore streets and the Avon River/Ōtakaro, to create a more vibrant compact city centre with high-quality, people-friendly streets and spaces.

- 3 **Light rail** - a light rail system is planned for Greater Christchurch to support planned significant growth in public transport patronage as the Central City redevelops. A short-term route will be developed from the University to the Central City, with the long-term goal being a shared regional priority to establish a light rail system linking settlements in Greater Christchurch, including Lyttelton, Rolleston and Rangiora to the Central City and key attractions.
- 4 **Metro-sports hub** – a new sports hub, home to world-class sporting facilities including a state-of-the-art aquatic centre, indoor stadium, a health and fitness centre and elite performance training facilities. It will be built in the south-eastern corner of the Central City.
- 5 **Christchurch Hospital** – redevelopment of Christchurch Hospital will provide the city with modern, safe and resilient tertiary hospital facilities to serve the Greater Christchurch region and South Island, and act a catalyst to attract a range of health and medical businesses and research and training institutes to establish a health precinct.
- 6 **Cathedral Square** – the greening of the civic and cultural heart of Christchurch will create a great place to visit, meet friends, enjoy a picnic or simply linger and enjoy the sun.
- 7 **Central Library** – a new Central Library will be built to provide the community with a learning hub; a place to celebrate cultural diversity, where everyone can enjoy reading, access digital information and be involved in lifelong learning.

- 8 **Transport choice** – the Central City will be easier to get to and about. Christchurch's new transport network will be designed to create a safer and more pleasant environment in which to walk, cycle, use public transport or drive and park with ease.
 - 9 **Convention Centre** – a world-class convention centre will be developed to attract new and exciting events to the city which will support a thriving hospitality and tourism sector.
 - 10 **Neighbourhood Parks** – a network of neighbourhood parks and gardens spread throughout the Central City will provide inner city residential and mixed use neighbourhoods with a variety of green spaces to enjoy a healthy, active lifestyle.
- These changes also provide the framework for new investment in the community, business, and in the civic fabric of the city. These are complemented by incentives, regulatory changes and programmes that will help bring the Central City back to life, creating a city that epitomises the spirit of Christchurch.

Legend

-  Light Rail
-  Compact CBD
-  Main Streets
-  One Way to Two Way Streets
-  Avenues
-  Bike Network
-  Neighbourhood Parks



Green City



Christchurch will promote healthy, sustainable and active living in the Central City through the natural environment and innovative green technology.

Christchurch has a strong garden city identity with its parks, rivers, squares and trees. Projects in Green City will enhance this unique natural heritage bringing it together in a diverse park network and through the use of green technologies.

Green City aims to create a connected network of green streets, squares and parks offering a variety of places and year-round activities for all ages and abilities. The Avon River/Ōtakaro will be celebrated with an expanded corridor, along with the ecological and cultural health of the river and cultural values of Ngāi Tahu will be recognised.

Cathedral Square will continue to be the civic and cultural heart of Christchurch but greener. It will be the place to be – to meet friends,

eat lunch, listen to music, connect free to the wireless network or simply just sit and enjoy the atmosphere. Cafes, restaurants and shops will ring the Square, encouraging visitors to linger.

Cranmer and Latimer Squares will be enhanced with new planting, lighting, seating and improved access to allow more people to enjoy these areas of special natural and cultural heritage.

A network of parks and public spaces offering green escapes will be found throughout the Central City in neighbourhoods and the central core. This on and off-street greenway will connect spaces and communities via pedestrian and cycle routes. Pocket parks will be formed, family-friendly parks created to improve Central City access to open spaces and community gardens will be encouraged.

New eco streets will improve the quality of the environment and water in the Central City through the installation of permeable surfaces, the planting of trees and rain gardens. Council will offer incentives for the walls and roofs

of buildings to be greened, and a renewable energy district heating scheme will be investigated for the Central City.

Other green initiatives include encouraging the best practice in building design and performance with a range of Green Star building incentives.

*Top: Conceptual image of the Avon River Park/Papawai Ōtakaro.
Below: Conceptual image of Cathedral Square.*

When I walk through the city I wish to see my Ngāi Tahu heritage reflected in the landscape. Our special indigenous plants that we used for scents, weaving, food and medicine are something unique that we can all celebrate.

Maruhaeremuri Stirling, Ngāi Tūāhuriri/Ngāi Tahu



Distinctive City

Christchurch's redeveloped Central City will be a strong, resilient city with a distinct identity.

Lower rise buildings of up to seven storeys in the compact core of the Central City will give people the confidence to return to and make the Central City their own place again and encourage a more balanced density.

Buildings will be encouraged to exceed seismic standards so we have a stronger, more resilient Central City. The Council will review its earthquake-prone buildings policy and consider a way of better informing the public about the safety of buildings.

Precincts and neighbourhoods will be created that are unique to Christchurch's Central City, providing a diversity of experiences and complementary mix of living options and activities.

The existing network of lanes will be extended to provide connections and spaces that enhance the historic grid of the Central City. Christchurch is one of few cities in the world with an intact and legible historic street grid.

With the significant scale of redevelopment to be undertaken, there is the ability to develop buildings that are attractive, safe and functional through encouraging the consistent use of good urban design principles. Buildings should be rebuilt better, relate well to one another and generate good interaction with public spaces.

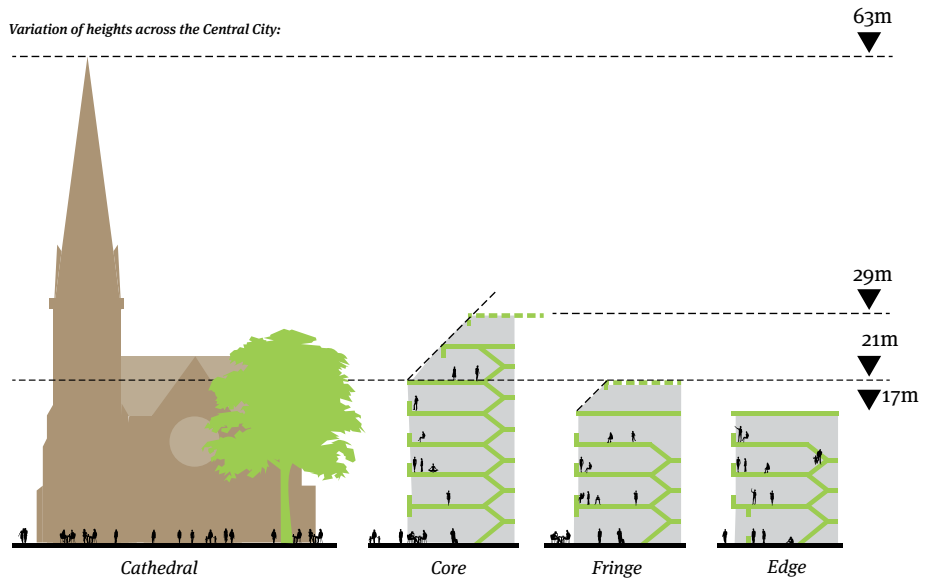
High-quality buildings will contribute to the city's built identity and set the stage for activity within the surrounding public spaces and streets. Green buildings and technologies will be encouraged, providing a lasting legacy.

A new Christchurch style is not being imposed as such, but is likely to emerge as buildings are replaced over a concentrated period of time.



Above: Precincts and new neighbourhoods will be encouraged.
Below: Conceptual image of the Central City's new lower rise buildings.

Variation of heights across the Central City:



Top: New proposed building heights.
Above: Fifty new lanes are planned.

There is the potential to incorporate reminders of the city's built heritage and the widespread use of green technologies will establish a new green identity.

Heritage

Council acknowledges the challenges of retaining heritage buildings but recognises the benefits of retaining these as familiar landmarks in the redevelopment of the Central City.

Council will seek to retain these important links through increased grant funding and targeting this to recognise the need for repair and strengthening work supported by a regulatory approach.

We must respect the past but build for the future.

The Very Reverend Peter Beck, Dean, Christchurch Cathedral



City Life



A diverse range of living choices in new communities, with inviting public spaces and new facilities will attract people to Christchurch's redeveloped Central City.

A new metro sports hub, performing arts venues, new Central Library and cultural and creative industry facilities will be found in the Central City. International design competitions will be held to ensure these facilities incorporate the best global design and the Central City is the place everyone wants to be.

The sports hub will incorporate an aquatic centre with an Olympic-sized swimming pool, sports pool and leisure pools, along with an indoor stadium to attract international sporting events. There will also be a health and fitness centre, elite performance training facilities and artificial surfaces.

Under the draft Plan, a community performance and rehearsal facility and professional theatre will be built, and Council will look at ways to provide arts and crafts studio assistance to ensure the city's artistic community continues to thrive.

A network of public art is also planned through the Central City and a state-of-the-art central playground will assist in bringing families back to the Central City.

Tertiary education is recognised as contributing significantly to Christchurch's economy and is one of the growth sectors to emerge as part of the redeveloped Central City. Council will work with tertiary providers to coordinate and facilitate a series of new initiatives.

Buildings, open spaces and facilities in the Central City will be designed to be safe, accessible, inclusive and people-friendly. In particular, Council wants the Central City to be an inviting and safe place to visit at night. It will use lighting and continue to promote a safer city through the use of crime prevention principles in the design of spaces and buildings.

Making the Central City an affordable housing choice for everyone is the aim of a Council residential incentives package designed to get people living in and enjoying the redeveloped Central City. The package addresses the high development costs of building in the Central City and potential homeowners having difficulty securing finance to buy a home.

A Housing Showcase of medium density and mixed use homes will be established as a new Central City neighbourhood to display high-quality urban design to inspire developers and show potential residents the benefits of living in the Central City. The showcase will be based on sustainable design principles.

Above: Conceptual image of the new metro sports hub.

How about a central library for kids connected to the main library by a great cafe and play/reading area.

Emma, Redcliffs



International design competitions will give Christchurch the best globally designed facilities.



Transport Choice

Christchurch's new transport network for the Central City will offer the choice to walk, cycle, use public transport or drive to and around the Central City.

The draft Plan supports the heart of the Central City being people-friendly with wider footpaths, street trees and public art. Cars will still be able to drive down the main streets but at slower speeds and park on-street, in short-term car parks. Off-street parking will be provided in parking buildings around the edge of the compact CBD.

Significant investment in a high-quality public transport network will be key to helping make it the first choice for longer journeys to and from the Central City, thereby reducing traffic demands and stimulating urban regeneration.

The new bus network will be efficient, reliable and affordable. It will travel around the edge of the compact CBD with high-quality buses. A temporary bus exchange will be developed on a site between Tuam and Lichfield streets, supported by a new generation of street

stations. Buses will circulate the slow core, passing through three street stations to enable passengers to enter and leave the Central City via a station close to their destination.

Light rail is proposed to be introduced from the University of Canterbury to the Central City as the first stage of a strategic long-term shared regional priority to establish a light rail system linking settlements in Greater Christchurch, including Lyttelton, Rolleston and Rangiora to the Central City and key attractions.

Moorhouse, Fitzgerald, Bealey, Harper and Deans avenues will be upgraded to provide an orbital road to reduce the need for through traffic; and the existing one-way system will be converted to two-way to provide simple, direct access to the Central City.

Separated cycle lanes will be built on key streets around the slow core, to create a safe and efficient cycling network. A new network of continuous and safe cycle routes will make it easy to cycle into the Central City. High-quality cycle parking facilities will also be provided. These will be secure, covered where possible, and located at a wide range of key destinations.

Short-term, on-and off-street parking close to the compact CBD will be provided for shoppers and business visitors, with long-term commuter parking through either on-street coupon parking around the Central City periphery or a network of strategically located parking buildings accessed off streets leading from the avenues.

Too much traffic uses the one way systems in the city as a thoroughfare we need to have less cars in CBD.

Craig, Avonhead



Light rail is proposed to link the Central City and the University of Canterbury.



It will be easier to get to and around the Central City with a choice of travel options.



A compact central business district for business, supported by clusters of boutique retail stores, professional services and new business developments is vital for economic prosperity in the redeveloped Central City.

The compact CBD will focus around Cathedral Square, recognising it as the heart of the Central City. This will be where most businesses and retail activity will be found in the Central City. Centralising these activities will provide economic benefits through the co-location of complementary activities.

To make this happen, Council will provide incentives to accelerate development and growth.

Office and retail development will not be prohibited outside this area; however significant controls on the scale and form of developments will encourage development within the compact CBD area.

Council will provide the leadership, support and regulatory framework to encourage certain developments into the Central City, and central and local government will be asked to contribute to the redevelopment of the Central City by committing to return all government operations and departments to the area.

The Central City will offer destination shopping in a small but vibrant retail area. Bounded by Oxford Terrace, Lichfield Street, High Street and City Mall, the new defined retail area will offer shoppers a unique experience and improved turnover for retailers. High Street and Victoria Street will continue to offer boutique shopping.

Free parking for up to two hours will be provided for two years from 2012 at off-street Council-controlled car parking buildings within the Central City to encourage residents to return to the area to shop, eat and enjoy the variety of activity on offer in the public spaces.

A covered market is planned to offer everything from fresh produce and arts and crafts to clothing, antiques and books in the one location, providing the catalyst for private sector investment in the surrounding areas.

Cultural diversity in Christchurch will be celebrated with a new international quarter where visitors will be entertained by buskers and musicians while enjoying a variety of foods from throughout the world, in particular the Asia-Pacific region.

Before February's earthquake, more than 50,000 people worked in the Central City. It is proposed to restore and expand that number through a range of initiatives such as supporting the redevelopment of Christchurch Hospital to help create a health precinct in the area; providing assistance to establish the new high-technology Enterprise Precinct and Innovation Campus (EPIC); and providing free WiFi throughout the Central City as part of positioning Christchurch at the forefront of global telecommunications technology.

Visitors will play a key role in restoring economic prosperity to the Central City. Council has supported the setting up of a temporary Visitor Information Centre in the Botanic Gardens and will work with the industry to quickly re-establish key tourism infrastructure. Council is committed to the redevelopment of the Christchurch Convention Centre.



Top: Conceptual image of the new Compact CBD.
Above: An international quarter will be developed.

A far more compact CBD, with precincts for tech, cultural, historic, retail, professional, surrounded by mixed residential and green space.

Karlene, Claudia and Liam, Mairehau



Transitional City

A transitional Central City will need to evolve in the coming months as completed building demolition enables areas within the Central City cordon to re-open.

Council will ease rules and barriers for a temporary period to allow the market to test ideas, explore concepts and develop innovative ways to bring people, business and investment back to the central business district. All temporary activities will need to support the redeveloped city.

The transitional city is critical for the success of the recovery. Coordination will be achieved by establishing a Council-led project team to centrally capture and coordinate a response to the broad range of quick win initiatives designed to accelerate growth and development. These initiatives will have a lifecycle through the redevelopment of the Central City.

There is an immediate need to create a business environment that delivers a range of activities and interventions to provide for a confident business climate for retail, tourism, hospitality, office and general commercial sectors.

Council will green the rubble on strategic vacant sites within the central business district. This will provide temporary landscaping and use of the sites to enhance the environment until rebuilding begins on site.

Gap filler will be used to provide some interactive events-based activities on selected vacant sites throughout the area. A range of other temporary activity will be supported.

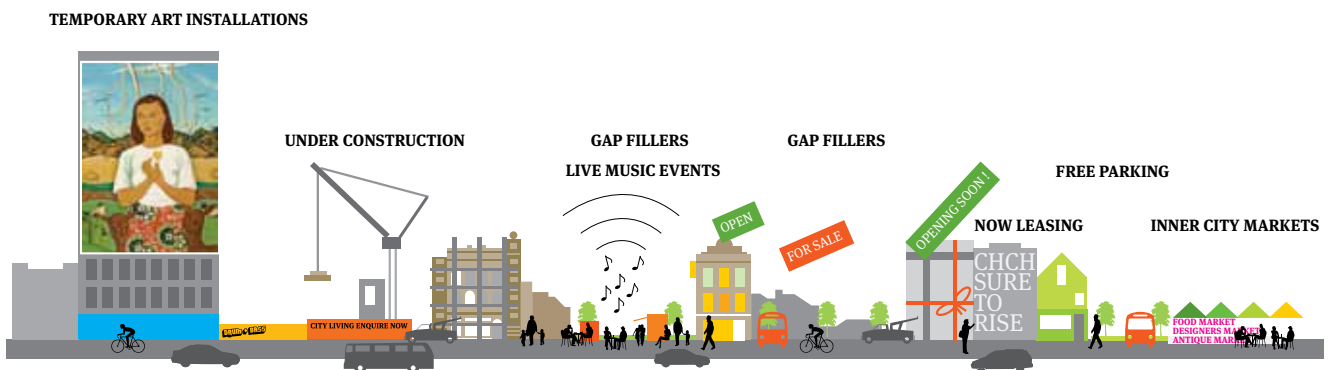
When areas of the Central City cordon re-open, it will be an unfamiliar landscape for most residents. Vacant sites will provide an opportunity for remembering what came before and provide hope for the rebuild. Images of the buildings as they appeared before the earthquakes began in September 2010 could be

printed on fabric drops or exhibition billboards for display. This is common practice in Europe when buildings are being refurbished.

Other landmark sites will need to be fenced for some years and this represents an opportunity for interpretation and public information to be displayed as the city recovers.

A transitional transport plan will be developed for the Central City to move through the demolition, construction and economic recovery phases. Temporary passenger transport shuttles will provide pick up and drop off services throughout the area, and a temporary bus exchange will be developed on Lichfield Street. The plan will support commuters and shoppers having safe access routes in and out of the CBD.

Below: How the Central City will develop from demolition through its transitional phase into the Central City of the future.



Implementation

Rebuilding the most damaged parts of the Central City will be a complex, challenging and lengthy process.

The draft Central City Plan describes a multi-layered approach to what will be achieved during the next 10 to 20 years to rebuild the city, recover business activity and enable the Central City to achieve its full potential. Each project has been prioritised and given a timeframe for implementation.

Council will lead this investment over the life of the Plan and this will be budgeted and agreed through normal Council processes. The total cost of the Plan is \$1.9 billion. The Plan and Council's funding commitments will encourage the private sector to invest in the Central City. They will be a critical partner both in terms of property development and as tenants and occupiers of new and existing buildings.

It is recognised that the success of redeveloping

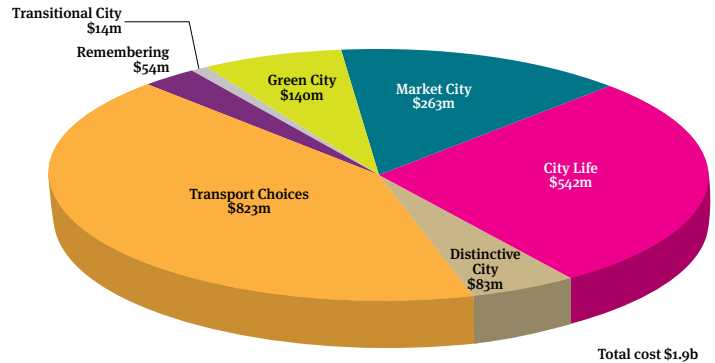
the Central City relies heavily on private sector investment in the replacement of a large proportion of buildings.

Some of the projects in the draft Central City Plan will require private public partnerships or joint ventures with Council and other agencies, while others will act as a catalyst for on-going investment or action by the private sector or other agencies.

Council's projects will be included in future budgets and the Long Term Plan. Further work will need to be carried out on a number of these to ensure the cost estimates are robust and the projects can be completed as planned.

While some projects are new, others provide for the reconstruction of replacement or damaged infrastructure, buildings and other assets.

Implementation - 10 to 20-year programme



Tell us what you think

The Draft Central City Plan can be viewed from Tuesday 16 August 2011

- online at www.centralcityplan.org.nz
- on CD and hard copy from Council service centres, libraries and Recreation & Sport Centres
- on request from Council's Call Centre on phone 941 8999 or 0800 800 169.

It can also be viewed and discussed at a series of roadshows around Christchurch between 23 August and 4 September, at the International Speaker Series 27 and 28 August at the University of Canterbury's Central Lecture Theatre, and at a drop-in centre from 5 to 11 September.

Written comments can be made:

- via the web www.centralcityplan.org.nz
- via email centralcityplan@ccc.govt.nz
- on the comment form or in a letter either posted to Freepost 178
Central City Plan Comments
Christchurch City Council
PO Box 73001
Christchurch 8154

or delivered to a drop-box at
Christchurch City Council service centres.

Comments will be accepted from Tuesday 16 August to 5pm on Friday 16 September 2011.

To ensure receipt, please hand deliver last-minute hard copies to the drop-box in the foyer of the HSBC building, 62 Worcester Boulevard, Christchurch.

Council will acknowledge receipt of all written comments.

Hearings

The Council will hold public hearings for people who wish to appear and be heard. These will be held in the week beginning 3 October 2011.

The intention is that this opportunity is used to make comments that are necessary to clarify those made in writing.

No-one will be denied the opportunity to appear and be heard, if that is requested.

However, depending on the number of requests received, the time available may be limited.

People requesting to be heard will receive information about the hearings in writing, by email or by telephone.

The Council will meet in mid December to approve the final Plan to go to the Minister for Earthquake Recovery.

Roadshows

For two weeks from Tuesday 23 August to Saturday 3 September, a Central City Plan Roadshow will be heading out to our local communities, stopping at various venues throughout Christchurch. This will make it easy for everyone to learn about what's in the draft Central City Plan, get an opportunity to discuss any areas of interest with our planners and most importantly make a submission. Details are:

Tuesday 23 August
Woolston Working Men's Club
43 Hargood St, Woolston
11am to 7pm

Wednesday 24 August
Cashmere Club
50 Colombo St, Somerfield
11am to 7pm

Thursday 25 August
North Beach Community Centre
93 Marine Parade, New Brighton
11am to 7pm

Friday 26 August
St Albans-Shirley Club
269 Hills Rd, Shirley
Noon to 7pm

Monday 29 August

La Vida Conference & Community Centre
34A Hansons Lane, Upper Riccarton
11am to 7pm

Tuesday 30 August

Burnside Bowling Club
330 Avonhead Rd, Avonhead
11am to 7pm

Wednesday 31 August

Akaroa Sports Complex
28 Rue Jolie, Akaroa
1pm to 6pm

Saturday 3 September

Lyttelton Recreation Centre – Trinity Hall
25 Winchester St, Lyttelton
10am to 4pm

The Roadshow will be at the International Speakers Series on Saturday 27 and Sunday 28 August at the University of Canterbury's Central Lecture Theatre, from 10am to 4pm.

The International Speaker Series is an opportunity to listen to a variety of inspirational speakers on their experiences relating to redeveloping cities and communities which have subjected to devastation – natural and human.

Written comments on the draft Central City Plan (Volumes 1 and 2) may be made between Tuesday 16 August 2011 and 5pm on Friday 16 September 2011.

It will help us if in your comments you:

- refer to the specific chapter and page number of the proposed Central City Plan.
please use dark ink for your comments.

Please note: Comments received will be posted electronically on the Council's website. These will be available to the public subject to the provisions of the Local Government Official Information and Meetings Act 1987.

Make your comments:

On the internet

Using the online form at www.centralcityplan.org.nz
Please follow all the instructions on the website.

By email

centralcityplan@ccc.govt.nz
Please make sure that your full name and address is included.

By post

(no stamp is required) to:
Freepost 178
Central City Plan Comments
Christchurch City Council
PO Box 73001
Christchurch 8154

Drop in

To open CCC Service Centres and Libraries



No anonymous comments will be accepted. Whether you use this form or not, you must provide your full name, address and telephone number.

Written comments and/or a request to appear at the public hearings must be received (NOT postmarked) no later than 5pm on Friday 16 September 2011.

Public hearings

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No one will be denied the opportunity to appear and be heard, if that is requested. However, depending on the number of requests received, the time available may be limited.

The intention is that this opportunity is for those who have made written comments to clarify these.

People requesting to be heard will receive information about the hearings in writing, by email or by telephone.

Form section for public hearing preferences, including 'Tick one' and checkboxes for various city areas like Remembering, Transitional City, Green City, etc.

Form section for completion details, including 'Are you completing this form?' and 'My comments refer to:'

Form section for personal details, including 'Your Name', '*Organisation name', 'Contact Address', 'Phone No', 'Email', and 'Signature'.

