Waipapa
Papanui-Innes Community Board
AGENDA

Notice of Meeting:
An ordinary meeting of the Waipapa/Papanui-Innes Community Board will be held on:

Date: Friday 22 February 2019
Time: 9am
Venue: Board Room, Papanui Service Centre,
Corner Langdons Road and Restell Street, Papanui

Membership
Chairperson: Ali Jones
Deputy Chairperson: Emma Norrish
Members: Jo Byrne
Pauline Cotter
Mike Davidson
John Stringer

20 February 2019

Christine Lane
Manager Community Governance, Papanui-Innes
941 5213
christine.lane@ccc.govt.nz
www.ccc.govt.nz

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

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Strategic Framework

The Council’s Vision – Christchurch is a city of opportunity for all.

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

Whiria ngā whenu o ngā papa
Honoa ki te maurua tāukiuki

Bind together the strands of each mat
And join together with the seams of respect and reciprocity.

The partnership with Papatipu Rūnanga reflects mutual understanding and respect, and a goal of improving the economic, cultural, environmental and social wellbeing for all.

Overarching Principle

Partnership - Our people are our taonga – to be treasured and encouraged. By working together we can create a city that uses their skill and talent, where we can all participate, and be valued.

Supporting Principles

Accountability
Aﬀordability
Agility
Equity
Innovation

Collaboration
Prudent Financial Management
Stewardship
Wellbeing and resilience
Trust

Community Outcomes

What we want to achieve together as our city evolves

Strong communities
Strong sense of community
Active participation in civic life
Safe and healthy communities
Celebration of our identity through arts, culture, heritage and sport
Valuing the voices of children and young people

Liveable city
Vibrant and thriving central city, suburban and rural centres
A well connected and accessible city
Sufficient supply of, and access to, a range of housing
21st century garden city we are proud to live in

Healthy environment
Healthy waterways
High quality drinking water
Unique landscapes and indigenous biodiversity are valued
Sustainable use of resources

Prosperous economy
Great place for people, business and investment
An inclusive, equitable economy with broad-based prosperity for all
A productive, adaptive and resilient economic base
Modern and robust city infrastructure and community facilities

Strategic Priorities

Our focus for improvement over the next three years and beyond

Enabling active citizenship and connected communities

Maximising opportunities to develop a vibrant, prosperous and sustainable 21st century city

Climate change leadership
Informed and proactive approaches to natural hazard risks

Increasing active, public and shared transport opportunities and use

Safe and sustainable water supply and improved waterways
Mihi

Tēnā koutou
Kua hui mai nei
Ki tēnei whare ā tātou
Ki te kōrero, ki te whakarongo
i nga kaupapa ā to haporī
Nau mai, haere mai.
Nā reira tēnā koutou katoa

Greetings
to all who have gathered
within our (communal) house
to speak and to listen to the
topics/conversations of your community
Welcome, welcome
Therefore, again I greet all present
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1. **Apologies**
   At the close of the agenda no apologies had been received.

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

3. **Confirmation of Previous Minutes**
   That the minutes of the Waipapa/Papanui-Innes Community Board meeting held on Friday, 8 February 2019 be confirmed (refer page 6).

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

5. **Deputations by Appointment**
   There were no deputations by appointment at the time the agenda was prepared.

6. **Presentation of Petitions**
   There were no petitions received at the time the agenda was prepared.
Waipapa
Papanui-Innes Community Board
OPEN MINUTES

Date: Friday 8 February 2019
Time: 9am
Venue: Board Room, Papanui Service Centre,
Corner Langdons Road and Restell Street, Papanui

Present
Chairperson: Ali Jones
Deputy Chairperson: Emma Norrish
Members: Jo Byrne, Pauline Cotter, Mike Davidson, John Stringer

4 February 2019

Christine Lane
Manager Community Governance, Papanui-Innes
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The agenda was dealt with in the following order.

1. **Apologies**  
   Part C  
   Community Board Decision  
   There were no apologies.

2. **Declarations of Interest**  
   Part B  
   There were no declarations of interest recorded.

3. **Confirmation of Previous Minutes**  
   Part C  
   Community Board Resolved PICB/2019/00008  
   That the minutes of the Waipapa/Papanui-Innes Community Board meeting held on Friday, 25 January 2019 be confirmed.  
   Pauline Cotter/Jo Byrne  
   Carried

4. **Public Forum**  
   Part B  
   There were no public forum presentations.

5. **Deputations by Appointment**  
   Part B  
   5.1 **Bus Stop and Shelter Upgrade Shirley Road**  
   Philip Haythornthwaite spoke to the Board regarding the proposed bus stop and shelter upgrade on Shirley Road.  
   The Chairperson thanked Mr Haythornthwaite for his deputation.

6. **Presentation of Petitions**  
   Part B  
   There was no presentation of petitions.
7. Correspondence

7.1 Early Start Project
The Board requested that the Early Start Project Team be invited to attend a meeting to update the Board on their work and programmes.

7.2 Request for Removal of Tree
The Board requested that the letter from J Jin requesting removal of a tree be forwarded to the appropriate team for a report.

7.3 Thank you for Card – Y Palmer

Community Board Resolved PICB/2019/00009
That the Papanui-Innes Community Board:

1. Receive the information in the correspondence report dated 08 February 2019.

Emma Norrish/Jo Byrne

Carried

8. The Palms Suburban Interchange Upgrade - Stage 1 - Shirley Road bus stop and shelter upgrades

Staff Recommendations

That the Papanui-Innes Community Board:

1. Approve the scheme designs for The Palms Public Transport Facilities – Shirley Road Bus Stop, as detailed in Attachment A.


3. For the purposes of the following resolutions: (1) An intersection of roadways is defined by the position of kerbs on each intersecting roadway; and (2) The resolution is to take effect from the commencement of physical road works associated with the project as detailed in this report.

4. Approve that all parking and stopping restrictions on south side of Shirley Road commencing at a point 71 metres west of its intersection with North Parade and extending in a westerly direction for a distance of 31 metres be revoked.

5. Approve that a bus stop be created on the south side of Shirley Road, commencing at a point 71 metres west of its intersection with North Parade, and extending in a westerly direction for a distance of 31 metres.
Community Board Resolved PICB/2019/00010

That the Papanui-Innes Community Board:

1. Lay the report on the table subject to staff reporting on the removal of the cabbage tree located behind the existing bus shelter, moving the proposed bus shelter back towards the Shirley Intermediate School boundary by 500mm, consulting with Kentucky Fried Chicken (KFC) regarding the right turn into KFC and the pinch points/congestion issues on Shirley Road should the right turn be retained.

   Staff are asked to email the responses to Members prior to the Board meeting on 22 February 2019.

Jo Byrne/Ali Jones

Carried

Jo Byrne left the meeting at 9:44 a.m. Jo Byrne returned to the meeting at 9:46 a.m.


   Staff Recommendations

That the Waipapa/Papanui-Innes Community Board:

1. Approves a grant of $2,330 from its 2018/19 Discretionary Response Fund for the delivery of the Celebration to open St Albans Park.

Community Board Resolved PICB/2019/00011

That the Waipapa/Papanui-Innes Community Board:

1. Approves a grant of up to $2,500 from its 2018/19 Discretionary Response Fund for the delivery of the Celebration to open St Albans Park.

Pauline Cotter/Jo Byrne

Carried

10. Application to the Waipapa/Papanui-Innes Community Board's 2018/19 Discretionary Response Fund - Richmond Residents' and Business Association

   Staff Recommendations

That the Waipapa/Papanui-Innes Community Board:

1. Approves a grant of $3,000 from its 2018/19 Discretionary Response Fund to Richmond Residents' and Business Association towards establishment and running costs.

Community Board Resolved PICB/2019/00012

That the Waipapa/Papanui-Innes Community Board:

1. Lays the application from the Richmond Residents' and Business Association on the table pending further information from staff regarding a breakdown of the associated costs.

Ali Jones/Jo Byrne

Carried

Mike Davidson and John Stringer requested that their vote against the decision be recorded.
Pauline Cotter left the meeting at 10:12 a.m. Pauline Cotter returned to the meeting at 10:13 a.m.

11. Waipapa/Papanui-Innes Community Board Area Report - January 2019

Community Board Resolved PICB/2019/00013 Original Staff Recommendation adopted without change

That the Waipapa/Papanui-Innes Community Board:


Emma Norrish/Jo Byrne

Carried

12. Elected Members’ Information Exchange

Part B
Board members exchanged information on matters of interest as follows:

12.1 Equitable Education in the East Group

Staff were asked to investigate the possibility of arranging a meeting between the Ministry of Education, the Board and the above Group to discuss schools, education, access and zoning.

Meeting concluded at 10.41am.

CONFIRMED THIS 22nd DAY OF FEBRUARY 2019.

ALI JONES
CHAIRPERSON
7. The Palms Suburban Interchange Upgrade - Stage 1 - Shirley Road bus stop and shelter upgrades

Reference: 19/142590
Presenter(s): Andy Richards, Project Manager; Kim Swarbrick, Engagement Advisor

1. Purpose and Origin of Report

Purpose of Report
1.1 The purpose of this report is for the Papanui-Innes Community Board to:

1.1.1 Approve those parts of the attached scheme plan (refer Attachment A) and traffic controls for which the Board has delegated authority, for the Palms Suburban Interchange Upgrade - Stage 1 - Shirley Road bus stop and shelter upgrades project.

Origin of Report
1.2 This report is staff generated for the Papanui-Innes Community Board following the consultation process. The Board was previously advised of the project at a seminar held on 4 July 2017 (Papanui-Innes Community Board).

2. Significance

2.1 The decision(s) in this report is of medium significance in relation to the Christchurch City Council’s Significance and Engagement Policy.

2.1.1 The level of significance was determined by using the engagement and significance matrix. Staff have considered the significance of the decision to be made by the Council. Their assessment is that the matter is of medium significance for the following reasons:

2.1.2 There is strong local community interest in this project and ongoing requests for improvements to be made at this intersection. There has also been ongoing media interest in this intersection.

2.1.3 The community engagement and consultation outlined in this report reflect this assessment.

3. Staff Recommendations

That the Papanui-Innes Community Board:

1. Approve the scheme designs for The Palms Public Transport Facilities – Shirley Road Bus Stop, as detailed in Attachment A.


3. For the purposes of the following resolutions: (1) An intersection of roadways is defined by the position of kerbs on each intersecting roadway; and (2) The resolution is to take effect from the commencement of physical road works associated with the project as detailed in this report.

4. Approve that all parking and stopping restrictions on south side of Shirley Road commencing at a point 71 metres west of its intersection with North Parade and extending in a westerly direction for a distance of 31 metres be revoked.
5. Approve that a bus stop be created on the south side of Shirley Road, commencing at a point 71 metres west of its intersection with North Parade, and extending in a westerly direction for a distance of 31 metres.

4. Key Points

4.1 This report supports the Council's Long Term Plan (2015 - 2025):

4.1.1 Activity: Public Transport Infrastructure

- Level of Service: 10.4.5 Ensure user satisfaction with the appearance, safety and ease of use of transport interchange(s) and suburban hubs

4.2 The following feasible options have been considered:

- Option 1 - Bus stop upgrade (Preferred Option)
- Option 2 – Do nothing

4.3 Option Summary - Advantages and Disadvantages (Preferred Option)

4.3.1 The advantages of this option include:

- Longer bus stop which will accommodate two buses simultaneously which will reduce congestion in the main vehicle lane.
- Upgraded larger bus shelter for improved customer comfort.
- Better provision for cyclists by better delineation and clearance around the bus.

4.3.2 The disadvantages of this option include:

- Conversion of footpath from a separated cycle and pedestrian facility to a shared path in proximity to the bus shelter and narrowing by 0.5m.

5. Context/Background

Background

5.1 This project concerns improvements to bus facilities at Shirley, the Palms as part of the Hubs and Spokes programme. This project involves upgrades to two bus stops and shelters and will be delivered in two stages:

- Stage 1 – Shirley Road bus stop and shelter improvement (west bound busses, located west of the Shirley Road/Marshlands Road/ New Brighton Road/ North Parade Intersection).
- Stage 2 – New Brighton Road bus stop and shelter improvement (east bound busses, located east of the Shirley Road/Marshlands Road/ New Brighton Road/ North Parade Intersection).

5.2 This report concerns Stage 1 – Shirley Road bus stop and shelter improvement only. Stage 2 - New Brighton Road bus stop and shelter improvement will be delivered separately as land purchase negotiations continue and there is an opportunity for Council to deliver improved public transport facilities in a stage approached.

Objectives

5.3 Develop a project to improve the passenger facilities at Shirley, The Palms passenger hub, as outlined below:

- Improve bus facilities (shelters and stops) at The Palms Passenger Hub, Shirley to make them more attractive for customers and increase patronage.
• Renew stop furniture with site-appropriate facilities focusing on safety and accessibility.
• Provide sufficient space and facilities to accommodate passenger and bus service demands.
• Review stop in terms of their accessibility and ensure that any upgrade incorporates accessibility guidance so that the design complies with latest accessibility legislation.
• Ensure that the stop design incorporates cycleways and cycle infrastructure.

6. Option 1 - Bus stop indented (preferred option)

Option Description
6.1 Key Features:
• Extending the bus stop from one bus stop to provide space for two buses by the changes to kerb alignment and installation of a 10m bus shelter to accommodate more bus passengers.
• Repair existing damage to the road surface adjacent to the bus stop.
• The footpath along the bus stop would be realigned and changed to a shared path as the reduced footpath width is not suitable as a separated facility. The shared path at the bus stop would be usable by cyclists, pedestrians and bus passengers, the surface of the shared path will be textured to inform cyclists and pedestrians they are on a shared path. The width of the existing separated cycle/pedestrian path would be reduced by 0.5 meters to provide space for the indented bus stop.
• Inclusion of tactile pavers at the bus stop to assist boarding passengers.
• Road marking changes include a new cycle lane alongside the bus stop and additional green surfacing at both ends of the bus stop.
• The existing traffic island on Shirley Road is to be shortened at the eastern end to accommodate bus movements turning left from North Parade.
• The western end of the traffic island is to be altered to accommodate road marking changes and allow for a wider traffic lane.

Significance
6.2 The level of significance of this option is medium, consistent with Section 2 of this report. Engagement requirements for this level of significance include consultation with adjacent property owners and occupiers, and engagement with Environment Canterbury as the relevant bus operator.

6.3 The community engagement and consultation outlined in this report reflect this assessment.

Impact on Mana Whenua
6.4 This option 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 Ngāi Tahu, their culture and traditions.

Community Views and Preferences
6.5 Local residents and visitors to this area using public transport are specifically affected by this option in that they can benefit from the provision of increased service facilities whilst waiting for bus transportation.

6.6 Consultation documentation was distributed to: 300 letterboxes, 239 key stakeholders, 46 absentee owners, 20 spare copies were available at The Palms Mall office reception and 30 copies given to passengers at the bus stops.
6.7 Council staff met with Shirley Intermediate School Principal and Ministry of Education staff Monday 29 January 2018 regarding their Master Plan Development in conjunction with our plan and they have no further concerns.

6.8 13 Submissions were received by Council. Of these, 7 support the proposal, 5 support in general but had some concerns, and one respondent did not indicate a preference. 10 responses received were very generic in nature. The project team have not been able to separate results received as specifically relating to either New Brighton road bus stop/shelter or Shirley Road bus stop/shelter. Full submissions and project team responses have been forward to elected members prior to this report meeting and a version with submitter contact details redacted made available online from 28 March 2018.

6.9 During consultation, a number of issues, concerns and suggestions were raised by submitters. The main themes arising are listed in the table below along with number of repetitions. A number of other comments were raised that were out of scope of this project. These have been referred on to appropriate Council staff.

<table>
<thead>
<tr>
<th>Themes arising</th>
<th>Number of repetitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ensure good lighting at the bus stops</td>
<td>4</td>
</tr>
<tr>
<td>Concern about cyclists on footpath/signs to recommend cyclists give way to pedestrians</td>
<td>2</td>
</tr>
<tr>
<td>Footpath width needs to be adequate for wheelchairs/prams to move in front of shelter</td>
<td>2</td>
</tr>
<tr>
<td>Rubbish bins are needed</td>
<td>2</td>
</tr>
<tr>
<td>Make it no right turn into KFC by extending the island</td>
<td>2</td>
</tr>
</tbody>
</table>

6.10 The following changes have been made to the Shirley Road Bus shelter plan after community consultation.

- Coloured textured surfacing to be installed in front of bus shelter to highlight where bus passengers board. This will help indicate a change of environment to any cyclists on the shared pathway.
- The rubbish bin has been moved to the eastern end of the bus shelter.
- The upgraded bus shelter will be 8m long. There will be room for up to two wheelchairs or prams within the shelter. The shelter will be lit.

Alignment with Council Plans and Policies

This option is consistent with the Council’s Christchurch Transport Strategic Plan.

Financial Implications

6.11 Cost of Implementation – The overall budget for both stages of the project is $1.4 million. Stage 1 is expected to cost $110,000.

6.12 Maintenance / Ongoing Costs – Additional maintenance items in the proposed scheme include the larger bus shelter and renewing the cycle lane paint and shared path. These will be covered by the road maintenance contract.

6.13 Funding source – This project is included in both 2015-25 Long Term Plan (current) and 2018-2028 Long Term Plan (proposed).

Legal Implications

6.14 Community Boards have delegated authority from the Council to exercise the delegations as set out in the Register of Delegations.

6.15 The installation of any signs and/or markings must comply with the Land Transport Rule: Traffic Control Devices 2004.
Risks and Mitigations

6.16 There are no identified significant risks with this option.

Implementation

6.17 Implementation dependencies - Requires Community Board and Council approval, as detailed in Section 3 of this report.

6.18 Implementation timeframe - Construction is proposed to commence in second quarter of Financial Year 2019.

Option Summary - Advantages and Disadvantages

6.19 The advantages of this option include:

- Longer bus stop which will accommodate two buses simultaneously which will reduce congestion in the main vehicle lane.
- Upgraded larger bus shelter for improved customer comfort.
- Better provision for cyclists by better delineation and clearance around the bus.

6.20 The disadvantages of this option include:

- Approximately 48m of kerb realignment is required to allow for two buses to stop at the facility. To accommodate this proposal, the existing footpath and separated cycle line will have to be narrowed by 0.5m resulting in a width of 3m adjacent to the proposed new bus stop. However, it is proposed to convert the existing foot path and cycle lane to a shared path. Coloured surfacing at the bus shelter is proposed to de-conflict pedestrians and cyclists on the shared path.

7. Option 2 - Do Nothing

Option Description

7.1 Do nothing – upgrade to the bus stop and shelter is not completed and the existing facility remains.

Significance

7.2 The level of significance of this option has the potential to be considered Medium. There is no change from the preferred option due to the potential negative impact it could have given the feedback from the consultation carried out. There is level of community expectation that this project will proceed.

Impact on Mana Whenua

7.3 This option 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 Ngāi Tahu, their culture and traditions.

Community Views and Preferences

7.4 Not applicable. This option was not consulted on but remains an option. However, there is level of community expectation that this project will proceed.

Alignment with Council Plans and Policies

7.5 This option is inconsistent with the Council’s Plans and Policies:

7.5.1 This option is inconsistent with the Council’s Christchurch Transport Strategic Plan as it has the potential to not contribute to increase number of trips made by public transport.
Financial Implications
7.6 Cost of Implementation - not applicable.
7.7 Maintenance / Ongoing Costs – no change to existing situation.
7.8 Funding source - not applicable.

Legal Implications
7.9 There are no legal implications the ‘Do Nothing’ option would pose to the Council.

Risks and Mitigations
7.10 This option has the potential to negatively impact number of trips made by public transport, mitigation is by means of preferred option.

Implementation
7.11 Implementation dependencies - not applicable.
7.12 Implementation timeframe – not applicable.

Option Summary - Advantages and Disadvantages
7.13 The advantages of this option include:
  • Do Nothing is a low cost option.
  • The kerb does not need to be re-aligned.
7.14 The disadvantages of this option include:
  • Restricts the increase in the number of trips made by public transport.
    Potential for congestion as two buses cannot stop clear of vehicle lanes at the same time.
    Reduced comfort for passengers waiting for their bus.
  • The potential negative impact it could have on the Council as a result of the positive feedback received during community consultation.

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Appendix A - Shirley Road Bus Stop The Palms Public Transport Facilities For Board Approval</td>
<td>18</td>
</tr>
</tbody>
</table>

Confirmation of Statutory Compliance
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

<table>
<thead>
<tr>
<th>Authors</th>
<th>Lynette Ellis - Manager Planning and Delivery Transport</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andy Richards - Project Manager</td>
<td>Richard Osborne - Head of Transport</td>
</tr>
<tr>
<td>Kim Swarbrick - Engagement Advisor</td>
<td>David Adamson - General Manager City Services</td>
</tr>
<tr>
<td>Sharon O’Neill - Team Leader Project Management Transport</td>
<td>Diane Keenan - Head of Public Information and Participation</td>
</tr>
<tr>
<td>Lynette Ellis - Manager Planning and Delivery Transport</td>
<td>Brendan Anstiss - General Manager Strategy and Transformation</td>
</tr>
</tbody>
</table>
Shirley Road Bus Stop
The Palms Public Transport Facilities
For Board Approval

Original Plan Size: A4
ISSUE: 1  27/03/2018
TP348501  MJR  CP502943
8. Application to the Waipapa/Papanui-Innes Community Board's 2018/19 Discretionary Response Fund - Richmond Residents' and Business Association

Reference: 19/152898
Presenter(s): Stacey Holbrough Community Development Adviser

1. Purpose and Origin of Report

Purpose of Report
1.1 The purpose of this report is for the Waipapa/Papanui-Innes Community Board to consider an application for funding from its 2018/19 Discretionary Response Fund from the organisation listed below:

<table>
<thead>
<tr>
<th>Funding Request Number</th>
<th>Organisation</th>
<th>Project Name</th>
<th>Amount Requested</th>
<th>Amount Recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>00058695</td>
<td>Richmond Residents’ and Business Association</td>
<td>Establishment and running cost</td>
<td>$9,965</td>
<td>$3,000</td>
</tr>
</tbody>
</table>

1.2 There is currently a balance of $31,809 remaining in the fund.

Origin of Report
1.3 This report is staff generated as a result of applications being received.

2. Significance

2.1 The decision(s) in this report is of low significance in relation to the Christchurch City Council’s Significance and Engagement Policy.
2.1.1 The level of significance was determined by the number of people affected and/or with an interest.
2.1.2 Due to the assessment of low significance, no further community engagement and consultation is required.

3. Staff Recommendations

That the Waipapa/Papanui-Innes Community Board:

1. Approves a grant of $3,000 from its 2018/19 Discretionary Response Fund to Richmond Residents’ and Business Association towards establishment and running costs.

4. Key Points

4.1 At the time of writing, the balance of the 2018/19 Discretionary Response Fund is as below.

<table>
<thead>
<tr>
<th>Total Budget 2017/18</th>
<th>Granted To Date</th>
<th>Available for allocation</th>
<th>Balance If Staff Recommendation adopted</th>
</tr>
</thead>
<tbody>
<tr>
<td>$84,958</td>
<td>$53,149</td>
<td>$31,809</td>
<td>$28,809</td>
</tr>
</tbody>
</table>
4.2 Based on the current Discretionary Response Fund criteria, the applications listed above are eligible for funding.

4.3 The attached Decision Matrices provide detailed information for the applications. This includes organisational details, project details, financial information and a staff assessment.

**Attachments**

<table>
<thead>
<tr>
<th>No.</th>
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<tbody>
<tr>
<td>A</td>
<td>Papanui-Innes Community Board Decision Matrix - Richmond Residents and Business Association</td>
<td>21</td>
</tr>
</tbody>
</table>

**Confirmation of Statutory Compliance**

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**

<table>
<thead>
<tr>
<th>Author</th>
<th>Stacey Holbrough - Community Development Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved By</td>
<td>Christine Lane - Manager Community Governance, Papanui-Innes</td>
</tr>
</tbody>
</table>
## 2018/19 DRF PAPANUI-INNES DECISION MATRIX

### Priority Rating
- One
- Two
- Three
- Four

### Item No.: 8

#### Organisation Name
Richmond Residents and Business Association

#### Name and Description
Establishment and running costs
This is a split application 40% Papanui-Innes and 60% Linwood-Central-Healthcote Community Boards. The Richmond Residents and Business Association (RR&BA) was established in May 2018 by a volunteer group of local residents and business owners to provide a voice for the Richmond area. Funding is sought towards a website, membership database and running costs.

#### Funding History
Other Sources of Funding
Donations from members Fundraising

#### Request Budget
- **Total Cost:** $10,465
- **Requested Amount:** $9,965
- **95% percentage requested**

#### Contribution Sought Towards:
- Website: $2,505
- Administration: $1,545
- Meeting costs: $1,020
- Marketing/communication: $1,500
- Incorporated Society audit fees: $2,500
- Insurance: $600

#### Staff Recommendation
$3,000
That the Waipapa/Papanui-Innes Community Board resolves to approve the making of a grant of $3,000 from its 2018-19 Discretionary Response Fund to the Richmond Residents and Business Association towards establishing a website, membership database and running costs.

#### Alignment with Council Strategies and Board Objectives
- Strengthening Communities Strategy
- Alignment with Council Funding Outcomes
  - Support, develop and promote capacity
  - Community participation and awareness
  - Increase community engagement
  - Reduce or overcome barriers
  - Foster collaborative responses

#### How Much Will The Project Do? (Measures)
- The RR&BA is working with the community on:
  - Road issues as a result of earthquake repairs and flooding mitigation works
  - Proposed urban development in the Richmond Village area
  - District planning and urban design issues
  - Residential Red Zone development including a proposal for a city to sea Heritage Trail Act as a conduit for information, consultation and partnership with the Council.

#### How Will Participants Be Better Off?
Having an easy to access, single point of contact to raise issues and opportunities that can then be communicated to Council and other agencies.

#### Staff Assessment
The Richmond Residents and Business Association was formed in May 2018. The Association formed due to community concerns about road issues related to earthquake repairs, flood mitigation works and concerns about the state of the Richmond Village commercial area.

The Association has proved very effective in voicing community concerns, bringing people together and working towards achievable solutions.

Richmond Residents and Business Association has worked with the Papanui-Innes Community Board and Council staff in hosting a joint community meeting to discuss Richmond road issues. This collaborative model worked well and has had positive community outcomes.

The Association has also been involved in practical responses to improving the Richmond Village commercial area, exploring ways in which the Council’s Envirospace funding might be applied in the area, investigating the feasibility of a city to sea heritage trail and gathering and responding to residents’ concerns about some residential developments in the area.

In a relatively short period of time the Association has proved to be highly competent in a number of areas including conducting and analysing community surveys, promoting and hosting public meetings, working with a range of Council staff, mobilising and assisting with the planning of new initiatives, cooperating with other community organisations in the area.

The Richmond Residents and Business Association have established themselves as an Incorporated Society. The Association does not intend to charge a membership fee initially in order to build up a solid membership base and establish its credibility, this may change in future years to address sustainability.

The Linwood-Central-Healthcote staff recommendation is: $4,000.
9. Application to the Papanui-Innes Community Board's 2018/19 Positive Youth Development Fund - Owen Bloome Dabkowski

Reference: 19/159149
Presenter(s): Helen Miles Community Recreation Advisor

1. Purpose and Origin of Report

   Purpose of Report
   1.1 The purpose of this report is for the Waipapa/Papanui-Innes Community Board to consider an application(s) received for funding from its 2018/19 Positive Youth Development Fund.
   1.2 There is currently a balance of $4,790 remaining in this fund.

   Origin of Report
   1.3 This report is to assist the Board to consider an application for funding from Owen Bloome Dabkowski.

2. Significance

   2.1 The decision(s) in this report is of low significance in relation to the Christchurch City Council’s Significance and Engagement Policy.
   2.1.1 The level of significance was determined by the number of people affected and/or with an interest.
   2.1.2 Due to the assessment of low significance, no further community engagement and consultation is required.

3. Staff Recommendations

   That the Waipapa/Papanui-Innes Community Board resolve to:

   1. Approve a grant of $200.00 from its 2018/19 Positive Youth Development Fund to Owen Bloome Dabkowski towards the costs of representing Canterbury at U16 National Baseball tournament in Auckland.

4. Applicant 1 - Owen Bloome Dabkowski

   4.1 The applicant, Owen Dabkowski, is seeking financial support to assist with the costs of attending the U16 National Baseball tournament as part of the Canterbury team in Auckland 7-10 March 2019.
   4.2 Owen is 15 years of age, lives in St Albans and attends Papanui High as a Year 11 student.
   4.3 Owen has been competing in Baseball since he was five years old and currently plays for Southern Astros club.
   4.4 The 2019 United Airlines National Championships is the pinnacle event for the regions. Each year the tournament is strongly contested.
   4.5 Owen’s aim for the tournament is to increase and develop his baseball skills and bring these back to his Canterbury peers. His long term goal is to gain a sports scholarship in America.
4.6 When not competing in baseball, Owen can be found playing Korfball, football, tramping, singing in the school choir or drama productions. Owen is a member with the Papanui High Sport and Health committee.

4.7 Owen has been busy fundraising towards the cost of the trip through running sausage sizzles, quiz night, and a hangi.

4.8 The following table provides a breakdown of the costs for Owen Bloome Dabkowski:

<table>
<thead>
<tr>
<th>EXPENSES</th>
<th>Cost ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airfare</td>
<td>$275</td>
</tr>
<tr>
<td>Lodging</td>
<td>$55</td>
</tr>
<tr>
<td>Food</td>
<td>$200</td>
</tr>
<tr>
<td>Van Transportation</td>
<td>$135</td>
</tr>
<tr>
<td>Tournament fee</td>
<td>$55</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$720.00</strong></td>
</tr>
</tbody>
</table>

4.9 This is the second time the applicant has applied for funding.

**Attachments**

There are no attachments to this report.

**Confirmation of Statutory Compliance**

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**

<table>
<thead>
<tr>
<th>Author</th>
<th>Helen Miles - Community Recreation Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved By</td>
<td>Christine Lane - Manager Community Governance, Papanui-Innes</td>
</tr>
</tbody>
</table>
10. Waipapa/Papanui-Innes Community Board Area Report - February 2019

Reference: 19/123698
Presenter(s): Elizabeth Hovell, Community Board Advisor

1. Purpose of Report
This report provides information on initiatives and issues current within the Community Board area, to provide the Board with a strategic overview and inform sound decision making.

2. Staff Recommendations
That the Waipapa/Papanui-Innes Community Board:
1. Receive the Waipapa/Papanui-Innes Community Board Area Report for February 2019.

3. Community Board Activities and Forward Planning
3.1 Memos/Information/Advice to the Board
3.1.1 Information sent to the Board:
- Notice to Residents – Road Closure Averill and Randall Streets Update *(circulated 7 Feb 2019)*
- Petrie Street Reconstruction - Road Closed from 11th Feb between Averill & Randall St and Update *(circulated 7 Feb 2019)*
- Rutland/Malvern St Parking Changes *(circulated 11 Feb 2019)*
- CNC Alliance: Project Update QEII Drive/Grimseys Road intersection and Styx River Piling Work *(circulated 12 Feb 2019)*

3.2 Community Service Awards 2019
Nominations for Community Service Awards will open on 15 March and close at 5pm on 12 April 2019.

3.3 Board Reporting
3.3.1 The Board are asked to consider topics for inclusion in Newsline, the newsletter and the report to the Council.

4. Significant Council Projects in the Board Area
4.1 Community Facilities (updates and future plans)
4.1.1 Neighbourhood Links (former Redwood Plunket Rooms)
  Following the exterior painting the interior fit out is now occurring prior to the scheduled opening on Wednesday 27 February 2019.
5. Significant Community Issues, Events and Projects in the Board Area

5.1 Events Report Back

5.1.1 Pool Party

Although a slightly colder night, local youth braved the cooler temperatures to enjoy the Jellie Park Disco Pool Party on Friday 15 February. Great music, awesome dance moves and a fantastic bomb competition helped warm everyone up.

The event was supported by the local youth agencies Te Ora Hou, PYDT and Northcity. Approximately 110 high school age young people attended.

6. Parks, Sports and Recreation Update (bi-monthly)

6.1 Local Parks Update

6.1.1 Parks maintenance personnel are in full swing with the unprecedented volumes of rainfall in conjunction with warm weather activating a high amount of growth across the city in all areas.

6.1.2 In December Parks maintenance focused on areas of high public attendance such as beach frontages, playgrounds and cemeteries as schools finished and the holiday season started.

6.1.3 In January the public returned from holiday and sports teams started up with practice nights for weekend competitions which saw an increase in park usage numbers.

6.1.4 Media reports that current growth is at a 30 year high. This is verified by the Parks Contract teams across the city. Parks programmed works in amenity mowing have been increased with extra cuts undertaken over the recent period. Parks will monitor this situation and act as required as resources are stretched given the current season.

6.2 Scheduled Parks Maintenance Programme

6.2.1 February 2019

<table>
<thead>
<tr>
<th>Activity</th>
<th>Frequency per month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ornamental mowing</td>
<td>2</td>
</tr>
<tr>
<td>Informal mowing</td>
<td>1</td>
</tr>
<tr>
<td>Amenity mowing</td>
<td>2</td>
</tr>
<tr>
<td>Ornamental garden maintenance</td>
<td>2</td>
</tr>
</tbody>
</table>
**Item 10**

### Summer sport field mowing
8

### Summer sport cricket block maintenance
5

### Summer sport line marking
2

### Chemical weed control
1

### Bin Emptying
As required

### Play and Fitness Equipment Check
1

### Drinking Fountain Clean
4

#### 6.3 Northern Area Quality Audit Report

##### 6.3.1 January 2019

[Graphs and charts showing various activities and their completion percentages]

#### 6.4 Urban Rangers

[Graph showing time spent in boards 2018-2019]
6.5 Capital Works Projects

6.5.1 Sisson Park

Remediation work to the footpath is programmed for completion prior to winter to alleviate the flooding over areas of the pathway.

7. Community Board Funding Update

7.1 The 2018/19 financial year’s Positive Youth Development and Discretionary Response Funds Balance Sheet update is attached (refer Attachment A).

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>DRF and PYDF Balance Sheet 2018-19 as at 11 Feb 2019</td>
<td>29</td>
</tr>
</tbody>
</table>

Signatories

<table>
<thead>
<tr>
<th>Author</th>
<th>Helen Miles - Community Recreation Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved By</td>
<td>Christine Lane - Manager Community Governance, Papanui-Innes</td>
</tr>
<tr>
<td></td>
<td>Matthew McLintock - Manager Community Governance Team</td>
</tr>
<tr>
<td></td>
<td>John Filsell - Head of Community Support, Governance and Partnerships</td>
</tr>
</tbody>
</table>
## Waipapa/Papanui-Innes Community Board

### 2019/20 Discretionary Response and Positive Youth Development Funds Allocations

<table>
<thead>
<tr>
<th>Project/Service/Description/Group</th>
<th>Allocation 2018/19</th>
<th>Board Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Balance of FYDF/DRF Carried Forward from 2017/18 Funding Year</strong></td>
<td><strong>$ 12,816</strong></td>
<td></td>
</tr>
<tr>
<td>Discretionary Response Fund Budget Allocation 2018/19 (unallocated from SCF)</td>
<td><strong>$ 73,112</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$ 85,928</strong></td>
<td></td>
</tr>
<tr>
<td>Opening Amount Transferred to Positive Youth Development Fund 2018/19</td>
<td><strong>$ 7,000</strong></td>
<td></td>
</tr>
<tr>
<td>Balance for Allocation in Discretionary Response Fund</td>
<td><strong>$ 84,928</strong></td>
<td></td>
</tr>
</tbody>
</table>

### POSITIVE YOUTH DEVELOPMENT FUND (PYDF) - Opening Transfer from DRF

<table>
<thead>
<tr>
<th>Activity</th>
<th>Amount</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taka Toroa-Otakai (2018 State Teams Age Short Course Swimming Championships, Canberra, Australia 2-5 Oct 18)</td>
<td>$600</td>
<td>14-Sep-18</td>
</tr>
<tr>
<td>Anna Dukiewicz (2018 ANOC World Championships, Tauranga)</td>
<td>$100</td>
<td>14-Sep-18</td>
</tr>
<tr>
<td>Jorge McLaughlin (2018 NZCAU Indoor Academy, National Championships, Wellington)</td>
<td>$150</td>
<td>14-Sep-18</td>
</tr>
<tr>
<td>Jennifer Trias (New Zealand Rhythmic Gymnastics Nationals, Tauranga)</td>
<td>$200</td>
<td>28-Sep-18</td>
</tr>
<tr>
<td>Kate Davies (Competitions/training camps for Athletics, New Zealand Jumps Future Squad Nov 28-Feb 19)</td>
<td>$250</td>
<td>9-Nov-18</td>
</tr>
<tr>
<td>Anna Lee School of Dance for Alexandra Swan (Shine On Dance Tour, New York and Orlando, USA Apr 19)</td>
<td>$450</td>
<td>9-Nov-18</td>
</tr>
<tr>
<td>Rosa Porto (Australian Volleyball School Cup, Melbourne 8-14 Dec 18)</td>
<td>$450</td>
<td>23-Nov-18</td>
</tr>
<tr>
<td>Team Ushotchamps: Gurung, Magar and Bhattachary (Training Hilary Cub Inter-Nepalfece Football Tournament, Auckland 2-3 Jan 2019)</td>
<td>$210</td>
<td>25-Jan-19</td>
</tr>
</tbody>
</table>

### POSITIVE YOUTH DEVELOPMENT FUND Balance

<table>
<thead>
<tr>
<th>Amount</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>$ 4,790</strong></td>
<td></td>
</tr>
</tbody>
</table>

### DISCRETIONARY RESPONSE FUND (DRF) - Initial Amount

<table>
<thead>
<tr>
<th>Activity</th>
<th>Amount</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Villa Maria College for Hannah Warner (NZ Choral Federation Sing Competition, Wellington 30 Aug 1 Sep 18)</td>
<td>$125</td>
<td>10-Aug-18</td>
</tr>
<tr>
<td>Villa Maria College for Laura Warner (NZ Choral Federation Sing Competition, Wellington 30 Aug 1 Sep 18)</td>
<td>$125</td>
<td>10-Aug-18</td>
</tr>
<tr>
<td>Belfast Community Network (Northwest Collective)</td>
<td>$3,000</td>
<td>24-Aug-18</td>
</tr>
<tr>
<td>Canterbury Cook Islands Sports Assoc Inc (Rent costs)</td>
<td>$4,000</td>
<td>26-Aug-18</td>
</tr>
<tr>
<td>Pacasmui Softball Club (Replacement of equipment)</td>
<td>$1,000</td>
<td>24-Aug-18</td>
</tr>
<tr>
<td>St Alburns Residents Association - SARA (Towards Rent of Premises)</td>
<td>$7,500</td>
<td>14-Sep-18</td>
</tr>
<tr>
<td>Neighbourhood Week 2018 (Costs of neighbourhood/community celebrations)</td>
<td>$3,000</td>
<td>14-Sep-18</td>
</tr>
<tr>
<td>Waipapa/Innes Community Board’s Edible Garden Awards 2019</td>
<td>$3,000</td>
<td>28-Sep-18</td>
</tr>
<tr>
<td>Waipapa/Innes Community Board’s Youth Recreation Project</td>
<td>$7,000</td>
<td>28-Sep-18</td>
</tr>
<tr>
<td>Waipapa/Innes Community Board’s Community Pride Garden Awards 2019</td>
<td>$3,000</td>
<td>28-Sep-18</td>
</tr>
<tr>
<td>Waipapa/Innes Community Board’s Community Service Awards 2019</td>
<td>$3,500</td>
<td>28-Sep-18</td>
</tr>
<tr>
<td>St Alburns Residents Association - SARA (Diyagene Village Revitalisation Programme)</td>
<td>$7,000</td>
<td>9-Nov-18</td>
</tr>
<tr>
<td>Shirley Community Trust (Summer holiday programme)</td>
<td>$4,000</td>
<td>9-Nov-18</td>
</tr>
<tr>
<td>Richmond Residents’ and Business Association (Establishment and running costs) (Laid on Table 7/22/18 &amp; 8/0/19)</td>
<td>-</td>
<td>7-Dec-18</td>
</tr>
<tr>
<td>Delta Community Support Trust (Community Advocacy)</td>
<td>$3,000</td>
<td>7-Dec-18</td>
</tr>
<tr>
<td>Community Focus Trust (Hosting St Alburns Community Day and Park celebrations) (Laid on Table 9/11 &amp; 23/11) (Declined)</td>
<td>-</td>
<td>7-Dec-18</td>
</tr>
<tr>
<td>The Santa Claus Workshop Charitable Trust (towards purchase of a scroll saw)</td>
<td>$1,359</td>
<td>25-Jan-19</td>
</tr>
<tr>
<td>Waipapa/Innes Community Board (Celebrate St Alburns Park Opening - 31 Mar 19)</td>
<td>$2,500</td>
<td>8-Feb-19</td>
</tr>
</tbody>
</table>

### DISCRETIONARY RESPONSE FUND Balance

<table>
<thead>
<tr>
<th>Amount</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>$ 31,809</strong></td>
<td></td>
</tr>
</tbody>
</table>

Note: DA95/18/9280

Updated: 11-Feb-19
11. Elected Members’ Information Exchange

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