Waipuna
Halswell-Hornby-Riccarton Community Board
AGENDA

Notice of Meeting:
An ordinary meeting of the Waipuna/Halswell-Hornby-Riccarton Community Board will be held on:

Date: Tuesday 2 June 2020
Time: 4pm
Venue: Rārākau: Riccarton Centre, 199 Clarence Street, Christchurch

Membership
Chairperson Mike Mora
Deputy Chairperson Andrei Moore
Members Helen Broughton
Jimmy Chen
Catherine Chu
Gamal Fouda
Anne Galloway
Debbie Mora
Mark Peters

27 May 2020

Matthew Pratt
Manager Community Governance, Halswell-Hornby-Riccarton
941 5428
matthew.pratt@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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**Developing Resilience in the 21st Century**

**Strategic Framework**

Whiria ngā whenu o ngā papa, honoa ki te mau rua tāukiuki

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

**Ōtautahi–Christchurch is a city of opportunity for all**

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

### Principles

- **Being open, transparent and democratically accountable**
- **Promoting equity, valuing diversity and fostering inclusion**
- **Taking an inter-generational approach to sustainable development, prioritising the social, economic and cultural wellbeing of people and communities and the quality of the environment, now and into the future**
- **Building on the relationship with Te Rūnanga o Ngāi Tahu and the Te Hononga-Council Papatipu Rūnanga partnership, reflecting mutual understanding and respect**
- **Actively collaborating and co-operating with other local, regional and national organisations**

### Community Outcomes

- **Resilient communities**
  - Strong sense of community
  - Active participation in civic life
  - Safe and healthy communities
  - Celebration of our identity through arts, culture, heritage, sport and recreation
  - Valuing the voices of all cultures and ages (including children)
- **Liveable city**
  - Vibrant and thriving city centre
  - Sustainable suburban and rural centres
  - A well connected and accessible city promoting active and public transport
  - Sufficient supply of, and access to, a range of housing
  - 21st century garden city we are proud to live in
- **Healthy environment**
  - Healthy water bodies
  - High quality drinking water
  - Unique landscapes and indigenous biodiversity are valued and stewardship exercised
  - Sustainable use of resources and minimising waste
- **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

- **Enabling active and connected communities to own their future**
- **Meeting the challenge of climate change through every means available**
- **Ensuring a high quality drinking water supply that is safe and sustainable**
- **Accelerating the momentum the city needs**
- **Ensuring rates are affordable and sustainable**

### Ensuring we get core business done while delivering on our Strategic Priorities and achieving our Community Outcomes

- Engagement with the community and partners
- Strategies, Plans and Partnerships
- Long Term Plan and Annual Plan
- Our service delivery approach
- Monitoring and reporting on our progress
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**Part A**  Matters Requiring a Council Decision

**Part B**  Reports for Information

**Part C**  Decisions Under Delegation

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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. **Confirmation of Previous Minutes / Te Whakaāe o te hui o mua**
   That the minutes of the Waipuna/Halswell-Hornby-Riccarton Community Board meeting held on Tuesday, 17 March 2020 be confirmed (refer page 5).

4. **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.

   The public forum will be held at 4pm.

5. **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.

6. **Presentation of Petitions / Ngā Pākikitanga**
   There were no petitions received at the time the agenda was prepared.
Waipuna
Halswell-Hornby-Riccarton Community Board
OPEN MINUTES

Date: Tuesday 17 March 2020
Time: 4pm
Venue: Horoeka Room, Rārākau: Riccarton Centre, 199 Clarence Street, Christchurch

Present
Chairperson
Mike Mora
Andrei Moore
Helen Broughton
Jimmy Chen
Catherine Chu
Anne Galloway
Mark Peters

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The agenda was dealt with in the following order.

1. **Apologies / Ngā Whakapāha**

   **Part C**
   Community Board Resolved HHRB/2020/00026

   That the apologies received for absence from Gamal Fouda and Debbie Mora, be accepted.

   Mark Peters/Andrei Moore [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**
   Community Board Resolved HHRB/2020/00027

   That the minutes of the Waipuna/Halswell-Hornby-Riccarton Community Board meeting held on Tuesday 3 March 2020, be confirmed.

   Mark Peters/Helen Broughton [Carried]

4. **Public Forum / Te Huinga Whānui**

   **Part B**
   **4.1 Drinkable Rivers**
   Clare Newman and Michael Mayell, addressed the Board on behalf of Drinkable Rivers regarding the consent for riparian planting in Corfe Reserve and gave an update on the work of Drinkable Rivers. This included their first real-time data sensor in Corfe Reserve and the year ahead for the organisation.

   The Chairperson thanked Clare Newman and Michael Mayell for their presentation.

   **Attachments**
   A   Drinkable Rivers Presentation

   **4.2 Boarding Houses**
   Ruby Chan, local resident, addressed the Board regarding issues associated with boarding houses in the Siska Place area of Riccarton.
She specifically mentioned safety concerns for drivers accessing Rountree Street from Clonbern Place, no parking signs were often removed with delays in replacement action thereby making parking enforcement difficult.

Other issues were aggressive and intimidating behaviour, littering, noise and loud music at night.

The Chairperson thanked Ruby Chan for her presentation.

**Attachments**

A  Siska Place Presentation

### 4.3 Halswell Playcentre

Michelle Foster and Karen White, on behalf of Halswell Playcentre addressed the Board regarding their ongoing efforts and issues being faced in finding replacement premises.

They sought any assistance possible from the Board to find a suitable site to be able to continue delivering their programmes for the local community.

The Chairperson thanked Michelle Foster and Karen White for their presentation.

**Attachments**

A  Halswell Playcentre Presentation

### 4.4 Ross Houliston

Ross Houliston, local resident, addressed the Board regarding his contention that there appeared to be a major discrepancy in the Christchurch City Council’s top 100 at risk intersections.

In particular, Mr Houliston referred to the data he had obtained from the Council regarding the Gilberthorpes Road/Waterloo Road intersection.

The Chairperson thanked Ross Houliston for his presentation.

**Attachments**

A  Ross Houliston Presentation

### 4.5 Fabio Silveira

Fabio Silveira, local resident, addressed the Board regarding his own experiences about a lack of pedestrian facilities in the Peverel Street area.

Mr Silveira requested consideration be given to providing a crossing facility for pedestrians and for traffic calming measures to be installed in Peverel Street.

The Chairperson thanked Fabio Silveira for his presentation.

**Attachments**

A  Peverel Street Presentation

### 5. Deputations by Appointment / Ngā Huinga Whakaritenga

**Part B**

There were no deputations by appointment.
6. Presentation of Petitions / Ngā Pākikitanga
   
   Part B
   There was no presentation of petitions.

7. Correspondence
   
   Community Board Resolved HHRB/2020/00028 (Original Officer Recommendation accepted without change)
   
   Part B
   
   That the Waipuna/Halswell-Hornby-Riccarton Community Board decided to:
   
   1. Receive and note the correspondence received from Gerry Brownlee, Member of Parliament, regarding the recent Culture Galore event.

   Mike Mora/Mark Peters
   Carried

8. Proposed Road Names - 200 Cashmere Road
   
   Officer Recommendations / Ngā Tūtohu
   
   That the Waipuna/Halswell-Hornby-Riccarton Community Board resolve to:
   
   1. Approve the following new road names for 200 Cashmere Road (RMA/2018/1921):
      a. Ed Cephas Drive
      b. Pōkākā Place
      c. Ellis Lane

   Community Board Resolved HHRB/2020/00029
   
   Part C
   
   That the Waipuna/Halswell-Hornby-Riccarton Community Board resolved to:
   
   1. Approve the following new road names for 200 Cashmere Road (RMA/2018/1921):
      a. Emily Knowles Drive
      b. Pōkākā Place
      c. Ellis Lane

   Anne Galloway/Mark Peters
   Carried

Community Board Resolved HHRB/2020/00030 (Original Officer Recommendation accepted without change)

Part C

That the Waipuna/Halswell-Hornby-Riccarton Community Board resolved to:

1. Approve a grant of $4,196 from its 2019-20 Discretionary Response Fund to the Community Development Network Trust towards Hornby Hoops 2020 and the Hornby Youth Hangout venue hire.

Anne Galloway/Mark Peters  
Carried


Community Board Decided and Resolved HHRB/2020/00031 (Original Officer Recommendation accepted without change)

Part B

That the Waipuna/Halswell-Hornby-Riccarton Community Board decided and resolved, to:

2. Receive the staff memorandum providing an update on the Te Hāpua Summer Pool trial of extended hours.
3. Receive the staff memorandum regarding the early completion of the Riccarton Road Upgrade project.

Part C

4. Approve the allocation of $4,000 from its 2019-20 Discretionary Response Fund to the 2019-20 Youth Development Fund.

Mike Mora/Jimmy Chen  
Carried

11. Elected Members’ Information Exchange

Part B

Board members exchanged information on the following:

11.1 Hornby Toy Library – update sought
11.2 Kilmarnock Enterprises re Lodestar Avenue – information awaited back to the Board
11.3 Waste Management Limited, Prebbleton – resource consent
11.4 Colligan Street – report awaited back to the Board
11.5 Ilam and Upper Riccarton Residents’ Association – recent meeting
11.6 Al Noor Mosque community – continue to support
11.7 Covid-19 – preparedness, and support for the elderly
11.8 Anzac Day 2020 – community events
11.9 No Stopping Restrictions – update sought for Glenora Place, Witham Street, Dunstan Crescent and Oriana Crescent given the impending start to the rugby league season

Meeting concluded at 4.54pm

CONFIRMED THIS 2ND DAY OF JUNE 2020

MIKE MORA
CHAIRPERSON
7. Correspondence

Reference / Te Tohutoro: 20/606103
Report of / Te Pou Matua: Bronwyn Frost, Support Officer, bronwyn.frost@ccc.govt.nz
General Manager / Pouwhakarae: Mary Richardson, General Manager Citizens and Community, mary.richardson@ccc.govt.nz

1. Purpose of Report / Te Pūtake Pūrongo

Correspondence has been received from:

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<th>Subject</th>
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<td>Closure of the Remembrance Walkway at St John of God</td>
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2. Officer Recommendations / Ngā Tūtohu

That the Halswell-Hornby-Riccarton Community Board:

1. Receive the information in the correspondence report dated 02 June 2020

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Attn: Halswell-Hornby-Riccarton Community Board Chairperson

Kia ora koutou,

**Memo: Closure of Remembrance Pathway to community**

We are writing to advise we have had to cease community access to the grounds of St John of God Halswell that is a property owned by St John of God Hauora Trust. We have reluctantly made this decision due to increasing security concerns for our 65 residents who live at the site as well as staff working at the facility.

Most concerningly during the COVID-19 lockdown, we have experienced near-daily incidents of people wandering the grounds while in lockdown (the Nash Rd gate is locked), including two in the Saturday leading up to the closure that we requested Police assistance for. The people who live in our facility often have highly compromised immune systems and we took decisive action in this time to protect our residents as well as comply with our Ministry of Health requirements to lock down the facility.

The Remembrance Pathway was first established as a place of quiet reflection for the family and loved ones of residents and staff who have died in our service. It contains many plants and trees planted in memory of people who have passed along with the ashes of many treasured pets. It was never intended or designed as a community thoroughfare or running track.

As Aidanfield has filled with houses over the last ten years the amount of people using the property for a shortcut into the fields has increased dramatically. So too has instances of anti-social behaviour. In recent weeks we have discovered the people have helped themselves to vegetables from our tunnel houses, and observed people picking fruit on the grounds.

We recognise that enjoying access to our property is something that has held some significance for local residents. We would also like for the Community Board and Halswell Community to consider the opinions and voices of our 65 residents who call the property home, and who are often not able to voice their opinion. It is private property and like any other they have the right to privacy and security.

Next steps:

Following our advice to community we are intending on completing fencing at the property boundary to secure the facility in the short term. We have already consulted with Council staff and will be sending fencing plans to them prior to commencement per their advice.

We intend to then conduct a review of the closure later in the year. We do not have a specific timeline for this because our service is still facing a number of stresses as a result of new COVID-19 protocols. Our current direction from the Ministry of Health is also that the facility remains cautious (closed).

Our request to the Community Board is for feedback relating to the feasibility of the Council completing access on the Nga Puna Wai side. As the track disappears into the culvert, a bridge or raised walkway would be required to ensure its accessibility for all. We would seek to determine desirability from Council perspective given the proximity to the McMahon Dr entrance, as well as an estimation of where it might sit in a list of priorities to fund.

Alongside this we are open to receiving feedback and have created a survey to support our evaluation process. We are also interested in residents who might be interested in volunteering or
supporting a potential fundraising campaign. As a registered charitable trust that provides disability support, this is not core work and a potential project would benefit from the expertise and support of residents. This survey is available at https://forms.gle/oQZ3ScmyPE7uyDUMA or you are welcome to send your thoughts to enquiries.trust@sjog.org.nz.

Nga mihi maioha,
Virginia Spoors
Regional Manager
Health and Ability Services
St John of God Haora Trust
8. Colligan Street - Proposed Time Restricted Parking

Reference / Te Tohutoro: 20/181929
Report of / Te Pou Matua: Barry Hayes, Traffic Engineer, barry.hayes@ccc.govt.nz
General Manager / Pouwhakarae: David Adamson, General Manager City Services, david.adamson@ccc.govt.nz

1. Executive Summary / Te Whakarāpopoto Matua

1.1 The purpose of this report is for the Waipuna/Halswell-Hornby-Riccarton Community Board to approve No Stopping Restrictions for Thursdays only on a part of Colligan Street in Upper Riccarton, as indicated in Attachment A.

1.2 This report is staff generated in response to a petition from local residents (TRIM reference 20/88965) to amend an approved resolution to introduce working day stopping restrictions at this location.

1.3 Since the proposal is primarily intended to assist rubbish collection vehicles, staff consider that a single day restriction would address the problem and meet the residents’ concerns.

1.4 These measures have been requested to:

1.4.1 Ensure space is available for waste trucks to access the whole street and turn around.

1.4.2 Assist other large vehicles such as cars towing trailers, emergency vehicles and delivery vehicles to turn around.

1.4.3 Maintain on-street parking for the remainder of the week.

2. Officer Recommendations / Ngā Tūtohu

That the Waipuna/Halswell-Hornby-Riccarton Community Board resolve to:

1. Approve pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 that the stopping of vehicles be prohibited between 6am and 6pm on Thursdays only on part of Colligan Street as shown by ‘Proposed No Stopping Restriction 6am-6pm Thursday only’ in Plan TG133759 Issue 2, dated 3 March 2020 in Attachment A of the agenda staff report.

2. 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 resolution 1. above.

3. Approve that resolutions 1. and 2. above, take effect when the signs that evidence the restrictions, are in place.

3. Key Points / Ngā Take Matua

3.1 The recommendations in this report are consistent with the anticipated outcomes of the Traffic Safety and Efficiency Service Plan in the Council’s Long Term Plan (2018 - 2028).

3.2 The following feasible options have been considered:

- Option 1 - Install No Stopping Restrictions for Thursday only (preferred option)
- Option 2 - Do Nothing

3.3 Option Summary - Advantages and Disadvantages (preferred option)
3.3.1 The advantages of this option include:
- Ensures space is available for waste trucks to be able to access the whole street and turn around.
- Maintains on-street parking for the remainder of the week.

3.3.2 The disadvantages of this option include:
- Displaces parking to other locations on the collection day.

3.4 The decision affects the following ward/Community Board areas:
- Riccarton ward and Waipuna/Halswell-Hornby-Riccarton Community Board.

4. Policy Framework Implications / Ngā Hīraunga ā-Kaupapa here

Strategic Alignment
4.1 The Council’s strategic priorities have been considered in formulating the recommendations in this report; however, this area of work is not specifically covered by an identified priority.

4.2 This report supports the Council’s Long Term Plan (2018 - 2028):

4.2.1 Activity: Solid Waste
- Level of Service: 8.2.3 Customer satisfaction with kerbside collection service for organic material - At least 80% of customers satisfied with Councils kerbside collection service for organic material each year.

Decision Making Authority Te Mana Whakatau
4.3 Part 1, Clauses 7 and 8 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides the Council with the authority to install stopping and parking restrictions by resolution.

4.4 The Community Boards have delegated authority from the Council to exercise the delegations as set out in the Register of Delegations. The list of delegations for the Community Boards includes the resolution of stopping restrictions and traffic control devices.

4.5 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.

Policy Consistency
4.6 The decision is consistent with the Council’s Plans and Policies.

Impact on Mana Whenua
4.7 The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture and traditions.

Climate Change Impact Considerations
4.8 The impacts of this proposal on Climate Change is anticipated to be minor.

Accessibility Considerations
4.9 This proposal purely enhances the accessibility of waste collection trucks. It has no adverse effects upon access by walking and cycling and only effects on-street car parking on one day of the week.
5. **Context/Background / Te Horopaki**

**Background**

5.1 The original basis for the proposal is described in the report presented to the Community Board on 10 December 2019. (TRIM reference 20/181929). This included a staff recommendation for the provision of no stopping Monday to Friday between the hours of 6am and 6pm.

5.2 The Community Board approved this proposal.

5.3 Subsequently, a petition was received by the Community Board on 4 February 2020 (TRIM reference 20/88965) on behalf of the residents of the street, which indicated that many of them considered that the approved proposal was unacceptable and caused unreasonable inconvenience for those who wished to park in this area.

5.4 Instead of a Monday to Friday restriction, the residents requested that the restriction should only relate to the rubbish collection day and operate between 6am and 3pm.

**Identification of restriction**

5.5 Staff subsequently reconsidered the proposal and consulted the City Council Parking Compliance and Waste Management to determine how best to proceed.

5.6 It was established that a restriction that states ‘rubbish collection day only’ (or similar) is not a permitted parking restriction and cannot be enforced.

5.7 The Waste Management team advised that they have a TMP (traffic management plan) which enables their kerbside waste collector to operate between 6am and 6pm. The contractor is entitled to vary their collection time of day at any of their collection points within this period. Therefore, it is considered necessary that the stopping restriction period must take effect between 6am and 6pm to enable waste collection vehicles to operate within the scope of the established contract.

5.8 The current collection day at this location is Thursday. However, within the City Council Waste Collection, the contractor reserves the right to alter the collection day, depending on their own logistical requirements. They are only required to inform the City Council in writing, providing at least two weeks’ notice. The Council then notifies residents accordingly.

5.9 Although the ability exists for the contractor to vary the collection day as noted above, it would be extremely difficult to construct a robustly worded resolution to accommodate that flexibility. Staff also believe the likelihood of the collection day being varied is quite low. Staff are therefore recommending a Thursday only restriction between the hours of 6am and 6pm. If the collection day is varied, staff will prepare a report seeking the Community Board approval to vary the stopping restriction day accordingly.

6. **Community Views and Preferences / Ngā mariu ā-Hāpori**

6.1 The latest views of the local residents have been expressed within the petition submitted as described earlier.

7. **Resource Implications**

**Capex/Opex / Ngā Utu Whakahaere**

7.1 Cost to Implement - $300

7.2 Maintenance/Ongoing costs – covered under the existing maintenance budget

7.3 Funding Source – Traffic Operations Signs and Road Marking budget
8. **Legal Implications / Ngā Hīraunga ā-Ture**
   8.1 This specific report has not been reviewed and approved by the Legal Services Unit however the report has been written using a general approach previously approved of by the Legal Services Unit, and the recommendations are consistent with the policy and legislative framework outlined in section 4 above.

9. **Risk Management Implications / Ngā Hīraunga Tūraru**
   9.1 The risks identified are expected to be minor.

10. **Next Steps / Ngā mahinga ā-muri**
    10.1 Approval is required by the Waipuna/Halswell-Hornby-Riccarton Community Board.
    10.2 If approved, the recommendations will be implemented approximately four weeks after the contractor receives the request.

### Attachments / Ngā Tāpirihanga

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

### 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.
9. William Lewis Drive - Proposed No Stopping Restrictions

Reference / Te Tohutoro: 20/176072

Report of: Barry Hayes, Traffic Engineer, barry.hayes@ccc.govt.nz

General Manager: David Adamson, General Manager City Services, david.adamson@ccc.govt.nz

1. Executive Summary / Te Whakarāpopoto Matua

1.1 The purpose of this report is for the Waipuna/Halswell-Hornby-Riccarton Community Board to approve No Stopping Restrictions on a part of William Lewis Drive in Sockburn, as indicated in Attachment A. A location plan of the site is shown in Attachment B.

1.2 This report is staff generated in response to a request from local businesses who have concerns relating to parking activity in this street, which is causing difficulties for vehicles turning in and out of a specific business and for large vehicles using the two bend areas.

1.3 These measures have been requested to:

1.3.1 Ensure space is available for large trucks to turn in and out of the business access.

1.3.2 Maintains good sight lines for drivers leaving commercial premises.

1.3.3 Maintains clear forward sight lines at right-angled bends.

2. Officer Recommendations / Ngā Tūtohu

That the Waipuna/Halswell-Hornby-Riccarton Community Board resolve to:

1. Approve pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 that the stopping of vehicles be prohibited at all times on part of William Lewis Drive as shown by ‘Proposed No Stopping Restriction’ in Plan TG133767 dated 14 August 2019 in Attachment A of the agenda staff report.

2. 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 resolution 1. above.

3. Approve that resolutions 1. and 2. above take effect when road markings that evidence the restrictions, are in place.

3. Key Points / Ngā Take Matua

3.1 The recommendations in this report are consistent with the anticipated outcomes of the Traffic Safety and Efficiency Service Plan in the Council’s Long Term Plan (2018 - 2028).

3.2 The following feasible options have been considered:

- Option 1 - Install No Stopping Restrictions (preferred option)
- Option 2 - Do Nothing

3.3 Option Summary - Advantages and Disadvantages (preferred option)

3.3.1 The advantages of this option include:

- Ensures space is available for large trucks to turn in and out of the business access.
- Maintains good sight lines for drivers leaving commercial premises.
• Maintains clear forward sight lines at right-angled bends.

3.3.2 The disadvantages of this option include:
• Displaces parking to other locations.

3.4 The decision affects the following Community Board area:
• Waipuna/Halswell-Hornby-Riccarton Community Board

4. Policy Framework Implications

Strategic Alignment
4.1 The Council’s strategic priorities have been considered in formulating the recommendations in this report, however this area of work is not specifically covered by an identified priority.

4.2 The proposal is consistent with the Christchurch Suburban Parking Policy. Policy 1 relates to prioritising suburban road space according to Table 1 - Road priority matrix. Within the matrix, the second priority is to provide movement and amenity, which is the main purpose of the new restrictions, since it maintains the road space for drivers turning in and out of the service access and using the sections of road with a tight bend. On-street parking for commuters is classified as the seventh (lowest) priority in industrial areas.

Decision Making Authority Te Mana Whakatau
4.3 Part 1, Clauses 7 and 8 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides the Council with the authority to install parking restrictions by resolution.

4.4 The Community Boards have delegated authority from the Council to exercise the delegations as set out in the Register of Delegations. The list of delegations for the Community Boards includes the resolution of stopping restrictions and traffic control devices.

4.5 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.

Policy Consistency
4.6 The decision is consistent with the Council’s Plans and Policies.

Impact on Mana Whenua
4.7 The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture and traditions.

Climate Change Impact Considerations
4.8 The impacts of this proposal upon Climate Change is anticipated to be minor.

Accessibility Considerations
4.9 This proposal purely enhances the accessibility of large truck movements. It has no adverse effects upon access by walking and cycling and only effects on-street car parking.

5. Context/Background / Te Horopaki

Issue / Ngā take
5.1 The manager at Roofing Industries Ltd approached the Council to explain difficulties experienced by their vehicles upon turning in and out of their property at 12 William Lewis Drive. The company sometimes carries manufactured products of a significant length, though have indicated that the largest vehicle which turns in and out is a 19 metre semi-trailer.
5.2 Consequently, their delivery vehicles require substantial space to turn in and out, necessitating the whole width of the road. Furthermore, this manoeuvring is also challenging at the two right-angled bend sections of the street, a short distance away on William Lewis Drive.

5.3 Images of the business access and the south west bend locations are shown in Attachment C.

Context

5.4 Staff have discussed these issues with the company manager to determine the road space requirements.

5.5 The business manager explained that only a small amount of on-street parking is generated by their own staff and is managed directly to temporarily accommodate the large truck movements. However, some parked vehicles are owned by staff at neighbouring businesses. Consequently, the company speaks to neighbouring businesses and cones off the areas required, when appropriate.

5.6 However, since the frequency of this demand has increased over recent years, it is considered that a permanent restriction would ease business operations and minimise any unnecessary delays.

5.7 The turning swept paths were checked for the 19 metre semi-trailer truck, to verify the road space necessary. Turning diagrams are shown in Attachment D. The diagram shows that the proposed restrictions ensure that the turning space will remain available, without needing to request drivers to temporarily relocate their parked vehicles.

5.8 Staff have recommended no stopping restrictions to maintain the required space available. The extent shown in the proposal coincides with the space required by the semi-trailer and has been agreed with the manager at Roofing Industries and meets the needs of their large delivery vehicles.

6. Options Analysis / Ngā Kōwhiringa Tātari

Options Considered Ngā Kōwhiringa Whaiwhakaaro

6.1 The following reasonably practicable options were considered and are assessed in this report:

- Option 1 - Install No Stopping Restrictions (preferred option)
- Option 2 - Do Nothing

6.2 No other options have been considered.

Options Descriptions / Ngā Kōwhiringa

6.3 Option One: Preferred Option: Install No Stopping Restrictions

6.3.1 Option Description: Install No Stopping restrictions in accordance with Attachment A.

6.3.2 Option Advantages

- Ensures space is available for large trucks to turn in and out of the business access
- Maintains good sight lines for drivers leaving commercial premises
- Maintains clear forward sight lines at right-angled bends

6.3.3 Option Disadvantages

- Displaces parking to other locations

6.4 Option Two: Do Nothing
6.4.1 **Option Description:** Do not add further no stopping restrictions

6.4.2 **Option Advantages**
- No impact on on-street parking

6.4.3 **Option Disadvantages**

6.5 Does not address the business community concerns over the lack of visibility at commercial accesses and turning space for trucks.

7. **Community Views and Preferences / Ngā mariu ā-Hāpori**
   7.1 The owners and tenants of the properties located close to the proposal were advised of the recommended option by letter. Attachment E shows the locations of the properties that were consulted.
   7.2 No submissions were received which objected to the proposal.
   7.3 The Team Leader Parking Compliance has indicated support for the preferred option.
   7.4 The Do Nothing option is inconsistent with local business requests to provide sufficient turning space at the access and bend locations.

8. **Resource Implications**
   
   **Capex/Opex**
   8.1 Cost to Implement - $700
   8.2 Maintenance/Ongoing costs – covered under the existing maintenance budget
   8.3 Funding Source – Traffic Operations Signs and Road Marking budget

9. **Legal Implications**
   9.1 This specific report has not been reviewed and approved by the Legal Services Unit however the report has been written using a general approach previously approved of by the Legal Services Unit, and the recommendations are consistent with the policy and legislative framework outlined in section 4 above.

10. **Risk Management Implications**
    10.1 The risks identified are expected to be minor.

11. **Next Steps / Ngā mahinga ā-muri**
    11.1 Approval is required by the Waipuna/Halswell-Hornby-Riccarton Community Board.
    11.2 If approved, the recommendations will be implemented approximately four weeks after the contractor receives the request.
Item 9

Attachments / Ngā Tāpirihanga

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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.
Attachment C – 2018 Google Street View Images of site

Street View Image 1 – Entrance to Roofing Industries (looking south)

Street View Image 2 – Right Angled Bend (South West corner, looking south)
Appendix D - William Lewis Drive, Sockburn - Turning path checks
Appendix E - Location of Consulted property owners and tenants
10. Seymour Street and Skerten Avenue - Proposed No Stopping Restrictions

Reference / Te Tohutoro: 20/197170
Report of: Barry Hayes, Traffic Engineer, barry.hayes@ccc.govt.nz
General Manager: David Adamson, General Manager City Services, david.adamson@ccc.govt.nz

1. Executive Summary / Te Whakarāpopoto Matua

1.1 The purpose of this report is for the Waipuna/Halswell-Hornby-Riccarton Community Board to approve No Stopping Restrictions on a part of Seymour Street and Skerten Avenue in Hornby, as indicated in Attachment A. A location plan of the site is shown in Attachment B.

1.2 This report is staff generated in response to a request from two local residents who had concerns relating to parking activity on the street, which is causing difficulties for vehicles trying to access the nearside lane approaching the signals at the Main South Road.

1.3 These measures have been requested to:

1.3.1 Assist vehicles approaching the Main South Road signals, to access the correct lane.

1.3.2 Reduce congestion at the signal installation, especially at peak times.

1.3.3 Maintain good sight lines for drivers leaving the driveway at 4 Seymour Street.

2. Officer Recommendations / Ngā Tūtohu

That the Waipuna/Halswell-Hornby-Riccarton Community Board resolve to:

1. Note that under Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 that the stopping of vehicles be prohibited at all times on part of Seymour Street and Skerten Avenue as shown as ‘Proposed No Stopping Restriction’ in Plan TG135569 dated 29 October 2019 in Attachment A of the agenda staff report.

2. 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 resolution 1. above.

3. Approve that resolutions 1. and 2. above, take effect when road markings that evidence the restrictions, are in place.

3. Key Points / Ngā Take Matua

3.1 The recommendations in this report are consistent with the anticipated outcomes of the Traffic Safety and Efficiency Service Plan in the Council’s Long Term Plan (2018 - 2028).

3.2 The following feasible options have been considered:

- Option 1 - Install No Stopping Restrictions (preferred option)
- Option 2 - Do Nothing

3.3 Option Summary - Advantages and Disadvantages (preferred option)

3.3.1 The advantages of this option include:

- Assists drivers approaching the Main South Road signals, to access the correct lane.
4. Policy Framework Implications

Strategic Alignment
4.1 The Council's strategic priorities have been considered in formulating the recommendations in this report; however, this area of work is not specifically covered by an identified priority.

4.2 The proposal is consistent with the Christchurch Suburban Parking Policy. Policy 1 relates to prioritising suburban road space according to Table 1 - Road priority matrix. Within the matrix, the second priority is to provide movement and amenity, which is the main purpose of the new restrictions, since it maintains the road space for drivers approaching the signals. On-street parking for residents is classified as a fifth priority in residential areas.

Decision Making Authority / Te Mana Whakatau
4.3 Part 1, Clauses 7 and 8 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides the Council with the authority to install parking restrictions by resolution.

4.4 The Community Boards have delegated authority from the Council to exercise the delegations as set out in the Register of Delegations. The list of delegations for the Community Boards includes the resolution of stopping restrictions and traffic control devices.

4.5 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.

Policy Consistency
4.6 The decision is consistent with the Council’s Plans and Policies.

Impact on Mana Whenua
4.7 The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture and traditions.

Climate Change Impact Considerations
4.8 The impacts of this proposal upon Climate Change is anticipated to be minor.

Accessibility Considerations
4.9 This proposal purely enhances the capacity of the Traffic Signal installation and improves safety. It has no adverse effects upon access by walking and cycling and only effects on-street car parking.

5. Context/Background / Te Horopaki

Issue / Ngā take
5.1 Local residents have indicated that parked vehicles reduce the available lane capacity along Seymour Street upon approaching the signal intersection at the Main South Road.
In particular, some drivers turning left from Skerten Avenue onto Seymour Street are blocked by drivers queuing to turn right on Seymour Street, in order to access the nearside ahead/left lane.

**Context**

5.2 Staff checked the site layout and observed the intersection operation during peak times.

5.3 It was apparent that on-street parking takes place, which does have a detrimental effect on the capacity of this approach to the intersection. Whilst the right turn lane sometimes queues back for at least three vehicles, the through and left turn traffic are blocked by parked vehicles from using the nearside lane. Consequently, there are occasions when the approach does not clear during its traffic phase. Staff have observed this situation occurring during both peak periods.

5.4 Staff arranged for a turning path check, based on a medium size truck (equivalent to a waste truck). This is shown in Attachment C. The diagram shows that this vehicle requires a clear space to access the nearside lane on Seymour Street, upon approaching the signals.

5.5 Consequently, staff recommend no stopping restrictions on Seymour Street and on Skerten Avenue near the Skerten Avenue intersection.

6. Options Analysis / Ngā Kōwhiringa Tātari

**Options Considered Ngā Kōwhiringa Whaiwhakaaro**

6.1 The following reasonably practicable options were considered and are assessed in this report:

- Option 1 - Install No Stopping Restrictions (preferred option)
- Option 2 - Do Nothing

6.2 No other options have been considered.

**Option Descriptions / Ngā Kōwhiringa**

6.3 **Option One: Preferred Option:** Install No Stopping Restrictions

6.3.1 **Option Description:** Install No Stopping restrictions in accordance with Attachment A.

6.3.2 **Option Advantages**

- Assists drivers approaching the Main South Road signals, to access the correct lane.
- Reduces congestion at the signal installation, especially at peak times.
- Maintains good sight lines for drivers leaving the driveway at 4 Seymour Street.

6.3.3 **Option Disadvantages**

- Displaces parking to other locations

6.4 **Option Two:** Do Nothing

6.4.1 **Option Description:** Do not add further no stopping restrictions.

6.4.2 **Option Advantages**

- No impact on on-street parking

6.4.3 **Option Disadvantages**

- Does not address community concerns relating to unnecessary congestion on the approach to the signals and turning space to access the correct lane.
7. **Community Views and Preferences / Ngā mariu ā-Hāpori**

7.1 The owners and tenants of the properties located close to the proposal were advised of the recommended option by letter and invited to comment. Attachment D shows the locations of the properties consulted. The Greater Hornby Residents’ Association was also contacted.

7.2 Four responses were received in favour of the proposal, including one from the Greater Hornby Residents’ Association.

7.3 One resident raised an objection and another resident requested an amendment. One resident responded to express concern that the proposal enabled trucks to more easily move through this area and perceived it as contrary to the existing heavy truck restriction on Seymour Street. The resident was advised that this was not the case and for the reasons already stated.

7.4 The resident at 4 Seymour Street referred to a need for overnight parking for one vehicle on Seymour Street and requested an amendment. Staff considered this request and its implications. It was considered that the resident already has good provision for parking on their property, since there is a garage and driveway space for three vehicles. The property also appears to have space for turning within the front of the section. Consequently, the request was not accepted and the proposal for continuous no stopping lines was maintained.

7.5 The Team Leader Parking Compliance has indicated his support of the preferred option.

8. **Resource Implications**

**Capex/Opex**

8.1 Cost to Implement - $300

8.2 Maintenance/Ongoing costs – covered under the existing maintenance budget

8.3 Funding Source – Traffic Operations Signs and Road Marking budget

9. **Legal Implications**

9.1 This specific report has not been reviewed and approved by the Legal Services Unit however the report has been written using a general approach previously approved of by the Legal Services Unit, and the recommendations are consistent with the policy and legislative framework outlined in section 4 above.

10. **Risk Management Implications**

10.1 The risks identified are expected to be minor.

11. **Next Steps / Ngā mahinga ā-muri**

11.1 Approval is required by the Waipuna/Halswell-Hornby-Riccarton Community Board.

11.2 If approved, the recommendations will be implemented approximately four weeks after the contractor receives the request.
Attachments / Ngā Tāpirihanga

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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.
Appendix D - Consultees for the proposal

Properties that were consulted

Proposed restrictions
11. 5 The Runway (Wigram Primary School) - Proposed Bus Passenger Shelter Installation and Bus Stop Marking Modification

Reference / Te Tohutoro: 20/196493

Report of: Serena Chia, Graduate Transport Engineer, Serena.Chia@ccc.govt.nz

General Manager: David Adamson, General Manager City Services, david.adamson@ccc.govt.nz

1. Executive Summary / Te Whakarāpopoto Matua

1.1 The purpose of this report is for the Waipuna/Halswell-Hornby-Riccarton Community Board to approve the installation of a bus passenger shelter and modification to the bus stop markings at an existing bus stop located beside 5 The Runway being at the frontage of the Wigram Primary School.

1.2 The origin of the report is staff generated. The bus stop locations chosen by staff for shelters to be installed are typically the bus stops where the average weekday passenger boarding meet a demand threshold of more than 20 people boarding a bus per weekday. This means staff are targeting the bus stops that are most used by people accessing public transport.

1.3 Public transport is a key provision to support mode shift, reduce greenhouse gas emissions, traffic congestion and traffic crashes. Measures that promote the use of public transport helps the Council achieve its:

- Strategic framework of providing a well-connected and accessible city promoting active and public transport, as well as meeting the challenge of climate change through every means available.
- Long Term Plan outcome of improved user satisfaction of public transport facilities, through providing sheltered waiting areas for customers commuting by bus.

1.4 The decisions in this report are of low significance in relation to the Christchurch City Council’s Significance and Engagement Policy.

1.5 The level of significance was determined by consideration of the criteria set out in the Council’s Significance and Engagement Policy and the requirements as set out in section 339 of the Local Government Act.

1.6 Only a shelter where the owner or occupier of the adjacent property has provided feedback indicating no objection or where there was no response received to the consultation is included within this report.

1.7 The recommended amendments to the bus stop markings and associated no stopping lines will better define the front of the bus stop and assist buses manoeuvring out of the stop.

2. Officer Recommendations / Ngā Tūtohu

That the Waipuna/Halswell-Hornby-Riccarton Community Board resolve:

**Bus passenger shelter**

1. In accordance with Section 339(1) of the Local Government Act to:
a. Approve the installation of a bus passenger shelter on the north west side of The Runway (beside Number 5 The Runway, Wigram Primary School) commencing at a point approximately 34 metres south west of its intersection with Kittyhawk Avenue and extending in a south westerly direction for a distance of 3.6 metres.

**Bus stop markings**

2. In accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 to:
   a. Approve that the stopping of vehicles is prohibited at all times on the north west side of The Runway commencing at its intersection with Kittyhawk Avenue and extending in a south westerly direction for a distance of approximately 31 metres.
   b. Approve that a marked bus stop be installed on the north west side of The Runway commencing at a point approximately 34 metres south west of its intersection with Kittyhawk Avenue and extending in a south westerly direction for a distance of approximately 23 metres.

3. Approve that 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 the agenda staff report, are revoked.

4. Approve that resolutions 1. to 3. above take effect when the traffic control devices that evidence the restrictions described in the agenda staff report are in place.

3. **Reason for Report Recommendations / Ngā Ta ke mō te Whakatau**

3.1 Each year, the Council installs bus passenger shelters to improve the sheltered waiting areas at bus stops. A bus passenger shelter is proposed for the bus stop location presented in this report due to the average weekday passenger boarding meeting the demand threshold of more than 20 daily passenger boarding per weekday. The bus stop beside 5 The Runway (Wigram Primary School) has an average of 68 passenger boarding per weekday (Monday to Friday, March, 2017-2019).

3.2 The location of the bus stop, and hence the proposed shelter, relative to their surrounding locality, is indicated in the Figure 1.
Figure 1: Bus stop beside 5 The Runway (Wigram Primary School)

3.3 The bus passenger shelter proposed to be installed at the bus stop will be a Council shelter type. The image shown in Figure 2 is an example of what the shelter is likely to look like.

![Example shelter](image)

Figure 2: Example of the shelter type

3.4 The advantages of this recommended option include:

- Protection from the weather;
- Seating and timetable information provided within the shelter;
- Increases the visibility and legibility of public transport; and
- Provision of the recommended bus stop length has the potential to improve the operational performance of the bus line(s) that use the bus stop.

3.5 The disadvantages of this recommended option include:

- Increase in the number of bus passenger shelters to be maintained by the Council.

4. Alternative Options Considered / Ētahi atu Kōwhiringa

4.1 Option 2 – ‘Do nothing’, no bus passenger shelter is installed and the existing bus stop marking is retained.

4.2 The ‘Do Nothing’ option does not assist the Council achieve its Long Term Plan or Strategic Framework outcomes as indicated in section 6 of this report.

5. Detail / Te Whakamahuki

Analysis Criteria / Ngā Paearu Wetekina

5.1 Staff assess each site based on the statutory requirement as set out in section 339 of the Local Government Act: “The Council may erect on the footpath of any road a shelter for use by intending public-transport passengers or small passenger service vehicle passengers, provided that no such shelter may be erected so as to unreasonably prevent access to any land having a frontage to the road”.

5.2 Staff undertake geometric, road safety and bus stop best practice design assessments for each proposed shelter location. Examples of such assessments include:

- The shelter will not restrict nearby driveway or intersection sightlines.
• The shelter can be located at an appropriate location relative to the bus stop, which makes it a logical place for passengers to wait within the shelter.

• That a 1.5 metre (minimum) continuous accessible path of travel for pedestrian movement is maintained in front of the shelter.

• Does not adversely impact the underground utilities.

• Determine if other existing bus stop infrastructure needs to be relocated to ensure the location is accessible to the people who use the bus stop as well as the people who walk past the bus stop.

• Determine if other accessibility and operational improvements are needed to be made to optimise the usability of the bus stop, for example extending the footpath to the kerb to ensure there is a hardstand for customers boarding or exiting the bus, or marking the bus stop to the recommended bus stop length.

Community Views and Preferences / Ngā mariu ā-Hāpori

5.3 Consultation has been carried out with those specifically affected by this option due to the proximity of the property to the proposed shelter. In the case of this report, the shelter is located beside 5 The Runway which is the site of Wigram Primary School. The consultation notice and feedback form were sent to the property owner (Ministry of Education) and the Principal of Wigram Primary School. The consultation period for the proposed shelter and marking occurred from Monday 2 December 2019 to Monday 16 December 2019.

5.4 No feedback was received from the property owner of 5 The Runway or from the Principal of Wigram Primary School.

5.5 Environment Canterbury is responsible for providing public transport services. The Christchurch City Council is responsible for providing public transport infrastructure. Environment Canterbury is supportive of the installation of the bus passenger shelters.

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

Strategic Alignment / Te Rautaki Tīaroaro

6.1 The Council’s Strategic Framework is a key consideration in guiding the recommendations in this report. The recommendations in this report help achieve the:

• community outcome of a well-connected and accessible city promoting active and public transport, and

• strategic priorities of meeting the challenge of climate change through every means available.

6.2 This report supports the Council’s Long Term Plan (2018 - 2028):

6.2.1 Activity: Public Transport Infrastructure

• Level of Service: 10.4.4 Improve user satisfaction of public transport facilities. - >=7.3

Policy Consistency / Te Whai Kaupapa here

6.3 The decision is consistent with the Council’s Plans, Policies and Strategic Framework.

Impact on Mana Whenua / Ngā Whai Take Mana Whenua

6.4 The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture and traditions.
Climate Change Impact Considerations / Ngā Whai Whakaaro mā te Āhuarangi
6.5 Public transport is a key provision to support mode shift, reduce greenhouse gas emissions, traffic congestion and traffic crashes. Measures that promote the use of public transport make it a more attractive travel option, thereby supporting mode shift and the associated benefits to the environment.

Accessibility Considerations / Ngā Whai Whakaaro mā te Hunga Hauā
6.6 Accessibility by access to opportunities: Improvements to bus stops have a positive impact to the well-being and accessibility of our community through freedom to access opportunities by other means than the private vehicle.

6.7 Accessibility by inclusive design:
- The placement of the shelter considers the accessibility and movement needs of those waiting for a bus and those walking past the shelter that their way is unimpeded.
- Improvements to length of the bus stop improves access for people getting on and off the bus, and the operational performance of the buses that use the bus stop.

7. Resource Implications / Ngā Hīraunga Rauemi

Capex/Opex / Ngā Utu Whakahaere
7.1 Cost to Implement - $16,000 for the shelter supply and installation including other bus stop remedial work, plus $1,000 for the planning, consultation and preparation of this report.

7.2 Maintenance/Ongoing costs - Transport and City Streets, Operations Expenditure budget, includes maintenance of bus stop infrastructure, as and when it is needed.

7.3 Funding Source – Traffic Operations, Capital Expenditure budget for bus stop, seating and shelter installations.

7.4 If approved, the recommendations will be implemented prior to the end of financial year 2019-2020. If the current stock of shelters is not suitable or available for this site, purchase of the appropriate style of shelter may delay the installation by approximately three months.

8. Legal Implications / Ngā Hīraunga ā-Ture

Statutory power to undertake proposals in the report / Te Manatū Whakahaere Kaupapa
8.1 Under Section 339 of the Local Government Act 1974, the Council may erect on the footpath of any road, a shelter for use by intending public transport passengers or small passenger service vehicle passengers provided that no such shelter may be erected so as to unreasonably prevent access to any land having a frontage to the road. The Council is required to give notice in writing to the occupier and owner of property likely to be injuriously affected by the erection of the shelter, and shall not proceed with the erection of the shelter until after the expiration of the time for objecting against the proposal or, in the event of an objection, until after the objection has been determined.

8.2 Staff confirm the shelters will not prevent vehicular or pedestrian access to any land having a frontage to the road.

8.3 The relevant Community Board or Committee have delegated authority from the Council to exercise the delegations as set out in the Register of Delegations. The list of delegations for the Community Boards includes the resolutions of:
- bus passenger shelters under Section 339(1) of the Local Government Act 1974; and
- stopping and parking restrictions under Clause 7 of the Traffic and Parking Bylaw 2017.

8.4 Where no objection to the shelter has been presented by the owner or occupier of an affected property, staff present a decision making report directly to the relevant Community Board or Committee.

8.5 Where an objection has been presented by the owner or occupier of an affected property, staff present a decision making report to a Hearings Panel. The Hearings Panel then assess the objection against the criterion as outlined in Section 339 of the Act and make recommendations to the relevant Community Board or Committee. The Community Board or Committee will then determine the outcome of the objections in accordance with the criterion as outlined in Section 339 of the Local Government Act 1974.

Other Legal Implications / Ētahi atu Hīraunga-ā-Ture

8.1 The legal consideration is that the installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.

8.2 This report has not been reviewed and approved by the Legal Services Unit.

9. Risk Management Implications / Ngā Hīraunga Tūraru

9.1 Should the Community Board proceed with the ‘Do Nothing’ option (Option 2 of this report), the following are the risks to improving public transport:

9.1.1 The existing passenger waiting facilities remain, leading to no improvement to the level of service for passengers waiting for a bus.

9.1.2 The existing bus stop markings remain and may affect the operational performance of the buses as there is limited space to allow buses to exit the bus stop.

Attachments / Ngā Tāpirihanga

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>5 The Runway (Wigram Primary School) - Bus Passenger Shelter and Bus Stop Marking Modification Plan TG135621 - For Board Approval</td>
<td>47</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Document Name</th>
<th>Location / File Link</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not applicable</td>
<td>Not applicable</td>
</tr>
</tbody>
</table>

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.
5 The Runway
Proposed bus passenger shelter and bus stop marking modification Plan for Approval
12. Greater Hornby Residents' Association - Boundaries Extension

Reference / Te Tohutoro: 20/268608

Report of / Te Pou: Karla Gunby, Community Development Advisor, karla.gunby@ccc.govt.nz

General Manager / Pouwhakarae: Brent Smith, Principal Advisor, Citizens and Community, brent.smith@ccc.govt.nz

1. Executive Summary / Te Whakarāpopoto Matua

1.1 The purpose of this report is for the Board to consider for approval, the extension of the Greater Hornby Residents' Association’s existing boundaries.

1.2 This report has been written in response to a request received from the Greater Hornby Residents’ Association (GHRA).

1.3 This application for an area extension is as a consequence of the recent Waste Management Limited resource consent application in Marshs Road.

1.4 The decision in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by taking into account the localised area that the options involve.

2. Officer Recommendations / Ngā Tūtohu

That the Waipuna/Halswell-Hornby-Riccarton Community Board resolve to:

1. Approve an extension of the boundaries for the Greater Hornby Residents’ Association’s existing area, as follows:

   a. To extend down Springs Road from its current boundary at Halswell Junction Road, to Marshs Road, across Marshs Road to Shands Road and returning back to Halswell Junction Road.

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

3.1 The proposed changes to the boundaries does not extend into any other active Residents’ Association area.

3.2 The GHRA will provide a voice for the residents of the expanded area to the Council, the Waipuna/Halswell-Hornby-Riccarton Community Board and to other agencies, on issues of significance and interest to the community.

3.3 The Council and the Waipuna/Halswell-Hornby-Riccarton Community Board will have an avenue in which to communicate with the residents in the expanded area.

3.4 The GHRA will seek to find representatives from the additional area to enable local feedback and representation.

4. Alternative Options Considered / Ētahi atu Kōwhiringa

4.1 The alternative option is to decline the requested extension.
4.2 The GHRA coverage area is already one of the largest in the city. It includes the areas of the former Hei Hei Residents' Association, and two other local Residents' Associations currently in recess, namely, Islington and Hornby East Triangle Residents', plus additional areas of proposed coverage.

5. **Detail / Te Whakamahuki**

5.1 The GHRA has received support from one of the residents of the properties in the proposed area, to increase the opportunities for advocacy.

5.2 This decision involves the Board’s Hornby Ward.

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

**Strategic Alignment / Te Rautaki Tīaroaro**


6.1.1 Activity: Community Development and Facilities

- Level of Service: 4.1.27.2 Community development projects are provided, supported and promoted. - Community Board plans are developed and implemented.

**Policy Consistency / Te Whai Kaupapa here**

6.2 The decision is consistent with the Council’s Plans and Policies and fits with the Council’s Residents’ Association Formation and Recognition Policy.

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

6.3 The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture and traditions.

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

6.4 Not applicable

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

6.5 Not applicable

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

**Capex/Opex / Ngā Utu Whakahaere**

7.1 Cost to Implement – no associated costs

7.2 Maintenance/Ongoing costs – no associated costs

7.3 Funding Source – not applicable

8. **Legal Implications / Ngā Hīraunga ā-Ture**

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

8.1 The Board can make a decision on this matter based on the delegated authority given to it by the Council.
Other Legal Implications / Ētahi atu Hīraunga-ā-Ture

8.1 There is no legal context, issue or implication relevant to this decision.
8.2 This report has not been reviewed and approved by the Legal Services Unit.

9. Risk Management Implications / Ngā Hīraunga Tūraru

9.1 It is anticipated that there is no risk to the Council in the Board making its decision.

Attachments / Ngā Tāpirihanga

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Greater Hornby Residents’ Association Boundaries 2018</td>
<td>52</td>
</tr>
<tr>
<td>B</td>
<td>Greater Hornby Residents Association Proposed New Boundary Map</td>
<td>53</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Document Name</th>
<th>Location / File Link</th>
</tr>
</thead>
</table>

Confirmation of Statutory Compliance / Te Whakatūturutanga ā-Ture

(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

<table>
<thead>
<tr>
<th>Author</th>
<th>Karla Gunby - Community Development Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved By</td>
<td>Matthew Pratt - Manager Community Governance, Halswell-Hornby-Riccarton</td>
</tr>
</tbody>
</table>
13. Waipuna/Halswell-Hornby-Riccarton Community Board
Discretionary Response Fund Applications - Riccarton House and Bush Trust, Templeton Chapel of the Holy Family Trust, Halswell Residents' Association, Hornby Community Care Trust, Mas Oyama Kyokushin Karate Dojo Christchurch Charitable Trust, Wigram Primary School Board of Trustees, Christchurch Iranian Society Incorporated

Reference / Te Tohutoro: 20/289272
Report of / Te Pou: Marie Byrne, Community Development Adviser, marie.byrne@ccc.govt.nz;
Matua: Karla Gunby, Community Development Adviser, karla.gunby@ccc.govt.nz
Sam Holland, Community Recreation Adviser, samantha.holland@ccc.govt.nz

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

1. Purpose of Report / Te Pūtake Pūrongo

1.1 The purpose of this report is for the Waipuna/Halswell-Hornby-Riccarton Community Board to consider an application for funding from its 2019-20 Discretionary Response Fund from the organisations 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>00060951</td>
<td>Riccarton House and Bush Trust</td>
<td>Riccarton House</td>
<td>$10,000</td>
<td>$7,000</td>
</tr>
<tr>
<td>00061255</td>
<td>Templeton Chapel of the Holy Family Community Trust</td>
<td>Fence Installation</td>
<td>$9,055</td>
<td>$9,055</td>
</tr>
<tr>
<td>00061207</td>
<td>Halswell Residents Association</td>
<td>Radiocarbon Dating of Heritage Material</td>
<td>$1,800</td>
<td>$1,800</td>
</tr>
<tr>
<td>00060952</td>
<td>Hornby Community Care Trust</td>
<td>Courtyard Revitalisation Project</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>00061564</td>
<td>Mas Oyama Kyokushin Karate Dojo Christchurch Charitable Trust</td>
<td>Training Hall Repairs</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>00060955</td>
<td>Wigram Primary School Board of Trustees</td>
<td>Senior Playground</td>
<td>$5,085</td>
<td>$3,000</td>
</tr>
<tr>
<td>00061310</td>
<td>Christchurch Iranian Society</td>
<td>Wellbeing-COVID-19</td>
<td>$6,500</td>
<td>$3,500</td>
</tr>
</tbody>
</table>

1.2 There is currently a balance of $52,689 remaining in the fund.
2. **Officer Recommendations / Ngā Tūtohu**

That the Waipuna/Halswell-Hornby-Riccarton Community Board resolve to:

1. Approve a grant of $7,000 from its 2019-20 Discretionary Response Fund to Riccarton House and Bush Trust towards the creation of a condition report and cyclical management plan.

2. Approve a grant of $9,055 from its 2019-20 Discretionary Response Fund to the Templeton Chapel of the Holy Family Community Trust towards the installation of a fence around the Chapel in Kirk Road, Templeton.

3. Approve a grant of $1,800 from its 2019-20 Discretionary Response Fund to Halswell Residents’ Association towards radioactive carbon dating of trees in Halswell.

4. Approve a grant of $5,000 from its 2019-20 Discretionary Response Fund to Hornby Community Care Trust towards the Courtyard Revitalisation Project.

5. Approve a grant of $5,000 from its 2019-20 Discretionary Response Fund to Mas Oyama Kyokushin Karate Dojo Christchurch Charitable Trust for repairs to the training hall.

6. Approve a grant of $3,000 from its 2019-20 Discretionary Response Fund to Wigram Primary School Board of Trustees towards wages and overhead costs.

7. Refer the application from the Christchurch Iranian Society for the COVID-19 Wellbeing project to its 2019-20 Local Response Fund for consideration.

8. Approve a grant of $3,500 from its 2019-20 Local Response Fund to the Christchurch Iranian Society for the COVID-19 Wellbeing project.

3. **Key Points / Ngā Take Matua**

**Issue or Opportunity / Ngā take, Ngā Whaihua rānei**

3.1 Applications to the Waipuna/Halswell-Hornby-Riccarton Community Board Discretionary Response Fund have been received from Riccarton House and Bush Trust, Templeton Chapel of the Holy Family Community Trust, Halswell Residents Association, Hornby Community Care Trust, Mas Oyama Kyokushin Karate Dojo Christchurch Charitable Trust, Wigram Primary School Board of Trustees and the Christchurch Iranian Society.

**Strategic Alignment / Te Rautaki Tiaroaro**

3.2 The recommendation is strongly aligned to the Strategic Framework and in particular the strategic priority of enabling active citizenships and connected communities. It will provide connected communities which are happier, healthier, more productive and more resilient.

**Decision Making Authority / Te Mana Whakatau**

3.3 The Community Board has the delegated authority to determine the allocation of the Discretionary Response Fund for each community

3.3.1 Allocations must be consistent with any policies, standards or criteria adopted by the Council

3.3.2 The Fund does not cover:

- Legal challenges or Environment Court challenges against the Council, Council Controlled organisations or Community Board decisions
- Projects or initiatives that change the scope of a Council project or that will lead to ongoing operational costs to the Council (though Community Boards can recommend to the Council that it consider a grant for this purpose).
Assessment of Significance and Engagement / Te Aromatawai Whakahirahira

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

3.5 The level of significance was determined by the number of people affected and/or with an interest.

3.6 Due to the assessment of low significance, no further community engagement and consultation is required.

Discussion / Kōrerorero

3.7 At the time of writing, the balance of the 2019/2020 Discretionary Response Fund is as below.

<table>
<thead>
<tr>
<th>Total Budget 2019/20</th>
<th>Granted To Date</th>
<th>Available for allocation</th>
<th>Balance If Staff Recommendations adopted</th>
</tr>
</thead>
<tbody>
<tr>
<td>$201,560</td>
<td>$148,871</td>
<td>$52,689</td>
<td>$21,834</td>
</tr>
</tbody>
</table>

3.8 Based on the current Discretionary Response Fund criteria, the applications listed above are eligible for funding.

3.9 The attached Decision Matrix provides detailed information for the applications. This includes organisational details, project details, financial information and a staff assessment.

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Decision Matrix 00060951 Riccarton House and Bush Trust</td>
<td>59</td>
</tr>
<tr>
<td>B</td>
<td>Decision Matrix 00061255 Templeton Chapel of the Holy Family Community Trust</td>
<td>60</td>
</tr>
<tr>
<td>C</td>
<td>Templeton Chapel of the Holy Family Community Trust Location</td>
<td>61</td>
</tr>
<tr>
<td>D</td>
<td>Decision Matrix 00061207 Halswell Residents’ Association</td>
<td>62</td>
</tr>
<tr>
<td>E</td>
<td>Decision Matrix 00060952 Hornby Community Care Trust</td>
<td>63</td>
</tr>
<tr>
<td>F</td>
<td>Hornby Community Care Trust Courtyard Design Concept</td>
<td>64</td>
</tr>
<tr>
<td>G</td>
<td>Decision Matrix 00061564 Mas Oyama Kyokushin Karate Dojo Christchurch Charitable Trust</td>
<td>65</td>
</tr>
<tr>
<td>H</td>
<td>Decision Matrix 00060955 Wigram Primary School Board of Trustees</td>
<td>66</td>
</tr>
<tr>
<td>I</td>
<td>Decision Matrix 00061310 Christchurch Iranian Society</td>
<td>67</td>
</tr>
</tbody>
</table>

Confirmation of Statutory Compliance / Te Whakatūturutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).
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<table>
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<th>Authors</th>
<th>Marie Byrne - Community Development Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Karla Gunby - Community Development Advisor</td>
</tr>
<tr>
<td></td>
<td>Samantha Holland - Community Recreation Advisor</td>
</tr>
</tbody>
</table>

| Approved By                     | Matthew Pratt - Manager Community Governance, Halswell-Hornby-Riccarton |
# 2019/20 DRF HALSWELL-HORNBY-RICCARTON DECISION MATRIX

**Priority Rating:**
- One: Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
- Two: Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
- Three: Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

<table>
<thead>
<tr>
<th>Organisation Name</th>
<th>Name and Description</th>
<th>Funding History</th>
<th>Request Budget</th>
<th>Staff Recommendation</th>
<th>Priorities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Riccarton Bush Trust</td>
<td>Riccarton House and Bush Trust is seeking funding towards a condition report and cyclical maintenance plan for the exterior of the House that will support the objectives of the Pūtārōmātu</td>
<td>2019/20 - $1,450,410 Riccarton House and Bush Design and Consultancy Services (Metro DRF) 2018/19 - $365,685 Operations Grant (Heritage) 2017/18 - $4,371 (Projector and Monitor) (HR) DRF 2016/17 - $3,295 (Defibrillator) (R/W) DRF 2016/17 - $305,400 Operations Grant (Heritage)</td>
<td>Total Cost: $10,000 Requested Amount: $10,000 95% percentage requested</td>
<td>$7,000</td>
<td>1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Organisation Details:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Base: Riccarton House and Bush - 19 Kahu Road</td>
</tr>
<tr>
<td>Legal Status: Charitable Trust</td>
</tr>
<tr>
<td>Established: 1/01/1934</td>
</tr>
<tr>
<td>Staff: Paid: 15</td>
</tr>
<tr>
<td>Volunteers: 20</td>
</tr>
<tr>
<td>Annual Volunteer Hours: 2000</td>
</tr>
<tr>
<td>Participants: 70,000</td>
</tr>
<tr>
<td>Target Groups: Heritage, General Public</td>
</tr>
<tr>
<td>Networks: Volunteering Canterbury, Museum Shops Association of Australia and New Zealand, National Service to Paerangi</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Alignment with Council Strategies and Board Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Community Outcome - Strong Communities - Identity through arts, culture, heritage and sport</td>
</tr>
<tr>
<td>• Community Outcome - Strong Communities - Safe and healthy communities</td>
</tr>
<tr>
<td>• Heritage Strategy</td>
</tr>
<tr>
<td>• Christchurch Visitor Strategy</td>
</tr>
<tr>
<td>• Public Open Space Strategy</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Alignment with Council Funding Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Support, develop and promote capacity</td>
</tr>
<tr>
<td>• Community participation and awareness</td>
</tr>
<tr>
<td>• Increase community engagement</td>
</tr>
<tr>
<td>• Provide community based programmes</td>
</tr>
</tbody>
</table>

**How Much Will the Project Cost? (Measures)**

**How Will Participants Be Better Off?**

The building will be safer and the planned and programmed maintenance will preserve and conserve the Christchurch icon.

**Staff Assessment**

This project is recommended as a Priority One Project due to the strong alignment to Council priorities, strategies and outcomes. The objectives of this project align very strongly with the kaupapa of the Council’s Heritage Strategy, “We work together to recognise, protect and celebrate our heritage, which weaves our stories and places together, and is vital to the identity and wellbeing of our communities and the district.’

In order to protect and conserve the Heritage One listed Riccarton House the Trust needs to plan the maintenance of the property. They wish to develop a condition report and cyclical maintenance plan for the exterior of the house. This plan will enable the Trust to more effectively budget for renovation and maintenance costs. It will also help ensure that the building is safe for community use. A conservation plan was developed in the early 1990s and much of that was based around interior work which has been largely finished.

Jenny May, Heritage Management Services, will provide her services free and William Fulton of Fulton Ross Team architects will carry out the full report.

Riccarton House and Bush, set on 12 hectares of land in Riccarton is a unique and important part of the environmental, social and cultural heritage of the city. It is a well patronised facility and community in Christchurch for both the city’s residents and visitors.

The production of a condition report and cyclical management plan will also allow the Trust to meet three of the eleven objectives that have been set out in the Pūtārōmātu/Riccarton Bush Management Plan 2015. The Plan is a statutory requirement of the 2012 amendment to the Riccarton Bush Act 1914. These three objectives are:

- Objective 8: The Riccarton Bush Property / Pūtārōmātu is an important visitor attraction in Christchurch/ Otatahi and there is public access and commercial use of Riccarton House and Deans Cottage to appropriate levels.
- Objective 10: The landscape character of the Riccarton Bush Property / Pūtārōmātu is protected and enhanced and the setting is compatible with the property’s historic character.
- Objective 11: Historic buildings are restored and maintained as near as practicable to their original condition.

The project would also support the restoration work that was undertaken to repair and restore the House and the ongoing work on the Deans cottage.

Riccarton Bush Trust was incorporated under a 1934 Act of Parliament, which has been followed by a series of amendments, the most recent being the Riccarton Bush Amendment Act 2012. These give the Riccarton Bush Trust the power to negotiate with the Council for funding which contributes towards the maintenance and operation of Riccarton Bush, Riccarton House and its grounds. The Trust receives an annual operations grant of approximately $305,000. The creation of the strategy would fall out of the scope of the annual operations grant. Ensuring that the Trust manages requirements under the Health and Safety in Work Act 2015 is a performance target for the Riccarton Bush Trust in the 2018-28 Long Term Plan. This covers not only the health and safety of workers, but also of visitors to the facility.

FHW Staff Recommendation: $3,000
## 2019/20 DRF HALSWELL-HORNBY-RICCATON DECISION MATRIX

### Priority Rating

<table>
<thead>
<tr>
<th>One</th>
<th>Two</th>
<th>Three</th>
<th>Four</th>
<th>Five</th>
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</thead>
<tbody>
<tr>
<td>Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.</td>
<td>Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.</td>
<td>Meets all eligibility criteria and has a minimum contribution to Funding Outcomes and Priorities. Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.</td>
<td></td>
<td></td>
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</tbody>
</table>

#### Item 13

<table>
<thead>
<tr>
<th>Organisation Name</th>
<th>Name and Description</th>
<th>Funding History</th>
<th>Request Budget</th>
<th>Staff Recommendation</th>
<th>Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Templeton Chapel of the Holy Family Trust</td>
<td>Fence Installation</td>
<td>Other Sources of Funding</td>
<td>Total Cost</td>
<td>$9,055</td>
<td>$9,055</td>
</tr>
<tr>
<td></td>
<td>Templeton Chapel of the Holy Family Community Trust is seeking funding assistance to install a fence at the perimeter of the Chapel located in Kirk Road, Templeton.</td>
<td>Donated fencing material</td>
<td>Requested Amount</td>
<td>$9,055</td>
<td>100% percentage requested</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Contribution Sought Towards: Fence Installation - $9,055</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Organisation Details:

- **Service Base:** Chapel of the Holy Family Community, Kirk Road, Templeton
- **Legal Status:** Charitable Trust
- **Established:** 7/12/2002
- **Staff - Paid:** 0
- **Volunteers:** 9
- **Annual Volunteer Hours:** 100
- **Participants:** 100
- **Target Groups:** Disability

#### Organisation Description/Objectives:

The Chapel of the Holy Family Trust was set up in 2002 to own, maintain and manage what was the Templeton Centre Chapel which was gifted to the community by the then Health Board at the time of the deinstitutionalisation of the people who lived within the Templeton Centre. The Chapel continues to provide meeting space for those with intellectual disability via a weekly interdenominational church service, a venue for funerals of ex-Templeton people and other meetings centered around “Our people”.

#### Alignment with Council Strategies and Board Objectives

- Strengthening Communities Strategy
- Equity and Access for People with Disabilities Policy
- Safer Christchurch Strategy
- Enabling Active Citizenship and Connected Communities Strategic Priority
- Community Outcome - Strong Communities

#### Alignment with Council Funding Outcomes

- Support, develop and promote capacity
- Community participation and awareness
- Increase community engagement
- Enhance community and neighbourhood safety
- Provide community based programmes
- Reduce or overcome barriers

#### How Much Will The Project Cost? (Measures)

Install a fence that will stop inappropriate and unauthorised vehicle access onto the Chapel frontage.

#### How Will Participants Be Better Off?

- Safe space for the vulnerable community to use
- The property would be protected from vandalism which in turn would prevent the pooling of stagnant water
- Organisational resources would be directed on the core needs of the community rather than repairing damage
- Alleviate any distress to these people if the building was damaged and became un-usuable

#### Staff Assessment

This project is considered to be a Priority One Project due to the high needs of the user groups.

This project seeks to have a fence installed at the perimeter of the Chapel of the Holy Family which is located in Kirk Road, Templeton.

The Chapel’s location dates from the time when the parcel of land was occupied by the former Templeton Hospital. When the Templeton Hospital closed down, the Trust was formed to continue to provide a safe venue for the spiritual and emotional needs of people with intellectual disabilities. People with intellectual disabilities and their families from all over the city make use of the facility.

At present, while there is a gated entrance to the property, a considerable portion of the frontage of the property is unfenced. This has motivated recreational car users to drive onto the grassed frontage and doing ‘donuts’ and other dangerous vehicle manoeuvres.

This has led to considerable damage, not only to the land, but also some of the foliage. Holes in the lawn area has resulted in the pooling of stagnant water, which in turn has led to the introduction of insects and mice. Bites from these insects are an additional health risk for those with compromised immune systems.

The Trust is also worried about the potential for one of the vehicles to crash into the buildings should the drivers lose control.

The Trust has sourced the donation of a fence for the site, and seek funding assistance to install the fence.
Attachment to Discretionary Response Fund Application Report Application 00061255
Templeton Chapel of the Holy Family – Kirk Road, Templeton

Street Frontage – proposed fence line indicated

Satellite View of Chapel Location (marked with red circle), shared driveway with Westmount School
### 2019/20 DRF HALSWELL-HORNBY-RICCATON DECISION MATRIX

<table>
<thead>
<tr>
<th>Organisation Name</th>
<th>Name and Description</th>
<th>Total Cost</th>
<th>Contribution Sought Towards</th>
<th>Staff Recommendation</th>
<th>Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Halswell Residents' Association Incorporated</td>
<td>Radiocarbon dating of heritage material. The Halswell Residents' Association is seeking funding towards radiocarbon analysis of tree stumps on Quaifes Road.</td>
<td>$1,800</td>
<td>Radiocarbon analysis - $1,800</td>
<td>That the Waipuna/Halswell-Hornby-Riccarton Community Board approve a grant of $1,800 from its 2019/20 Discretionary Response Fund to Halswell Residents' Association towards radiocarbon dating of trees in Halswell.</td>
<td>2</td>
</tr>
</tbody>
</table>

#### Organisation Details
- **Service Base:** Incorporated Society
- **Established:** 25/06/1996
- **Target Groups:** Heritage
- **Annual Volunteer Hours:** 200
- **Participants:** 1,000

#### Alignment with Council Strategies
- Heritage Strategy
- Strengthening Communities Strategy

#### CCC Funding History
- **2019/20:** $2,500 (ANZAC day commemorations, administration & community engagement) SCF
- **2018/19:** $3,000 (ANZAC day commemorations, administration & community engagement) SCF
- **2017/18:** $2,500 (RNZAF Devon Crash Memorial) DRF

#### Other Sources of Funding
- Pro bono work from the University of Auckland.

#### Staff Assessment
The Halswell Residents' Association is involved in a project involving buried tree stumps in Halswell. These were unearthed during the excavation of the stormwater retention basins at 60 Quaifes Road immediately west of the Country Palms subdivision. This project is part of the Residents' Associations' effort to broaden the heritage discussions in the community to go outside the colonial period. The Association is working with Craig Pauling, Ngai Tahu/Taumutu, and an ECAN councillor resident in Halswell, on this project. Craig brought the buried stumps to the Residents' Associations' attention during the excavation at Longhurst/Knights Stream in 2018 and considers these stumps an important part of the heritage of the area.

Through the University of Auckland, two stumps have been identified as Matai (Prumnopitys taxifolia). Their likely age, according to work done for the Community Board in the 1990s, is 200+ years when they would have formed part of a Totara/Matai forest. However, this estimate is based on a very small number of radiocarbon dates of which none used material from the Halswell area. Also the analyses were performed on fragments of unknown position within the trunk of the tree. The radiocarbon age of wood reflects the time the wood formed, not when it died. Also there are newer modern methods than the technology that dated the similar trees in the 1990's.

The Residents' Association is seeking assistance with funds for the radiocarbon dating of the two samples identified at a cost of $900 + GST each.

The cost of identifying the Matai stumps was covered by University of Auckland, who did the work pro bono.

The Residents' Association was active in the Heritage Group in Halswell, and actively supports the efforts of archiving John Moores collection and other heritage initiatives in the area. The information that is gathered will be made publicly available.
## 2019/20 DRF HALSWELL-HORNBY-RICCATON DECISION MATRIX

<table>
<thead>
<tr>
<th>Priority Rating</th>
<th>Organisation Name</th>
<th>Name and Description</th>
<th>Total Cost</th>
<th>Contribution Sought Towards</th>
<th>Staff Recommendation</th>
<th>Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>High</td>
<td>Hornby Community Care Trust</td>
<td>Courtyard Revitalisation Project</td>
<td>$9,500</td>
<td>Project materials - $5,000</td>
<td>$5,000 (53% requested)</td>
<td>2</td>
</tr>
</tbody>
</table>

### Organisation Details
- **Service Base:** 8 Goulding Ave, Hornby
- **Legal Status:** Charitable Trust
- **Established:** 1/06/1979
- **Target Groups:** Community Development
- **Annual Volunteer Hours:** 3000
- **Participants:** 1,000

### Alignment with Council Strategies
- Strengthening Communities Strategy

### CCC Funding History
- 2019/20 - $2,660 (Monthly Hornby Community Network Meetings and Hello Hornby 2019) SCF
- 2018/19 - $57,020 (Hornby Community Activator) Community Resilience Partnership Fund
- 2018/19 - $2,550 (Community Network Luncheon Meeting/Hello Hornby Event) SCF
- 2017/18 - $2,000 (Hello Hornby event) DRF
- 2017/18 - $450 (Community Workers Network Luncheon Meeting) SCF

### Other Sources of Funding
- Funds on hand $2,000
- Seeking support from the local businesses for sponsorship or donations of goods $2,500

### Staff Assessment
The Hornby Community Centre and the Hornby Library is on a shared site at 8 Goulding Ave that surrounds a courtyard. This is an underused and hidden space within the Hornby Community. Unfortunately, due to lack of funds from both parties over recent years, the courtyard has become very tired and overgrown. The Hornby Community Care Trust, which manages the Centre is undertaking a project to beautify and revitalise the courtyard into an inviting green space for the community to use and enjoy. The Trust has been able to work with another charitable organisation, The Green Lab, to collaborate on the design and use of the courtyard. The Green Lab provides community groups with the expertise, management, landscape designs and some labour towards the project. This project was initiated through community consultation. The Hornby Community Activator has worked with the community and received over 50 responses from residents about what they would like to see happen within the courtyard space. Many of the community who voiced opinions about the development of the space are now volunteering their time and energy towards the labour of the project. The Green Lab has now finalised the landscape design and have captured the community’s ideas while still making it a functional and sustainable space. The timeline for the completion date is expected to be end of April, weather permitting. The outcome of the project is to develop an inviting community space that is well used and enables social connection and wellbeing. The Hornby Library is contributing with some major pruning of the trees to form the basis of the design.
## 2019/20 DRF HALSWELL-HORNBY-RICCARTON DECISION MATRIX

### Priority Rating
- **One**: Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
- **Two**: Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
- **Three**: Meets all eligibility criteria and has significant marginal contribution to Funding Outcomes and Priorities. Insufficient information provided by applicant.
- **Four**: Not recommended for funding.

### Organisation Details:
- **Name**: Max Oyama Kyukushin Karate Dojo Christchurch Charitable Trust
- **Service Base**: Denton Park, Hornby
- **Legal Status**: Charitable Trust
- **Established**: 3/06/2015
- **Staff – Paid**: 0
- **Volunteers**: 4
- **Annual Volunteer Hours**: 300
- **Participants**: 50
- **Target Groups**: Children/Youth
- **Networks**: Mas Oyama Karate New Zealand

### Organisation Description/Objectives:
- To provide a safe and supportive environment for people in Christchurch, particularly youth and young people, to develop good character and self-confidence through the training and discipline of Kyukushin Karate.
- To provide individualised instruction paths for youth and young people within Christchurch to develop both mental and physical health, strength and fitness through Kyukushin Karate training.
- To provide Kyukushin Karate culture, techniques and instruction to youth and young people.

### Name and Description
- **Training Hall Repairs**
- Max Oyama Kyukushin Karate Dojo Christchurch Charitable Trust is seeking funding to cover expenses for urgent repairs to the Dojo which is situated on Denton Park in Hornby.

### Funding History
- **2017/18 - $4,500 (Equipment) SCF**
- **2018/2019 - $5,000 - not certain about this. Changes in financial staff - some info lost in transition**
- **2019/2020 - Nil**

### Other Sources of Funding
- **Nil**

### Request Budget
- **Total Cost**: $5,000
- **Requested Amount**: $5,000
- **100% percentage requested**

### Contribution Sought Towards:
- **Repairs - $5,000**

### Staff Recommendation
- **$5,000**

### That the Waipuna/Halswell-Hornby-Riccarton Community Board approve a grant of $5,000 from its 2019/20 Discretionary Response Fund to Max Oyama Kyukushin Karate Dojo Christchurch Charitable Trust for repairs to the training hall.

### Alignment with Council Strategies and Policies
- Physical Recreation and Sport Strategy (1.1,4.1)
- Children and Youth Policies
- Social Welbeing Policy
- Recreation and Sport Policy

### Alignment with Council Funding Outcomes
- Support, develop and promote capacity
- Community participation and awareness
- Increase community engagement
- Enhance community and neighbourhood safety
- Provide community based programmes

### Outcomes that will be achieved through this project
- Repair our toilet areas and panels in the roof before winter urgently

### How Will Participants Be Better Off?
- Additional training aids will improve the training environment by providing a safer environment that will allow more focus to be put on the actual technical, physical and mental training.

### Staff Assessment
- Max Oyama Kyukushin Karate Dojo Christchurch Charitable Trust (The Dojo Club) is situated on Denton Park in Hornby. The club are seeking funding to cover expenses for urgent repairs to the Dojo. This is in the toilet area where the floor has started to rot away from a long term leaking pipe. The Dojo Club would like to complete this before winter in order to provide a healthy and safe space for their members to participate in training sessions.

The building is owned by Scouts New Zealand. The Club has been investigating purchasing the building from Scouts New Zealand.

The Dojo Club provides opportunity for young people from the Hornby and surrounding areas to learn and train in the martial art of Kyukushin which teaches focus and self-discipline as well as many other physical and mental skills in karate.

The Dojo Club has around 30-40 members across a range of ages, with a large focus on young people. Many of the young people that train at the Dojo are from low income families. The Trust aim to ensure that they keep the training costs to a minimum and do not charge an equipment fee for the essential items they need in order to train safely.

The club aims to work with young people to keep them engaged in sport to develop great life skills.

Sessions are delivered three nights a week with additional training offered for members preparing for regional training weekends and for national tournaments. The club runs training courses in the lead up to these events 2-3 hours extra per week (6 hours per week in total).
## 2019/20 DRF HALSWELL-HORNBY-RICCATON DECISION MATRIX

<table>
<thead>
<tr>
<th>Priority Rating</th>
<th>Meets all eligibility criteria and contributes <strong>significantly</strong> to Funding Outcomes and Priorities. Highly recommended for funding.</th>
<th>Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.</th>
<th>Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.</th>
<th>Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Organisation Name</th>
<th>Name and Description</th>
<th>Funding History</th>
<th>Request Budget</th>
<th>Staff Recommendation</th>
<th>Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wigram Primary School Board of Trustees</td>
<td>Wigram School Senior Playground</td>
<td>2018/19 - $5,000 (Community Garden) DRF 2018/19 - $5,000 (Junior climbing frame) DRF</td>
<td>Total Cost $ 5,085  Requested Amount $ 5,085  100% percentage requested</td>
<td>$3,000  That the Waipuna/Halwell-Hornby-Riccarton Community Board approve a grant of $3,000 from its 2018/20 Discretionary Response Fund to Wigram Primary School Board of Trustees towards their project for a senior playground.</td>
<td>2</td>
</tr>
<tr>
<td><strong>Organisation Details:</strong></td>
<td><strong>Alignment with Council Strategies and Board Objectives:</strong></td>
<td><strong>How Much Will The Project Cost? (Measures):</strong></td>
<td><strong>Staff Assessment:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service Base: The Runway, Wigram School</td>
<td>Strengthening Communities Strategy</td>
<td>The school will have a clearly separated junior and senior play area for the 300 students to play on. The Wigram area will have an additional play area for use for the public over the weekend.</td>
<td>The Wigram School wishes to build a senior playground on the school site to provide both a safe but also more challenging play environment for the growing school roll. With a roll of 300 that is quickly increasing, the staff have identified that further outdoor play areas are needed to both separate the junior and senior children during play times, but also provide opportunities for the children to be challenged and extended in their outdoor play. Wigram Primary School, previously Stockburn School, moved to The Runway, Wigram School in 2019. This move meant they had limited play equipment provided by the Ministry of Education and it was not financially viable to relocate their old play equipment.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Legal Status: School Board of Trustees</td>
<td><strong>Alignment with Council Funding Outcomes:</strong></td>
<td><strong>How Will Participants Be Better Off?</strong></td>
<td>In term 4 2019, the school did a community consultation and the response was that an additional playground was a priority.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Established: 30/01/2018</td>
<td>• Support, develop and promote capacity</td>
<td>The playground will create an additional play space in the school making it safer and easier to manage the students at playtime.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Staff – Paid: 28</td>
<td>• Community participation and awareness</td>
<td>Families will have an additional play space to use in their local area.</td>
<td></td>
<td></td>
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<tr>
<td>Volunteers: 200</td>
<td>• Enhance community and neighbourhood safety</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual Volunteer Hours: 100</td>
<td><strong>How Much Will The Project Cost? (Measures):</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Participants: 500</td>
<td>The school will have a clearly separated junior and senior play area for the 300 students to play on. The Wigram area will have an additional play area for use for the public over the weekend.</td>
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<td></td>
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<tr>
<td>Target Groups: Education</td>
<td>How Will Participants Be Better Off?</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Networks: Sport Canterbury</td>
<td>The playground will create an additional play space in the school making it safer and easier to manage the students at playtime.</td>
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</tbody>
</table>

**Attachment H**

**Item 13**
## 2019/20 DRF HALSWELL-HORNBRY-RICCATON DECISION MATRIX

<table>
<thead>
<tr>
<th>Organisation Name</th>
<th>Name and Description</th>
<th>Funding History</th>
<th>Request Budget</th>
<th>Staff Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>2019/20: $2,500 (Part of FM Show, Sport, Music and Dance Groups)</td>
<td>Requested Amount: $5,500</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017/18: $2,000 (Iranian New Year)</td>
<td>100% percentage requested</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2017/18: $400 (Shab-e Chelbeh)</td>
<td>Contribution Sought Towards: Volunteer Expenses - $2,000</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Other Sources of Funding: Funds on hand - $600</td>
<td>Hu, conferences, meetings - $500</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Application to Ministry of Social Development pending</td>
<td>Rent / Venue Hire - $2,550</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Training / Upskilling - $1,500</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Organisation Details:

- **Service Base:** Private Address
- **Legal Status:** Incorporated Society
- **Established:** 7/11/2017
- **Staff:** 0
- **Volunteers:** 22
- **Annual Volunteer Hours:** 100
- **Participants:** 500
- **Target Groups:** Health & Wellbeing
- **Networks:** Sports Canterburry (Volleyball team)

### Organisation Description/Objectives:

The Society's purpose is to promote the continuance of the Iranian culture in New Zealand through the channel of music, sports, arts and entertainment and as an effective body by providing opportunities to develop friendships among the wider community, by preserving cultural history and by encouraging the recognition of cultural values through cultural events. The Purpose of this Society is to develop and promote cultural events in areas that are beneficial for the people of the Iranian Community.

### Alignment with Council Strategies and Policies

- Strengthening Communities Strategy
- Multicultural Strategy

### Alignment with Council Funding Outcomes

- Support, develop and promote capacity
- Community participation and awareness
- Increase community engagement
- Enhance community and neighbourhood safety
- Provide community based programmes
- Reduce or overcome barriers

### Outcomes that will be achieved through this project

The outreach base will be open for seven days a week, between 9.00 am and 3.00 pm. Information will be provided to the community in their own language. 5 of our volunteers will attend Radio recording and editing training. 5 of our volunteers will attend website maintenance training.

### How Will Participants Be Better Off?

- The Iranian community will be better informed.
- The community will be able to better connect with each other and the wider community.
- Running different workshops will assist their wellbeing.

### Staff Assessment

The Christchurch Iranian Society (CIS) supports those of Iranian and Persian descent living in Christchurch. The majority of this community lives within the Waipuna/Halswell-Horbour-Riccarton Community Board's catchment area.

The organisation has initiated a "SE: Educate, Encourage, Engagement, Enable, Empower" programme which will provide their community the ability to communicate and function more effectively with each other and in the wider community in the current climate. There are three key areas that they would like assistance with: 1. Translation/interpretation of existing resources as well as the daily COVID-19 updates. This is particularly crucial at a time when information (endure "fake news") online has become a serious obstacle to sustainable adherence to evidenced based measures put in place by the government.

2. CIS have set up a few online classes to provide opportunities for people with limited English language abilities to learn new skills and/or pick up a hobby while they navigate through the different alert levels in the coming weeks to months. These programs are already up and running includes yoga classes, cooking tips and photography. These lessons are coordinated by professionals from within the Iranian community based in New Zealand. They seek funding assistance towards the volunteer and associated costs of the professionals running these programmes.

3. CIS would like to setup some form of media communication channels dedicated to keeping the Iranian community and those conversant in the Persian language informed. This could be through community radio programmes on platforms such as Radio FM or a series of YouTube type videos.

The Ministry of Social Development have initiated a COVID-19 Community Awareness and Preparedness Grant Fund and as such, it is considered that this would be a more appropriate fund for CIS to seek funding assistance from.

The Iranian community were also considered affected by the March 15, 2019 events. Therefore staff consider that it may also be appropriate to allocate the remainder of the Waipuna/Halswell-Horbour-Riccarton Community Board’s Local Response Fund to assist CIS as part of their local response measures. This fund has $3,500 remaining for allocation before the end of the 2019/20 financial year. It is not anticipated that there will be any further call on this fund and it will be an effective way of ensuring that the objectives of the fund are able to be met.

Therefore staff recommend this application is referred to the Halswell-Horbury-Riccarton 2019-20 Local Response Fund for consideration, and that the Christchurch Iranian Society be granted $3,500 from the Halswell-Horbury- Riccarton Local Response Fund.
14. 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.