

**Waipapa**  
**Papanui-Innes-Central Community Board**  
**OPEN MINUTES**

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**Date:** Friday 16 December 2022  
**Time:** 9.01am  
**Venue:** Board Room, Papanui Service Centre,  
Corner Langdons Road and Restell Street, Papanui

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**Present**

Chairperson	Emma Norrish
Deputy Chairperson	Simon Britten
Members	Pauline Cotter
	Sunita Gautam
	Victoria Henstock
	Jake McLellan via audio-visual link
	John Miller
	Emma Twaddell

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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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## **Karakia Tīmatanga**

The agenda was dealt with in the following order.

### **1. Apologies Ngā Whakapāha**

#### **Part C**

There were no apologies.

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

#### **Part B**

Emma Twaddell declared an interest in Item 11.

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

#### **Part C**

#### **Community Board Resolved PCBCC/2022/00010**

That the minutes of the Waipapa Papanui-Innes-Central Community Board meeting held on Thursday, 10 November 2022 be confirmed.

Pauline Cotter/Simon Britten

**Carried**

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

#### **Part B**

#### **4.1 Citycare Property**

Hana Saemon-Beck, Community Activator, spoke on behalf of Citycare Property to introduce her work in the role and after allowing members' questions, the Chairperson thanked Ms Saemon-Beck for coming to speak to the Board.

#### **4.2 Susan Peake**

Susan Peake, local resident, spoke regarding issues with the two car parks in Mary Street nearest the approach to Main North Road. Ms Peake requested their removal to address traffic congestion and safety in relation to that northern exit from Mary Street into the turning and straight-through lanes, and also in relation to the exit from the Police Station.

After members' questions had been answered by Ms Peake, the Board requested that staff report back in relation to Ms Peake's request, and the Chairperson thanked Ms Peake.

## 5. Deputations by Appointment Ngā Huinga Whakaritenga

### Part B

#### 5.1 Garry Neale - Briggs/Marshland/Lake Terrace Safety Improvements

Garry Neale, local resident, spoke regarding Item 8 - Briggs/Marshland/Lake Terrace Safety Improvements. Mr Neale delivered the attached presentation and suggestions as his deputation on this report, which was considered later in the meeting.

After members' questions had been answered by Mr Neale, the Chairperson thanked him for his deputation.

#### Attachments

A Deputation Presentation from Garry Neale 

## 6. Presentation of Petitions Ngā Pākikitanga

### Part B

There was no presentation of petitions.

## 7. Correspondence

### Board Consideration

The Board received the correspondence attached to the report, and in relation to the letter from Ms Hossack, requested a site meeting with Three Waters staff at Francis Ave. The Board also requested an update from staff on progress with information for the Board and residents relevant to the flooding mitigations requested, and on the process for pump activation, with an indication of the timeframe for information to be received to be communicated to Ms Hossack.

### Officer Recommendations Ngā Tūtohu

That the Papanui-Innes-Central Community Board:

1. Receive the correspondence from Francis Ave resident, Jane Hossack, regarding the surface flooding experienced in the street when it rains persistently.
2. Receive the correspondence from Shirley Community Trust Chairman, Graeme Mitchell, thanking the Council's Park Team for their assistance creating the Shirley Birdsong Trail.

### Community Board Resolved PCBCC/2022/00011

#### Part B

That the Papanui-Innes-Central Community Board:

1. Receive the correspondence from Francis Ave resident, Jane Hossack, regarding the surface flooding experienced in the street when it rains persistently, and request a site meeting as soon as possible in the new year, and an update from staff on the progress of information, particularly around the pump station activation/process, being supplied in relation to the issues in this area.
2. Receive the correspondence from Shirley Community Trust Chairman, Graeme Mitchell, thanking the Council's Park Team for their assistance creating the Shirley Birdsong Trail.

Pauline Cotter/Victoria Henstock

**Carried**

## 8. Briggs/Marshland/Lake Terrace Safety Improvements

The Board received a deputation earlier in the meeting from Garry Neale on this item, informing its considerations, along with the answers staff could provide in relation to the points raised.

To introduce the item itself, the Board received a PowerPoint presentation as attached from staff outlining the project and 'Road to Zero' more generally, which included as the second slide playing the video from the Transport Accident Commission Victoria that was available at this link:

<https://www.youtube.com/watch?v=k2tOye9DKdQ>

**Community Board Resolved PCBCC/2022/00012 (Officer Recommendations accepted without change)**

### Part C

That the Waipapa Papanui-Innes-Central Community Board:

1. Approves, pursuant to section 334 of the Local Government Act 1974, the lane marking changes, kerb alignment changes, islands and road surface changes at the intersection of Briggs Road, Marshland Road and Lake Terrace Road, on the Briggs Road and Marshland Road approaches, as detailed on plan TP360201 in Attachment A to the report.
2. Revokes 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. Notes that the above resolutions only have effect within the Waipapa Papanui-Innes-Central Community Board area, and the officer recommendations as relating to the other side of the scheme within the area of the Waitai Coastal-Burwood-Linwood Community Board have been accepted by that Board, including that they recommend to the Council to approve a new section of cycle lane on Lake Terrace Road.
4. Approves that the above resolutions take effect when the traffic control devices that evidence the restrictions described in resolution 1 above are in place.

Emma Twaddell/Emma Norrish

**Carried**

### Attachments

- A Staff Presentation for Item 8 

## 9. Bishop Street - Proposed No Stopping Restrictions

**Community Board Resolved PCBCC/2022/00013 (Officer Recommendations accepted without change)**

### Part C

That the Waipapa Papanui-Innes-Central Community Board:

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:
  - a. The north side of Purchas Street, commencing at its intersection with Bishop Street and extending in a westerly direction for a distance of 7.5 metres.

- b. The west side of Bishop Street, commencing at its intersection with Purchas Street and extending in a northerly direction for a distance of 8.5 metres.
  - c. The east side of Bishop Street, commencing at its intersection with Purchas Street and extending in a northerly direction for a distance of 22 metres.
  - d. The north side of Purchas Street, commencing at its intersection with Bishop Street and extending in an easterly direction for a distance of 7.5 metres.
  - e. The south side of Purchas Street, commencing at its intersection with Bishop Street and extending in an easterly direction for a distance of 7.5 metres.
  - f. The east side of Bishop Street, commencing at its intersection with Purchas Street and extending in a southerly direction for a distance of 19 metres.
  - g. The west side of Bishop Street, commencing at its intersection with Purchas Street and extending in a southerly direction for a distance of 19 metres.
  - h. The south side of Purchas Street, commencing at its intersection with Bishop Street and extending in a westerly direction for a distance of 7.5 metres.
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 resolutions 1a -1h above.
  3. Approve that these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in the staff report are in place (or removed in the case of revocations).

Pauline Cotter/Sunita Gautam

**Carried**

## **10. Waipapa Papanui-Innes-Central 2022-23 Discretionary Response Fund Application - Board Projects**

**Community Board Resolved PCBCC/2022/00014 (Officer Recommendations accepted without change)**

### **Part C**

That the Waipapa Papanui-Innes-Central Community Board:

1. Approves a grant of \$9,000 from its 22/23 Discretionary Response Fund towards the Youth Recreation Board project.
2. Approves a grant of \$500 from its 22/23 Discretionary Response Fund towards the Community Pride Garden Awards Board project.
3. Approves a grant of \$2,000 from its 22/23 Discretionary Response Fund towards the Edible and Sustainable Garden Awards Board project.
4. Approves a grant of \$4,000 from its 22/23 Discretionary Response Fund towards the Community Liaison Board project.
5. Approves a grant of \$3,500 from its 22/23 Discretionary Response Fund towards the Waipapa Papanui-Innes-Central School Civic Award Board project.

Simon Britten/Pauline Cotter

**Carried**

Emma Twaddell requested that her vote against resolutions 2 and 3 be recorded.

## 11. Waipapa Papanui-Innes-Central 2022-23 Discretionary Response Fund Applications

### Board Consideration

The Board accepted the officer recommendations in relation to resolutions 1-5, which were moved, seconded and put to a vote separately from resolution 6, so as to avoid a member's declared interest in that final application from St Albans Residents Association. Exercising its discretion in respect of resolution 6, the Board departed from the officer recommendations only for this application, and approved a \$150 grant toward the event.

### Officer Recommendations Ngā Tūtohu

That the Waipapa Papanui-Innes-Central Community Board:

1. Approves a grant of \$1,500 from its 2022/23 Discretionary Response Fund to Christchurch Spikers Volleyball Club towards the cost of hall rental.
2. Approves a grant of \$1,800 from its 2022/23 Discretionary Response Fund to Inner City West Neighbourhood Association (ICON) towards the cost of Web Site Design and management.
3. Approves a grant of \$3,500 from its 2022/23 Discretionary Response Fund to Papanui Toy Library towards the cost of Wages for the Toy Library Supervisor.
4. Approves a grant of \$2,500 from its 2022/23 Discretionary Response Fund to St Albans School towards the cost of their Traffic Wardens.
5. Approves a grant of \$575 from its 2022/23 Discretionary Response Fund to New Direction Christchurch Charitable Trust
6. Decline the application to the 2022-23 Discretionary Response Fund from St Albans Residents Association towards their Halloween Community Event.

### Community Board Resolved PCBCC/2022/00015

#### Part C

That the Waipapa Papanui-Innes-Central Community Board:

1. Approves a grant of \$1,500 from its 2022/23 Discretionary Response Fund to Christchurch Spikers Volleyball Club towards the cost of hall rental.
2. Approves a grant of \$1,800 from its 2022/23 Discretionary Response Fund to Inner City West Neighbourhood Association (ICON) towards the cost of Web Site Design and management.
3. Approves a grant of \$3,500 from its 2022/23 Discretionary Response Fund to Papanui Toy Library towards the cost of Wages for the Toy Library Supervisor.
4. Approves a grant of \$2,500 from its 2022/23 Discretionary Response Fund to St Albans School towards the cost of their Traffic Wardens.
5. Approves a grant of \$575 from its 2022/23 Discretionary Response Fund to New Direction Christchurch Charitable Trust towards the boxing day community event.

Sunita Gautam/Emma Twaddell

**Carried**

**Community Board Resolved PCBCC/2022/00016**

6. Approves a grant of \$150 from its 2022-23 Discretionary Response Fund from St Albans Residents Association towards their Halloween Community Event.

Pauline Cotter/Simon Britten

**Carried**

Emma Twaddell declared an interest in the application relating to resolution 6 and took no part in the discussion or voting.

**12. Waipapa Papanui-Innes-Central Community Board - Governance  
Arrangements for 2023-2025**

**Board Consideration**

The Board broadly accepted the officer recommendations, and agreed that: the Chairperson is not to have a casting vote; the Ordinary Meeting Schedule set out as 'Option A' was adopted; it did not intend to appoint a representative to the Canterbury Horticultural Society, but named its appointments to Keep Christchurch Beautiful, the Christchurch Beautifying Association, and the North West Christchurch Community Sporting Trust; and any convening of its Recess Committee would be open to all members, though it would have a quorum of two members.

**Officer Recommendations Ngā Tūtohu**

That the Waipapa Papanui-Innes-Central Community Board:

**Consideration of a Casting Vote**

1. Resolves whether or not the Chairperson of the Board is to have a casting vote.

**Ordinary Meetings Schedule**

2. Adopt one of the following schedules of ordinary meetings for the Board's 2023-2025 term:

**Option A:** Thursdays commencing at 4pm in the Board Room at Papanui Service Centre, 5 Restell Street, Christchurch:

<b>2023</b>	<b>2024</b>	<b>2025</b>
9 February	15 February	13 February
9 March	14 March	13 March
13 April	11 April	10 April
11 May	9 May	15 May
15 June	13 June	12 June
13 July	11 July	10 July
10 August	15 August	14 August
14 September	12 September	11 September
12 October	10 October	
9 November	14 November	
14 December	12 December	

**Option B:** Fridays commencing at 9am in the Board Room at Papanui Service Centre, 5 Restell Street, Christchurch:

<b>2023</b>	<b>2024</b>	<b>2025</b>
10 February	16 February	14 February
10 March	15 March	14 March
14 April	12 April	11 April
12 May	10 May	16 May
16 June	14 June	13 June
21 July	12 July	11 July
11 August	16 August	15 August
15 September	13 September	12 September
13 October	11 October	
10 November	8 November	
15 December	13 December	

3. Approve that the Board Chairperson and Community Governance Manager are jointly authorised to amend the Ordinary Meeting Schedule as required, after consulting with the Board members, including adding or removing ordinary meetings.
4. Note the Board’s intent to be accessible to its communities by livestreaming meetings, and approving that staff work with communities interested in localising forums for the public to speak to the Board (and Community Network hui, subject to approval of that Broad Project), by offering, within capacity, to conduct select Board business accompanied by forum opportunities, or standalone forums/hui, near to relevant communities.
5. Note the holding of Board briefings will generally take place in the fourth week of the month on a day of the week and time that is the same as what the Board agrees above for when its ordinary meetings will occur in the second week of the month.

**Appointments and Delegations**

6. Consider the invitation to appoint two Board representatives to the Keep Christchurch Beautiful Committee.
7. Appoint a Board representative to the Canterbury Horticultural Society.
8. Appoint a Board representative to the Christchurch Beautifying Association.
9. Approve the Board Chairperson to appoint an alternate Board member to represent the Board on any occasion the Board’s appointed representative is unavailable.
10. Consider the invitation to appoint a Board representative to the North West Christchurch Community Sporting Trust to serve as a trustee.
11. Appoint the Board Chairperson, or an alternate Board member appointed by them, to represent the Board in ad hoc matters.
12. Endorse Sunita Gautam representing the Board as a continuing trustee of the Rose Historic Chapel Trust.
13. Appoint a Recess Committee comprising the Board Chairperson and Deputy Chairperson and any one other member available, to be authorised to exercise the delegated powers of the

Waipapa Papanui-Innes-Central Community Board for the period, in each of the years 2022-24, following its last ordinary meeting of the calendar year up until the Board resumes its normal business the following year.

14. Approve that if the Board Chairperson or Deputy Chairperson are unavailable at the time needed the Community Governance Manager may substitute an alternate Board member for the Recess Committee, or to exercise any relevantly time-sensitive delegation they hold.
15. Note that any such delegation exercised by the Board's Recess Committee will be reported to the Board for record purposes.
16. Note that any meeting convened of the Recess Committee will be publically notified and the details forwarded to all Board members.
17. Establish a Waipapa Papanui-Innes-Central Community Board Submissions Working Group for the 2022-25 term as follows:
  - a. Terms of Reference being to develop submissions on behalf of the Waipapa Papanui-Innes-Central Community Board for relevant consultations as they arise.
  - b. All Waipapa Papanui-Innes-Central Community Board members who are not also Councillors are appointed as members of the Submissions Working Group.
  - c. The quorum of the Submissions Working Group is two members, noting that it will operate on an informal basis for flexibility of timing in light of submission timeframes with the option to meet via audio-visual link.
  - d. The Board Chairperson and Deputy Chairperson will fill these roles for the Working Group, and are authorised to approve submissions on behalf of the Board that have been developed through the Submissions Working Group.
  - e. The Board Chairperson (or a member they delegate to for this purpose) is authorised to:
    - i. appear and be heard at any hearing of submissions;
    - ii. approve when and how submission opportunities will be workshopped in consultation with the Community Governance Manager; and
    - iii. amend or withdraw a submission (after consulting with the members).
  - f. Any submissions to be reported to the Board for record keeping purposes.
  - g. The Submissions Working Group need not process filings into quasi-judicial and similar proceedings, allowing that where the Board has decided to participate in such proceedings, filings (including submissions) to these may be approved by the Board Chairperson or the member(s) appointed to appear in the proceedings (who may also approve their withdrawal or amendment, and any settlement arrangements).

### **Community Board Resolved PCBCC/2022/00017**

#### **Part C**

That the Waipapa Papanui-Innes-Central Community Board:

#### **Consideration of a Casting Vote**

1. Resolves that the Chairperson of the Board will not have a casting vote.

#### **Ordinary Meetings Schedule**

2. Adopts the following schedule of ordinary meetings for the Board's 2023-2025 term:

Thursdays commencing at 4pm in the Board Room at Papanui Service Centre, 5 Restell Street, Christchurch:

<b>2023</b>	<b>2024</b>	<b>2025</b>
9 February	15 February	13 February
9 March	14 March	13 March
13 April	11 April	10 April
11 May	9 May	15 May
15 June	13 June	12 June
13 July	11 July	10 July
10 August	15 August	14 August
14 September	12 September	11 September
12 October	10 October	
9 November	14 November	
14 December	12 December	

3. Approves that the Board Chairperson and Community Governance Manager are jointly authorised to amend the Ordinary Meeting Schedule as required, after consulting with the Board members, including adding or removing ordinary meetings.
4. Notes the Board’s intent to be accessible to its communities by livestreaming meetings, and approving that staff work with communities interested in localising forums for the public to speak to the Board (and Community Network hui, subject to approval of that Broad Project), by offering, within capacity, to conduct select Board business accompanied by forum opportunities, or standalone forums/hui, near to relevant communities.
5. Notes the holding of Board briefings will generally take place in the fourth week of the month on a day of the week and time that is the same as what the Board agrees above for when its ordinary meetings will occur in the second week of the month.

**Appointments and Delegations**

6. Appoints Emma Norrish and Emma Twaddell as Board representatives to the Keep Christchurch Beautiful Committee.
7. Appoints Emma Twaddell as a Board representative to the Christchurch Beautifying Association.
8. Approves the Board Chairperson to appoint an alternate Board member to represent the Board on any occasion the Board’s appointed representative is unavailable.
9. Appoints Victoria Henstock as a Board representative to the North West Christchurch Community Sporting Trust to serve as a trustee.
10. Appoints the Board Chairperson, or an alternate Board member appointed by them, to represent the Board in ad hoc matters.
11. Endorses Sunita Gautam representing the Board as a continuing trustee of the Rose Historic Chapel Trust.
12. Appoints a Recess Committee comprising the Board Chairperson and Deputy Chairperson and at least one other member available (noting there will be a quorum of two members), to be authorised to exercise the delegated powers of the Waipapa Papanui-Innes-Central

Community Board for the period, in each of the years 2022-24, following its last ordinary meeting of the calendar year up until the Board resumes its normal business the following year.

13. Approve that if the Board Chairperson or Deputy Chairperson are unavailable at the time needed the Community Governance Manager may substitute an alternate Board member for the Recess Committee, or to exercise any relevantly time-sensitive delegation they hold.
14. Note that any such delegation exercised by the Board's Recess Committee will be reported to the Board for record purposes.
15. Note that any meeting convened of the Recess Committee will be publically notified and the details and invitation forwarded to all Board members.
16. Establish a Waipapa Papanui-Innes-Central Community Board Submissions Working Group for the 2022-25 term as follows:
  - a. Terms of Reference being to develop submissions on behalf of the Waipapa Papanui-Innes-Central Community Board for relevant consultations as they arise.
  - b. All Waipapa Papanui-Innes-Central Community Board members who are not also Councillors are appointed as members of the Submissions Working Group.
  - c. The quorum of the Submissions Working Group is two members, noting that it will operate on an informal basis for flexibility of timing in light of submission timeframes with the option to meet via audio-visual link.
  - d. The Board Chairperson and Deputy Chairperson will fill these roles for the Working Group, and are authorised to approve submissions on behalf of the Board that have been developed through the Submissions Working Group.
  - e. The Board Chairperson (or a member they delegate to for this purpose) is authorised to:
    - i. appear and be heard at any hearing of submissions;
    - ii. approve when and how submission opportunities will be workshopped in consultation with the Community Governance Manager; and
    - iii. amend or withdraw a submission (after consulting with the members).
  - f. Any submissions to be reported to the Board for record keeping purposes.
  - g. The Submissions Working Group need not process filings into quasi-judicial and similar proceedings, allowing that where the Board has decided to participate in such proceedings, filings (including submissions) to these may be approved by the Board Chairperson or the member(s) appointed to appear in the proceedings (who may also approve their withdrawal or amendment, and any settlement arrangements).

Emma Norrish/Emma Twaddell

**Carried**

### **13. Waipapa Papanui-Innes-Central Community Board Area Report - December 2022**

**Community Board Resolved PCBCC/2022/00018 (Officer Recommendations accepted  
without change)**

#### **Part B**

That the Waipapa Papanui-Innes-Central Community Board:

1. Receive the Waipapa Papanui-Innes-Central Community Board Area Report for December 2022.

Emma Norrish/Sunita Gautam

**Carried**

### **14. Elected Members' Information Exchange Te Whakawhiti Whakaaro o Te Kāhui Amorangi**

#### **Part B**

Members exchanged information on matters of interest to the Board, including:

- Board delegation exclusions in respect of the Central City “Plan A” area, and the Council’s anticipated formation of its Central City Parking Restrictions Subcommittee were discussed.
- Opportunities for localised community networking hui were queried, noting a survey being undertaken to ascertain relevant preferences of the community groups involved in this.
- There was discussion around addressing the availability of voting boxes in the Innes Ward for the upcoming by-election.

#### **14.1 Alcohol Law Reform**

Members had an exchange, arising from mention of prospective alcohol bans, around the ongoing alcohol law reform, requesting information from staff on the current state of progress.

#### **14.2 Dudley Street Scrubbing Maintenance Round**

The Board requested staff to ensure that the previously arranged rotating Dudley Street maintenance schedule established to respond to the Dudley Street starlings (a two weekly scrubbing round for the footpaths during the roosting season to scrub off the droppings) has been initiated again further to resident indications that the starlings have returned to their roosts in the street again.

#### **14.3 Staff Delegation for Discretionary Response Fund**

There was interest from the Board in establishing a staff delegation to approve Discretionary Response Fund applications, similar to that for approving Youth Development Fund applications, over the period between electoral terms.

#### **14.4 Briefing Session with Police**

Noting the example of a number of thefts highlighted in Chester Street East, the Board sought to request a briefing session with the Police to explore and understand the challenges its community is facing with such criminality and other Police matters.

### **Karakia Whakamutunga**

**Meeting concluded at 10.30am.**

**CONFIRMED THIS 9<sup>th</sup> DAY OF FEBRUARY 2023**

**EMMA NORRISH**  
**CHAIRPERSON**